

# WASHINGTON SUBURBAN SANITARY COMMISSION



## AGENDA REGULAR MEETING WEDNESDAY, JANUARY 21, 2026

| ITEM                                                                                                                                                                                               | TIME     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| <b>OPEN SESSION - Commission Auditorium</b><br><b>1/16/26: Item 14C added.</b>                                                                                                                     |          |
| <b>Call to Order - 10:00 AM</b>                                                                                                                                                                    |          |
| <b>Pledge of Allegiance</b>                                                                                                                                                                        |          |
| <b>Mission/Vision/Promise Statements</b><br><b>Mission Vision Promise</b><br><a href="#">Mission_Vision_Promise</a>                                                                                |          |
| <b>1. Approval of Agenda</b><br>Vote                                                                                                                                                               |          |
| <b>2. Approval of Minutes</b><br>Vote<br><b>A. December 17, 2025 Open Session Minutes</b><br>Vote                                                                                                  |          |
| <b>3. Retirees</b>                                                                                                                                                                                 |          |
| <b>4. Commissioner's Comments</b>                                                                                                                                                                  |          |
| <b>5. Public Comments</b>                                                                                                                                                                          |          |
| <b>6. Office of the Inspector General (OIG)</b><br><b>A. OIG Monthly Activity Report</b><br>Information<br><a href="#">1.9.26_OIG DEC Summary of Activities for JAN 2026 Mtg-Final.pdf</a>         | 10:15 AM |
| <b>7. Corporate Secretary</b><br><b>A. Monthly Report</b><br>Information<br><a href="#">CS Report January</a><br><b>B. Resolution 2026-2413 - WSSC Code Chapter 2.40 Requests for WSSC Records</b> | 10:30 AM |

Vote

[Commission Summary](#)

[Memorandum Chapter 2.40 Summary of Changes](#)

[Chapter 2.40 MPIA Presentation](#)

[Chapter 2.40 Request for Records MPIA](#)

[Resolution 2026-2413 Amendment of Chapter 2.40 MPIA](#)

[Legal Sufficiency Review Title 2.Subtitle II.Ch.2.40.MPIA](#)

**8. Ethics Office**

**A. Ethics Office Quarterly Report**

10:45 AM

Information

[Ethics Quarterly Report - Jan 2026 Commission.pdf](#)

**B. Ethics Program Monthly Report**

Information

[Ethics Monthly Update - Jan 2026.pdf](#)

**9. General Manager's Office**

**A. Monthly Report**

11:00 AM

Information

[GM Presentation Jan Commission Meeting](#)

[January 2026 Commission Performance Report](#)

**10. Contracts**

**A. BF1582E91, Change Order No. 8, 48" Patuxent Raw Water Pipeline Phase I and Phase II, (E&C)**

12:00 PM

Vote

[CO8 BF1582E91 48-inch Patuxent Raw Water Pipeline Phase I and Phase II](#)

**B. 84576, Brink Elevated Water Tank Rehabilitation, (E&C)**

Vote

[84576 - Brink Elevated Water Tank Rehabilitation](#)

**C. 79579, Potomac Water Filtration Plant Head House Power Feed, (E&C)**

Vote

[Potomac WFP Head House Power Feed](#)

**D. 81591, Bradley Boulevard Water Main Replacement, (E&C)**

Vote

[81591 Bradley Blvd Water Main Replacement](#)

**E. 48551-122, Glenarden Sewer Rehabilitation, (E&C)**

Vote

[48551-122 - Glenarden Sewer Rehabilitation](#)

**F. 48551-123, Dodge Park Sewer Rehabilitation, (E&C)**

Vote

[48551-123 - Dodge Park Sewer Rehabilitation](#)

**G. 48551-136, Regency Drive Sewer Rehabilitation, (E&C)**

Vote

[48551-136 - Regency Drive Sewer Rehabilitation](#)

**H. 48551-116, Victory Lane Sewer Rehabilitation, (E&C)**

Vote

[48551-116 - Victory Lane Sewer Rehabilitation](#)

**I. 1155, Change Order No. 5, Bill Composition Services (Cust. Serv.)**

Vote

[1155 - Bill Composition Services](#)

**J. 48263, Change Order No. 1, Small Diameter Metallic Main Tool Provider Services, (Util. Serv.)**

Vote

[48263 - Small Diameter Metallic Main Tool Provider Services](#)

**11. Operational Reliability & Resilience**

**A. Operational Performance Report**

12:35 PM

Information

[Operations Performance Report](#)

**12. Customer Service**

**A. Customer Service Performance Indicators**

12:50 PM

Information

[Customer Service January](#)

[Customer Service Metrics Report for Jan 2026 Commission Meeting](#)

**13. Engineering & Construction**

**A. Parkway Progressive Design Build**

1:10 PM

Information

[Parkway WRRF Project Jan Commission Meeting](#)

**14. Intergovernmental Relations**

**A. Legislative Update**

1:25 PM

Information

[Legislative Update 1.13.26.pdf](#)

**B. PG-MC 102-26 - Prince George's County and Montgomery County - Washington Suburban Sanitary Commission - Procurement - Alterations**

Vote

[Commission Summary](#)

[Recommendation Memo - PGMC 102-26 - Procurement - Alterations](#)

[AMENDED](#)

[PG\\_MC 102-26 Washington Suburban Sanitary Commission " "](#)

[Procurement Alterations.pdf](#)

[PGMC102-26 UPDATED redraft to current law FINAL 1.14.26.pdf](#)

[AMENDMENTS TO PG MC 102.26.pdf](#)

**C. SB 871 (2025 Legislative Session) - Department of Environment - Community Water and Sewerage Systems - Cybersecurity Planning and Assessments**

Information

[Senate Bill 0871](#)

[Presentation for Senate Bill 871](#)

**15. Adjournment of Open Session**

Vote (1:40 PM)

**16. CLOSED SESSION**

Closed pursuant to Maryland Code Annotated, General Provisions Article, Title 3, Open Meetings Act, Subtitle 3, Open Meetings Requirements - Closed Sessions: Section 3-305(b)(13) to approve the December 17, 2025 Closed Session Minutes; and Section 3-305(b)(3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition; Section 3-305(b)(7) to receive legal advice from counsel on a specific matter; and Section 3-305(b)(8) to consult with counsel and staff regarding a matter of potential litigation.

**Future Meetings / Events of Note**

January 28, 2026 - Public Hearing on FY27 Preliminary Proposed Operating Budget (Prince George's County)

January 29, 2026 - Public Hearing on FY27 Preliminary Proposed Operating Budget (Montgomery County)

February 5, 2026 - Quarterly Audit Committee Meeting

February 11, 2026 - WSSC Board of Ethics Meeting

February 16, 2026 - President's Day (WSSC Offices Closed)

February 18, 2026 - WSSC Monthly Commission Meeting

February 25, 2026 - Employees' Retirement Board of Trustees Meeting

\*please see [wsscwater.com/events](http://wsscwater.com/events) for more information

Strategic Plan for  
**Our Smart One Water Future**



**Vision**

In every home, in every business, we make everything possible by ensuring access to dependable and safe water for everyday life.

**Smart One Water Mission**

WSSC Water ensures all communities thrive by ethically delivering safe, reliable and sustainable water and wastewater services.

**Promise**

Continue the legacy of treasuring our water, customers and employees through dedicated service for current and future generations.

**Values**

Just. Accountable. Caring. Community Focused. Excellent. Trustworthy.

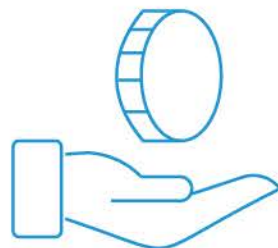
**Strategic  
Priorities**



**Workforce  
Development**



**Culture  
Shift**



**Affordability &  
Financial  
Viability**



**Sustainability &  
Resiliency**



**Asset  
Management &  
Infrastructure  
Reliability**



**Optimizing  
Operations**



**Customer  
Engagement &  
Partnerships**



**Digital  
Transformation**



# Summary of Activities Report

Office of the Inspector General

**Jon T. Rymer, Inspector General**

**January 21, 2026**

# Agenda

- OIG Audit Activities Dashboard
- Audit Finding Risk Categories
- Management Action Plans Dashboard
- System Development Charges Audits Status
- Fraud, Waste and Abuse Training
- Q&A



# **Affordability & Financial Viability Optimizing Operations**

# OIG Audit Activities

## Planning

- Gain an understanding
- Develop the steps to achieve the audit objective

## Fieldwork

- Testing/Verification
- Identify exceptions/findings

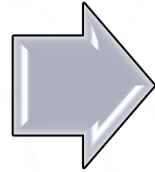
## Reporting

- Compose draft report
- OIG management review
- Management review and discussion

# OIG Audit Activities Dashboard

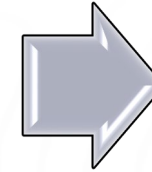
## Planning

- WSSC Benchmark Study
- I.T. Physical & Environmental Security Audit
- Professional Licensure and Certification Compliance Audit
- Police Division Safety and Training Audit



## Fieldwork

- The FY 2020 Multi-Jurisdictional Use Facility (MJUF)
- The FY 2021 Multi-Jurisdictional Use Facility (MJUF)
- The FY 2022 DC Water – Blue Plains O&M Billing Audit
- The FY 2023 DC Water – Blue Plains O&M Billing Audit
- Contract Close-out



## Reporting

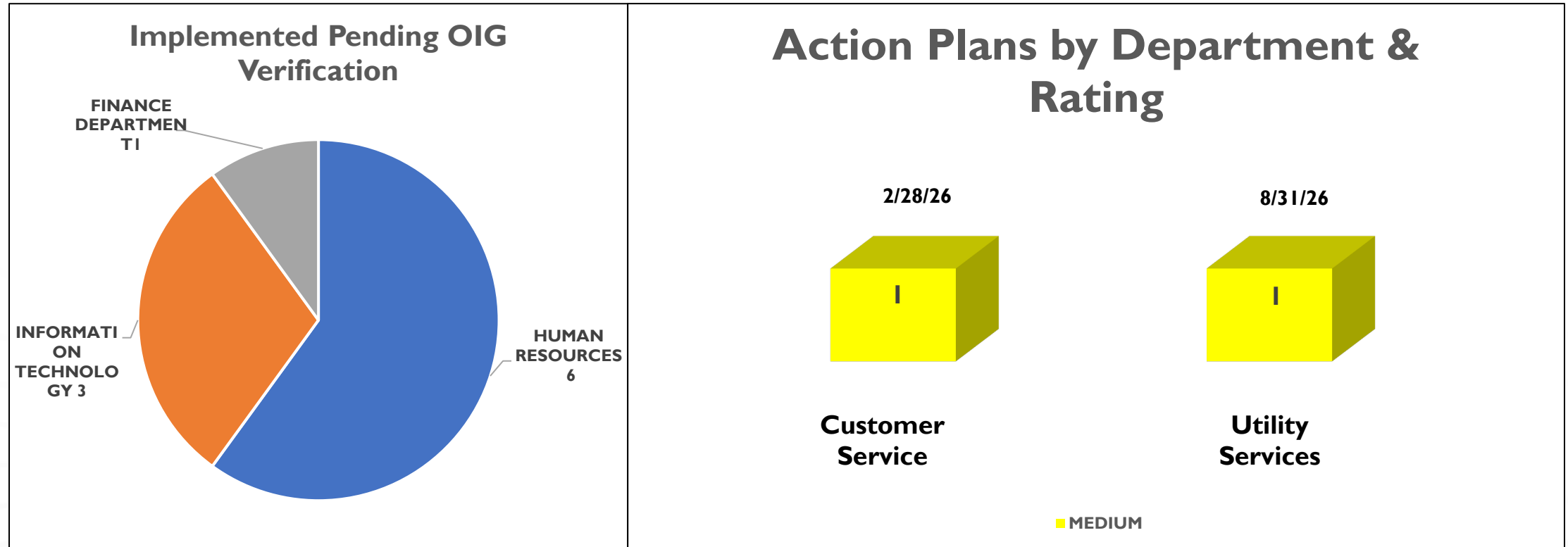
- Customer Service (High Bill/Water Leaks) Audit
- NIST Cybersecurity Framework

**Totals: Planning- 4, Fieldwork- 5, and Reporting- 2**

# Audit Finding Risk Categories

| RISK CATEGORIES                                                                     | DESCRIPTION                                                                                                         |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>HIGH</b>                                                                         | Critical control weaknesses (i.e., exceptions to regulations, policies, procedures and/or rules).                   |
| <b>MEDIUM</b>                                                                       | Control deficiencies which impair the Commission's ability to initiate, authorize, record, process, or report data. |
| <b>LOW</b>                                                                          | Less significant efficiency and effectiveness control enhancement matters.                                          |
| Note: Categorization is subject to auditor judgment and other contributing factors. |                                                                                                                     |

# Management Action Plans Dashboard

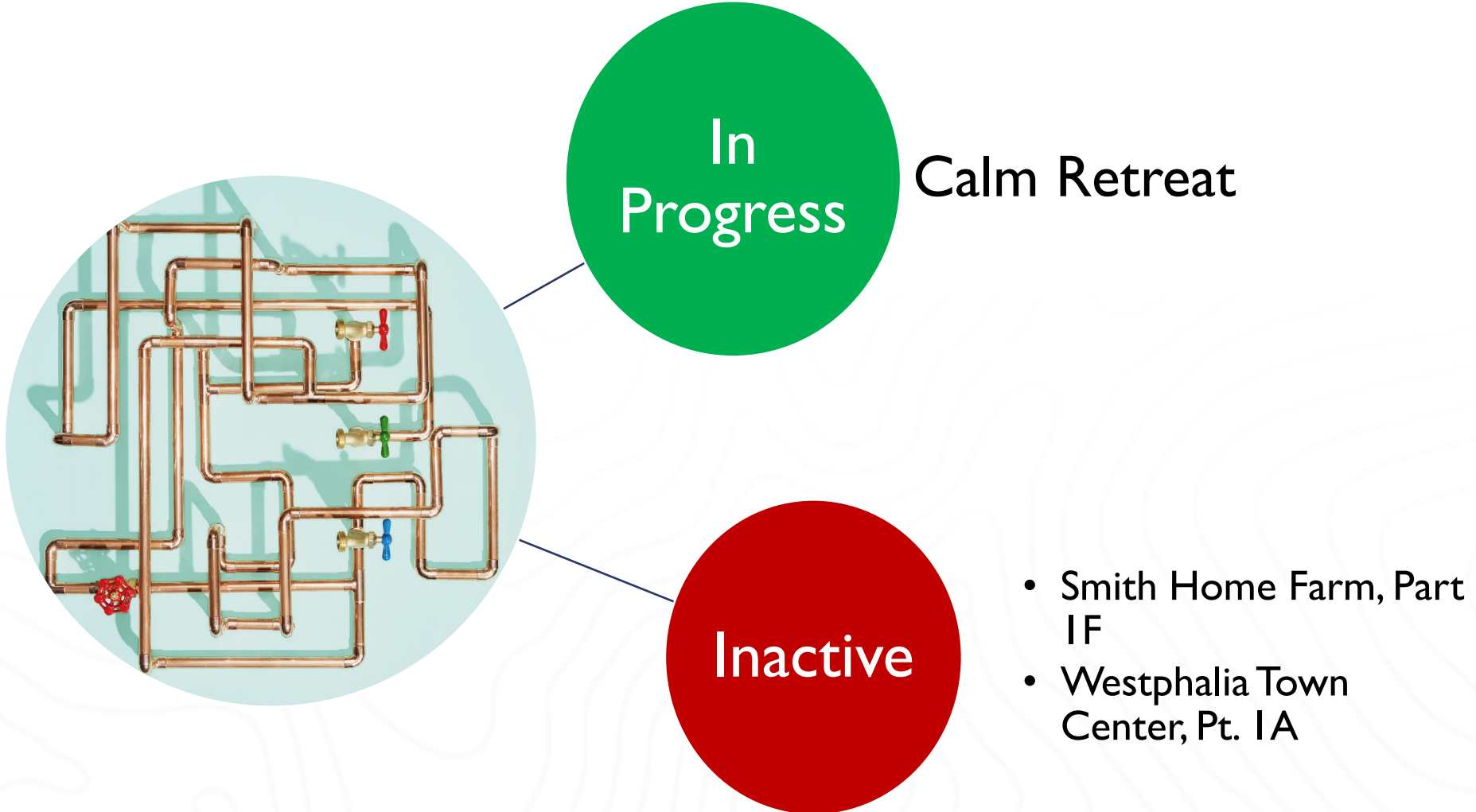


Note: Nine action plans were implemented this period. In total ten (10) action items are pending OIG verification.



# **Asset Management and Infrastructure Reliability**

# System Development Charges Audits Status





# Workforce Development

# Fraud, Waste and Abuse Training

The OIG provided Fraud, Waste and Abuse (FWA) training to 9 new WSSC employees in December 2025, to familiarize them with FWA protocols as part of the new employee orientation process.

**FWA Hotline: (877) 842-6823**  
**Online: [www.reportlineweb.com/wssc](http://www.reportlineweb.com/wssc)**



# Questions?

# **Washington Suburban Sanitary Commission**

## **Office of the Commission**

**Report of the Corporate Secretary**  
**December 10, 2025 – January 14, 2026**

### **Key Metrics:**

- **Customer Refund Hearings**
- **Customer Calls/Emails & Resolutions**

### **Refund Hearings.**

Two refunds were heard on January 7, 2026. Those decisions are being drafted.

Current numbers including requests filed through January 5, excluding the two requests heard January 7:

- 4 pending request (*8 in December*)
  - 0 are 6 months or older (*0 in December*);
  - 1 is scheduled ;
  - 2 have been researched and will either be scheduled soon or may qualify for a refund without a hearing;
  - 1 to be researched.
- Total refund amount requested: \$14,689.53 (*\$21,997.53 in December*)

### **Customer Calls/Emails**

Since the last Commission meeting, the office received the following inquiries from customers:

- Phone calls:
- Emails: 1
- Letters:
- Total: 1

By County:

- Montgomery: 1
- Prince George's: 0

Topic: Pending claim for backup.

Note, these call numbers don't include the simple, trying to find the right departments' phone number style calls.



**AGENDA CATEGORY:** Commission Office

**ITEM NUMBER:** 7.B

**DATE:** January 21, 2026

|                                          |                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>SUBJECT</b>                           | Resolution 2026-2413 - WSSC Code Chapter 2.40 Requests for WSSC Records                                                                                                                                                                                                                                                                                                                                |
| <b>SUMMARY</b>                           | Chapter 2.40, Requests for WSSC Records Under the Maryland Public Information Act has not been updated since 2007. The suggested updates align the the current Maryland Public Information Act, remove unnecessary Act recitations, removes internal operating procedures , updates style and formatting, and refers back to the yearly approved budget. The attached memo explains in further detail. |
| <b>SPECIAL COMMENTS</b>                  | N/A                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>CONTRACT NO./REFERENCE NO.</b>        | NA                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>COSTS</b>                             | NA                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>AMENDMENT/CHANGE ORDER NO. AMOUNT</b> | NA                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>MBE PARTICIPATION</b>                 | N/A                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>PRIOR STAFF/COMMITTEE REVIEW</b>      | The amendments have been reviewed by the General Counsel's Office for legal sufficiency.                                                                                                                                                                                                                                                                                                               |
| <b>PRIOR STAFF/COMMITTEE APPROVALS</b>   | N/A                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>RECOMMENDATION TO COMMISSION</b>      | Vote to adopt Resolution 2026-2413, approving amendments to WSSC Code of Regulations Chapter 2.40.                                                                                                                                                                                                                                                                                                     |
| <b>ATTACHMENTS</b>                       | <a href="#">Memorandum Chapter 2.40 Summary of Changes</a><br><a href="#">Chapter 2.40 MPIA Presentation</a><br><a href="#">Chapter 2.40 Request for Records MPIA</a><br><a href="#">Resolution 2026-2413 Amendment of Chapter 2.40 MPIA</a><br><a href="#">Legal Sufficiency Review Title 2.Subtitle II.Ch.2.40.MPIA</a>                                                                              |





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Interoffice Memorandum

TO: WSSC Water Commissioners

FROM: JULIANNE MONTES DE OCA   
CORPORATE SECRETARY

DATE: January 14, 2026

SUBJECT: Recommended Updates to WSSC Code of Regulations Chapter 2.40,  
Requests for WSSC Records Under the Maryland Public Information  
Act

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The purpose of this memorandum is to summarize the recommended changes and updates to WSSC Code of Regulations Chapter 2.40, Requests for WSSC Records Under the Maryland Public Information Act.

The Maryland Public Information Act ("MPIA") is found in the Maryland Code, General Provisions Article, Title 4. Enacted in 1970, the MPIA grants the public a broad right of access to public records while protecting legitimate governmental interests and the privacy rights of individual citizens. The MPIA covers public agencies and officials in Maryland and includes all branches of state government.

As required by the MPIA, WSSC Chapter 2.40 establishes the procedures for filing, processing, and responding to requests for WSSC public records. Chapter 2.40 has not been updated since 2007. The recommended updates to Chapter 2.40 remove large portions of the Chapter that are merely recitations of State Law that the Commission is already required to follow; simplify the WSSC specific provisions; update the style and spacing of the chapter to improve readability; and reference the yearly approved budget that includes MPIA specific fees rather than including a separate fee schedule within the chapter.

First, the recommended updates remove large portions of the Chapter that were quotations of State Law. Although quoting State Law is one method to ensure that WSSC's regulation complies with State Law, it also creates the danger that the regulation could become outdated as State Law is updated. Removing these sections does not mean that WSSC will not continue to follow the mandates of State Law. Of the sections of Chapter 2.40 that are recommended for deletion, the majority fall into this category.

Second, there are provisions of Chapter 2.40 that are specific to WSSC. For example, current Section 2.40.080 “Response to Written Request,” details who will track incoming MPIO requests, how copies will be sent internally from one department to another, how internal review will be handled, and additional internal operating procedures. Such details are not appropriate to a regulation and should be handled in accordance with an internal operating procedure.

Third, as all WSSC Code of Regulation chapters are updated, they are updated to conform with Maryland Legislative Drafting Style. This style of writing is easier for the public to read. It removes block paragraphs, uses tabulation to flow information, and orders the sections in a predictable order.

Fourth and finally, Chapter 2.40 currently includes the fee schedule. This fee schedule should be included in the yearly approved budget that is published to the WSSC public facing website rather than in an individual code chapter.

In conclusion, Chapter 2.40 is shorter but, as stated above, it has been shortened to reduce unnecessary recitations of State Law, to remove information that should be held in an internal operating procedure, to improve readability, and to remove the fee schedule in favor of the published budget.



# Chapter 2.40

## Commission Office

**Julianne Montes de Oca, Corporate Secretary**

**January 21, 2026**

# Agenda

- Chapter 2.40: Requests for WSSC Records under the Maryland Public Information Act
- Updates & Revisions
- Request for Vote

# What is Chapter 2.40?

- Addresses the procedures for handling requests for public documents/information
- Required by the Maryland Public Information Act
- Last updated in 2007

General Provisions Article  
§ 4-101 et seq.

<https://wssc.district.codes>

MPIA-request@wsscwater.com

# Proposed Updates

- Remove recitations of the Maryland PIA
- Simplify WSSC Specific Provisions (removes the internal operating procedures)
- Update style, spacing, and style to improve readability
- Reference fee schedule included in the yearly approved budget rather than including a separate fee schedule as an appendix

# Conclusion

- GCO legal sufficiency review complete
- ELT Presentation complete
- Presentation to Commission and request for Vote (January Commission Meeting)
- Publication (30-Days)
- Effective Date: March 2, 2026



# Questions?



## **Title II Administration**

### **Subtitle II. Legal**

#### **Chapter 2.40**

### **REQUESTS FOR WSSC RECORDS UNDER THE MARYLAND PUBLIC INFORMATION ACT**

#### **[Sections:**

- 2.40.010 Purpose.
- 2.40.020 Authority.
- 2.40.030 Definitions.
- 2.40.040 Who may request.
- 2.40.050 Necessity for written request.
- 2.40.060 Contents of written request.
- 2.40.070 Filing written request.
- 2.40.080 Response to written request.
- 2.40.090 Notification of persons who may be affected by disclosure.
- 2.40.100 Public record temporarily unavailable.
- 2.40.110 Public record destroyed or lost.
- 2.40.120 Review of denial.
- 2.40.130 Disclosure against public interest.
- 2.40.140 Fees.
- 2.40.150 Time of inspection.
- 2.40.160 Place of inspection.
- 2.40.170 Schedule A – Fees.

#### **2.40.010 Purpose.**

(a) These regulations establish procedures for responding to requests from persons to inspect and/or copy WSSC records under the Maryland Public Information Act. It is WSSC's policy to facilitate access to its public records by minimizing costs and time delays to persons requesting inspection of public records.

(b) These regulations must be interpreted consistent with the Maryland Public Information Act and, in case of conflict, the Act governs. These regulations are not intended to create any legal rights for any person beyond those in the Act. (L 07-01 § 1)

#### **2.40.020 Authority.**

The General Counsel certifies that the statutory authority for adoption of the standard procedure codified in this chapter is the Public Utilities Article, § [17-403](#), and the General Provisions Article, § [4-101](#) et seq., Annotated Code of Maryland. (L 07-01 § 2)

#### **2.40.030 Definitions.**

- (a) “Act” or “Maryland Public Information Act” means the General Provisions Article, § [4-101](#) et seq., Annotated Code of Maryland, as amended.
- (b) “Applicant” means a person requesting disclosure of a public record.
- (c) “Custodian” means an authorized or designated WSSC employee having personal custody and control of public records of the WSSC. The custodian would normally be the Team Chief or Office Director for the organization that has personal custody and control of the document.
- (d) “Official Custodian” means the person who is responsible for the maintenance, care, and keeping of WSSC’s public records. Unless otherwise provided by law, the Corporate Secretary is the Official Custodian of WSSC records.
- (e) “Person in interest” means the person or persons described in the occurrence that was recorded in the record.
- (f) “Public record” or “record” means the original or any copy of any documentary material, regardless of physical form or characteristics, including without limitation computer files and/or data, and other digital and electronic information, made or received by WSSC in connection with the transaction of public business.
- (g) “Working day” means a day other than Saturday, Sunday, or WSSC holiday observed by WSSC, or a day on which WSSC is closed for official business (e.g., snow day, national day of mourning, etc.).

(h) “Written request” means a document containing a request to inspect or copy records delivered in person, by mail, or by electronic means. (L 07-01 § 3)

**2.40.040        Who may request.**

(a) Any person may request to inspect or copy any WSSC public record. The custodian must refer all written requests to inspect or copy documents to the Corporate Secretary for logging and transmittal to the General Counsel’s Office.

(b) Referrals of a request to the General Counsel, where appropriate, should be made within two working days of receipt by the custodian or the Official Custodian, or as soon as otherwise practicable. (L 07-01 § 4)

**2.40.050        Necessity for written request.**

(a) *Inspections.*

(1) Except as otherwise provided in this regulation, the custodian should generally make public records available for inspection by an applicant without demanding a written request.

(2) The custodian must require a written request if the custodian reasonably believes that:

(i) The applicant is a party (or acting on behalf of a party) in litigation with either the WSSC or a WSSC employee; or

(ii) The Act, or any other law, may prevent the disclosure of the record to the applicant; or

(iii) A written request will materially assist the custodian in responding to the request; or

(iv) The request may involve more than \$100.00 in employee costs to search for and prepare the requested records, or more than \$100.00 in reproduction costs.

(b) *Copies.* If the applicant requests a copy of any public record, the custodian may require a written request from that applicant.

(c) *Transcripts*. Any request for a transcript of a WSSC meeting or WSSC public hearing shall be in writing. (L 07-01 § 5)

#### **2.40.060           Contents of written request.**

A written request must specifically identify the record sought. The request must include the applicant's name, address, and telephone number. If the request is unclear or unreasonably broad, the custodian may ask the applicant to clarify or, if possible, narrow the request. If the requested record would only be available to a "person in interest" under the Act, the custodian may ask the applicant to provide information to determine if the applicant is a person in interest. (L 07-01 § 6)

#### **2.40.070           Filing written request.**

The applicant must address the written request to the record's custodian. If the applicant does not know the custodian's name, the applicant may address the request to the Corporate Secretary, WSSC, 14501 Sweitzer Lane, Laurel, MD 20707, or may submit the request electronically through a direct link provided on the WSSC Internet site for these requests at [www.wsscwater.com](http://www.wsscwater.com). (L 07-01 § 7)

#### **2.40.080           Response to written request.**

(a) The custodian shall send a copy of all written requests to inspect and copy documents to the Corporate Secretary. The Corporate Secretary shall track all requests and forward them to the General Counsel's Office for review. The Corporate Secretary shall also send a copy of a request from the news media to the Communications and Community Relations Director in addition to the General Counsel's Office.

(b) The General Counsel's Office will review all written requests to inspect and copy documents and will advise the custodian if there are any legal reasons to deny all or part of the request to inspect or copy documents. If the custodian grants a written request for inspection, the custodian must produce the record for inspection within a reasonable period of time not to exceed 30 calendar days from the date of the request.

(c) If a person requests a copy of a public record that is ordinarily stored electronically by WSSC, and is otherwise subject to inspection under the Act, the custodian shall produce the record in the electronic format in which it is ordinarily maintained by copying the record onto portable storage media such as audio tapes, videotapes, compact discs (CD) or digital media discs (DVD).

(d) Any decision to deny a request or any part of a request must be reviewed by the General Counsel's Office before it is sent to the applicant. Within 10 working days after a denial of all or part of a request, the custodian must also provide the applicant with a written statement containing the reasons for the denial, the legal authority for the denial, and notice of any remedies under the Act for review of the denial. Any denial of a request must be communicated within 30 calendar days of receipt of the written request.

(e) If a requested public record is not in the custody or control of the person to whom written application is made, that person should forward the request to the appropriate custodian within WSSC no later than two working days after receipt and send a copy of the request to the Corporate Secretary. If it is determined that the requested documents are not within the custody or control of WSSC, the person receiving the request must so notify the applicant within 10 working days of receipt of the request. That person must also provide the applicant the name of the custodian of the record or the location or possible location of the record outside of WSSC, if known.

(f) If the custodian determines that the record requested does not exist, the custodian shall notify the applicant of this determination as soon as possible, but not to exceed 30 calendar days after receipt of the request. The custodian shall send a copy of this notification to the Corporate Secretary for tracking.

(g) With the consent of the applicant, the custodian may extend any time limit imposed by this section for an additional 30 calendar days. (L 07-01 § 8)

#### **2.40.090 Notification of persons who may be affected by disclosure.**

Unless prohibited by law, in response to a request for inspection or copying, the custodian shall make an attempt to notify any person who is reasonably known to the custodian and who could be adversely affected by disclosure of a public record. If the custodian decides to solicit the views of any affected person, the custodian may consider those views before deciding whether to

disclose the record to the applicant. If the custodian decides to disclose a record contrary to the request of that affected person, the custodian may first provide that affected person an opportunity to file an appropriate action to prevent the disclosure. (L 07-01 § 9)

**2.40.100            Public record temporarily unavailable.**

If a requested public record is in the custody and control of the person to whom application is made but is not immediately available for inspection or copying, the custodian shall promptly:

- (a) Notify the applicant in writing that the public record is not immediately available; and
- (b) Schedule a date within a reasonable time for inspection or copying. (L 07-01 § 10)

**2.40.110            Public record destroyed or lost.**

If the person to whom application is made knows that a requested public record has been destroyed or lost, that person shall promptly notify the applicant of this fact. (L 07-01 § 11)

**2.40.120            Review of denial.**

(a) If the custodian denies a request to inspect or copy all or part of a public record of the WSSC, the applicant may, within 30 calendar days after receipt of the notice of denial, request an administrative hearing.

(b) If the applicant requests a hearing:

(1) The hearing shall be governed by Title 10, Subtitle 2 of the State Government Article of the Annotated Code of Maryland and WSSC Chapter [2.35](#), Procedure for Adjudicatory Hearings (as amended); and

(2) The Corporate Secretary shall issue the final decision of the WSSC.

(c) If the hearing results in a total or partial denial of the request, the applicant may file an appropriate action in the Circuit Court under § [4-362](#) of the Act.

(d) If the applicant does not request a hearing, the applicant may file an action for judicial enforcement under § [4-362](#) of the Act without exhausting that administrative remedy. (Amended during 2019 codification; L 07-01 § 12)

#### **2.40.130 Disclosure against public interest.**

(a) *Denial Pending Court Order.*

(1) If, in the opinion of the General Manager, disclosure of a public record of the WSSC otherwise subject to disclosure under the Act would do substantial injury to the public interest, the General Manager may temporarily deny the request for disclosure. Upon issuance of this denial, the General Counsel shall seek a court order permitting the continued denial of disclosure.

(2) The temporary denial shall be in writing.

(b) *Circuit Court Review of Temporary Denial.*

(1) Within 10 working days after the denial, the General Counsel shall file a complaint with the appropriate Circuit Court, requesting an order permitting continued denial or restriction of access.

(2) Notice of the complaint shall be served on the applicant in the manner provided for service of process by the Maryland Rules of Procedure. (L 07-01 § 13)

#### **2.40.140 Fees.**

(a) Before responding to a request, the custodian may estimate in accordance with all applicable provisions of this chapter the search, preparation and reproduction costs associated with the request and present the estimate to the applicant. After presenting the estimate to the applicant, the custodian may:

(1) Demand prepayment of the estimated costs by the applicant, subject to a reconciliation between the custodian and applicant which shall occur no later than three working days after the final costs associated with the request received by the custodian; or

- (2) Enter into a binding agreement with the applicant providing that the applicant will pay to WSSC all costs associated with the request as a condition of receipt.
- (b) WSSC [2.40.170](#) governs the fees for copying and certifying records. These fees may be amended as provided for in the WSSC's approved fees and charges, which can be found in the current WSSC approved budget, and is available at [www.wsscwater.com](http://www.wsscwater.com).
- (c) If the custodian is unable to copy a record, prepare a transcript, or otherwise comply with the applicant's request within the WSSC, the custodian must make arrangements for the prompt reproduction of the record at public or private facilities outside the WSSC. Before incurring such reproduction costs, the custodian shall collect prepayment thereof from the applicant as set forth in subsection [\(a\)\(1\)](#) of this section.
- (d) Except as provided in subsection [\(e\)](#) of this section, the custodian may charge reasonable fees for the time expended searching for requested records and preparing them for inspection and copying. This fee should be related to the custodian's actual cost (for example, the cost of any outside contractor employed, or the hourly rate of any employee assigned to do the work), and may include the cost of retrieving files from off-site storage facilities.
- (e) The custodian may not charge any search or preparation fee for the first two hours of time that is needed to respond to a request to inspect and/or copy public records.
- (f) Upon written request, the custodian may waive or reduce any fee charged pursuant to this regulation if the custodian determines that the waiver or reduction is in the public interest. The Official Custodian must consider, among other relevant factors, the ability of the applicant to pay the cost or fee. A waiver of a fee in excess of \$50.00 must be approved by the General Manager.
- (g) If the applicant requests that copies be mailed or delivered to the applicant, the custodian shall charge the applicant for the cost of postage or delivery to the applicant. (L 07-01 § 14)

#### **2.40.150 Time of inspection.**

The applicant may inspect any public record that the applicant is entitled to inspect at an agreed upon time during the custodian's normal working hours. (L 07-01 § 15)

#### **2.40.160 Place of inspection.**

The applicant must inspect the records where they are maintained unless the custodian, after taking into account the applicant's request to inspect the records at another location, determines that another place of inspection is more suitable and convenient. (L 07-01 § 16)

#### **2.40.170 Schedule A – Fees.**

- (a) *Copies.* The fee for each copy is \$0.25 per page (letter or legal size) if reproduction is made by a photocopy machine within WSSC. Large size plans are \$2.50 per sheet for xerographic or \$4.00 per sheet for sepia/mylar. If records are not susceptible to photocopying (for example, electronic records, magnetic tapes, blueprints, and microfilm), the fee for copies must be based on the actual cost of reproduction incurred by WSSC.
- (b) *Certification of Copies.* If a person requests that the custodian certify a copy of a record as a true copy, the custodian may charge a fee of \$0.50 per page.
- (c) *Minimum Fee Charged.* The custodian must not charge a fee if the total amount of the fee would be \$1.00 or less.
- (d) *Transcripts.* If a transcript of an audiotaped meeting or hearing is requested, the fee shall be the actual cost of producing the transcript. If the transcript already exists, the fee shall be \$0.25 per page.
- (e) *Exceptions.* The foregoing fee provisions notwithstanding, if the fees for copies, printouts of electronic documents, photographs, or certified copies of any record are specifically prescribed by a law other than the Act or this regulation, the custodian must charge the prescribed fee. (L 07-01 Schedule A)]

**SECTIONS:**

- 2.40.010     DEFINITIONS.**
- 2.40.020     POLICY AND PURPOSE.**
- 2.40.030     REGULATORY AUTHORITY.**
- 2.40.040     SCOPE AND APPLICABILITY.**
- 2.40.050     WHO MAY REQUEST.**
- 2.40.060     OFFICIAL CUSTODIAN DESIGNATION.**
- 2.40.070     NECESSITY FOR WRITTEN REQUEST.**
- 2.40.080     ADDRESSING A WRITTEN REQUEST.**
- 2.40.090     FEES.**
- 2.40.100     AVAILABILITY OF JUDICIAL REVIEW.**

**2.40.010         DEFINITIONS.**

**(A) IN THIS CHAPTER, THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.**

**(B) “ACT” OR “MPIA” MEANS THE MARYLAND PUBLIC INFORMATION ACT, GENERAL PROVISIONS ARTICLE, § [4-101](#) ET SEQ., ANNOTATED CODE OF MARYLAND.**

**(C) “APPLICANT” MEANS A PERSON REQUESTING DISCLOSURE OF A PUBLIC RECORD.**

**(D) “BOARD” OR “STATE PUBLIC INFORMATION ACT COMPLIANCE BOARD” MEANS THE STATE BOARD EMPOWERED IN ACCORDANCE WITH §§ 4-1A-01 THROUGH 4-1A-10 OF THE MPIA TO REVIEW MPIA COMPLANTS.**

**(E) “CUSTODIAN” MEANS THE AUTHORIZED OR DESIGNATED WSSC EMPLOYEE WHO HAS ACTUAL PHYSICAL CUSTODY AND CONTROL OF A WSSC PUBLIC RECORD.**

**(F) “INDIGENT” MEANS THAT AN INDIVIDUAL'S FAMILY HOUSEHOLD INCOME IS LESS THAN 50% OF THE MEDIAN FAMILY INCOME FOR THE STATE AS REPORTED IN THE FEDERAL REGISTER.**

**(G) “OFFICIAL CUSTODIAN” MEANS THE PERSON WHO HAS BEEN DESIGNATED BY WSSC AS HAVING ORGANIZATIONAL RESPONSIBILITY FOR THE MAINTENANCE, CARE, AND KEEPING OF EACH WSSC PUBLIC RECORD, WHETHER OR NOT THE PERSON HAS PHYSICAL CUSTODY AND CONTROL OF THE PUBLIC RECORD.**

**(H) “PUBLIC ACCESS OMBUDSMAN” MEANS THE STATE OFFICIAL EMPOWERED IN ACCORDANCE WITH §§ 4-1B-01 THROUGH 4-1B-04 OF THE MPIA TO ATTEMPT TO RESOLVES DISPUTES UNDER THE MPIA.**

**(I) (1) “PUBLIC RECORD” OR “RECORD” MEANS THE ORIGINAL OR ANY COPY OF ANY DOCUMENTARY MATERIAL THAT IS:**

**(I) MADE OR RECEIVED BY WSSC IN CONNECTION WITH THE TRANSACTION OF OFFICIAL WSSC BUSINESS;**

**(II) IN ANY FORM, WHETHER IN WRITTEN, ELECTRONIC, DIGITAL OR OTHER FORMAT, INCLUDING;**

- 1. A CARD;**
- 2. COMPUTERIZED RECORD;**
- 3. CORRESPONDENCE;**
- 4. A DRAWING;**
- 6. FILM OR MICROFILM;**
- 7. A FORM;**
- 8. A MAP;**
- 9. A PHOTOGRAPH OR PHOTOSTAT;**
- 10. A RECORDING; OR**
- 11. A TAPE.**

**(2) “PUBLIC RECORD” INCLUDES A DOCUMENT THAT LISTS THE SALARY OF AN EMPLOYEE.**

**(3) “PUBLIC RECORD” DOES NOT INCLUDE A RECORD OR ANY INFORMATION SUBMITTED TO THE PUBLIC ACCESS OMBUDSMAN OR STATE INFORMATION ACT COMPLIANCE BOARD.**

**(J) “REASONABLE FEE” MEANS A FEE BEARING A REASONABLE RELATIONSHIP TO THE RECOVERY OF ACTUAL COSTS INCURRED BY WSSC.**

**(K) “STATE PUBLIC INFORMATION ACT COMPLIANCE BOARD” MEANS THE BOARD AUTHORIZED UNDER SECTIONS 4-1A-01 THROUGH 4-1A-10 OF THE MPIA TO HEAR COMPLAINTS AND RESOLVE DISPUTES RELATING TO THE MPIA.**

**(L) “WRITTEN REQUEST” MEANS A DOCUMENT THAT:**

**(1) CONTAINS A REQUEST TO INSPECT, COPY OR BOTH INSPECT AND COPY, A WSSC PUBLIC RECORD; AND**

**(2) IS DELIVERED IN PERSON, BY MAIL, OR THROUGH ELECTRONIC MEANS.**

#### **2.40.020 POLICY AND PURPOSE.**

**(A) *POLICY.* (1) IT IS THE POLICY OF WSSC THAT WSSC PUBLIC RECORDS SHALL GENERALLY BE AVAILABLE FOR INSPECTION BY THE GENERAL PUBLIC AT ANY REASONABLE TIME IF ACCESS IS ALLOWED BY LAW.**

**(2) INSPECTION OR COPYING OF A PUBLIC RECORD MAY BE DENIED ONLY TO THE EXTENT PROVIDED UNDER THE MPIA.**

**(B) *PURPOSE.* THE PURPOSE OF THIS CHAPTER IS TO ESTABLISH THE PROCEDURES IN ACCORDANCE WITH THE MPIA FOR FILING, PROCESSING AND RESPONDING TO REQUESTS FOR DISCLOSURE OF WSSC PUBLIC RECORDS IN A MANNER THAT BOTH MAXIMIZES ACCESS WHERE ALLOWABLE BY LAW AND MINIMIZES COSTS AND TIME DELAYS TO APPLICANTS.**

#### **2.40.030 REGULATORY AUTHORITY.**

**(A) *REGULATORY AUTHORITY.* (1) THE MPIA GENERALLY REQUIRES GOVERNMENT ENTITIES TO PROVIDE THE PUBLIC WITH BROAD ACCESS TO INFORMATION ABOUT THE GOVERNMENT AFFAIRS AND OFFICIAL ACTS OF AN ENTITY’S OFFICIALS AND EMPLOYEES.**

**(2) SECTION 4-201 OF THE GENERAL PROVISIONS ARTICLE, ANNOTATED CODE OF MARYLAND, REQUIRES THE ADOPTION OF REGULATIONS GOVERNING TIMELY PRODUCTION AND INSPECTION OF PUBLIC RECORDS.**

**(B) *PIA GOVERNS IN CONFLICT.* (1) THE REGULATIONS SET FORTH IN THIS CHAPTER SHALL BE INTERPRETED CONSISTENT WITH THE MPIA.**

**(2) THE MPIA SHALL PREVAIL IF THERE IS A CONFLICT BETWEEN ITS PROVISIONS AND THE REGULATIONS IN THIS CHAPTER.**

#### **2.40.040 SCOPE AND APPLICABILITY.**

**(A) THIS CHAPTER APPLIES TO ALL WSSC OFFICIALS, EMPLOYEES AND MEMBERS OF THE GENERAL PUBLIC SEEKING ACCESS IN ACCORDANCE WITH THE MPIA TO A WSSC PUBLIC RECORD.**

**(B) THIS CHAPTER IS NOT INTENDED TO CREATE ANY LEGAL RIGHTS FOR ANY PERSON BEYOND THE RIGHTS ESTABLISHED UNDER THE MPIA.**

#### **2.40.050 WHO MAY REQUEST.**

**ANY PERSON MAY SUBMIT A REQUEST TO INSPECT, COPY, OR BOTH INSPECT AND COPY, A WSSC PUBLIC RECORD.**

**2.40.060 OFFICIAL CUSTODIAN DESIGNATION.**

**UNLESS OTHERWISE PROVIDED BY LAW, THE CORPORATE SECRETARY IS THE OFFICIAL CUSTODIAN OF WSSC PUBLIC RECORDS.**

**2.40.070 NECESSITY OF WRITTEN REQUEST.**

**(A) *INSPECTION.***

**(1) EXCEPT AS OTHERWISE PROVIDED IN THIS CHAPTER, A CUSTODIAN SHALL MAKE A PUBLIC RECORD AVAILABLE FOR INSPECTION TO AN APPLICANT WITHOUT DEMANDING A WRITTEN REQUEST.**

**(2) THE CUSTODIAN SHALL REQUIRE A WRITTEN REQUEST FOR INSPECTION IF THE CUSTODIAN REASONABLY BELIEVES THAT:**

**(I) THE MPIA, OR ANY OTHER APPLICABLE LAW, MAY PREVENT THE DISCLOSURE OF THE RECORD TO THE APPLICANT; OR**

**(III) A WRITTEN REQUEST WILL MATERIALLY ASSIST THE CUSTODIAN IN RESPONDING TO THE REQUEST.**

**(B) *COPIES.* A CUSTODIAN MAY REQUIRE A WRITTEN REQUEST FOR COPIES OF A PUBLIC RECORD.**

**(C) *TRANSCRIPTS.* ANY REQUEST FOR A TRANSCRIPT OF A WSSC MEETING OR WSSC PUBLIC HEARING SHALL BE IN WRITING.**

**2.40.080 ADDRESSING A WRITTEN REQUEST.**

**(A) *KNOWN CUSTODIAN.* IF A WRITTEN REQUEST IS REQUIRED IN ACCORDANCE WITH § 2.40.080 (A) OF THIS CHAPTER, THE APPLICANT SHALL ADDRESS THE REQUEST TO THE CUSTODIAN OF THE RECORD.**

**(B) *UNKNOWN CUSTODIAN.* IF THE APPLICANT DOES NOT KNOW THE CUSTODIAN OF THE REQUESTED RECORD, THE APPLICANT MAY:**

**(1) ADDRESS A REQUEST TO THE CORPORATE SECRETARY AT WSSC, 14501 SWEITZER LANE, LAUREL, MD 20707; OR**

**(2) DIRECT THE REQUEST TO THE EMAIL ADDRESS LISTED ON THE MPIA PAGE AT WSSCWATER.COM.**

**2.40.090 FEES.**

**(A) *ESTIMATION REQUIRED.* IF THE CUSTODIAN INTENDS TO CHARGE A FEE, BEFORE RESPONDING TO A REQUEST TO REPRODUCE A PUBLIC RECORD, THE CUSTODIAN SHALL ESTIMATE BOTH THE COST OF REPRODUCTION AND THE SEARCH AND PREPARATION FEE UNDER SUSECTION (C) OF THIS SECTION AND MAY EITHER:**

**(1) OBTAIN THE AGREEMENT OF THE APPLICANT TO PAY THE COST;  
OR**

**(2) REQUIRE PREPAYMENT OF ALL OR A PORTION OF THE COST.**

**(B) *ALLOWABLE FEES.* (1) THE FEES FOR COPYING AND CERTIFYING RECORDS:**

**(I) SHALL BE AS PROVIDED FOR IN WSSC'S SCHEDULE OF APPROVED FEES AND CHARGES, WHICH CAN BE FOUND IN EACH YEAR'S APPROVED WSSC BUDGET, AVAILABLE AT [WWW.WSSCWATER.COM](http://WWW.WSSCWATER.COM); AND**

**(II) MAY NOT EXCEED THE CHARGES PROVIDED FOR IN THE MPIA.**

**(2) A CHARGE MAY NOT BE MADE IF THE TOTAL FEE DOES NOT EXCEED \$10.**

**(C) *REPRODUCTION AT OFFSITE FACILITIES.*** (1) IF THE CUSTODIAN IS UNABLE TO COPY A RECORD, PREPARE A TRANSCRIPT, OR OTHERWISE COMPLY WITH THE APPLICANT'S REQUEST WITHIN THE WSSC, THE CUSTODIAN SHALL MAKE ARRANGEMENTS FOR THE PROMPT REPRODUCTION OF THE RECORD AT PUBLIC OR PRIVATE FACILITIES OUTSIDE THE WSSC.

(2) BEFORE INCURRING REPRODUCTION COSTS, THE CUSTODIAN SHALL COLLECT PREPAYMENT THEREOF FROM THE APPLICANT TO COVER THE ACTUAL COST OF REPRODUCTION OR DIRECT THE APPLICANT TO PAY THE COST OF REPRODUCTION DIRECTLY TO THE FACILITY MAKING THE COPY.

**(D) *REASONABLE FEES FOR SEARCH AND PREPARATION TIME EXPENDED.*** (1) EXCEPT AS PROVIDED IN SUBSECTION (E) OF THIS SECTION, THE CUSTODIAN MAY CHARGE REASONABLE FEES FOR THE TIME EXPENDED SEARCHING FOR REQUESTED RECORDS, REVIEWING THE REQUESTED RECORDS FOR POTENTIAL DISCLOSURE, AND PREPARING THE RECORDS FOR INSPECTION, COPYING OR BOTH.

(2) THE CUSTODIAN SHALL DETERMINE THE FEE BY MULTIPLYING THE EMPLOYEE'S SALARY, PRORATED TO AN HOURLY BASIS, BY THE ACTUAL TIME ATTRIBUTABLE TO THE SEARCH FOR, REVIEW OF, AND PREPARATION OF PUBLIC RECORDS FOR INSPECTION OR COPYING.

**(E) *SEARCH FEE NOT ALLOWABLE FOR FIRST TWO HOURS.*** THE CUSTODIAN MAY NOT CHARGE ANY SEARCH OR PREPARATION FEE FOR THE FIRST TWO HOURS OF TIME THAT IS NEEDED TO RESPOND TO A REQUEST TO INSPECT, COPY OR BOTH INSPECT AND COPY PUBLIC RECORDS.

**(F) *ALLOWABLE FEE WAIVERS.*** (1) UPON WRITTEN REQUEST, A CUSTODIAN MAY WAIVE OR REDUCE ANY FEE CHARGED PURSUANT TO THIS SECTION IF THE CUSTODIAN DETERMINES THAT:

(I) THE WAIVER OR REDUCTION IS IN THE PUBLIC INTEREST; OR

(II) THE APPLICANT IS INDIGENT AND FILES AN AFFIDAVIT VERIFYING THE FACTS THAT SUPPORT A CLAIM OF INDIGENCY.

**(2) IN DETERMINING WHETHER A FEE WAIVER IS IN THE PUBLIC INTEREST, THE OFFICIAL CUSTODIAN SHALL CONSIDER, AMONG OTHER RELEVANT FACTORS, THE ABILITY OF THE APPLICANT TO PAY THE COST OR FEE.**

**(G) MINIMUM *FEE CHARGED*. THE CUSTODIAN MAY NOT CHARGE A FEE IF THE TOTAL AMOUNT OF THE FEE WOULD BE \$10.00 OR LESS.**

**(H) *COPIES TO BE MAILED TO APPLICANT ON REQUEST*. IF THE APPLICANT REQUESTS THAT COPIES BE MAILED OR DELIVERED TO THE APPLICANT, THE CUSTODIAN MAY CHARGE THE APPLICANT FOR THE COST OF POSTAGE OR DELIVERY TO THE APPLICANT.**

**2.40.100 AVAILABILITY OF JUDICIAL AND ADMINISTRATIVE REVIEW.**

**(A) IF A CUSTODIAN DENIES A REQUEST TO INSPECT OR COPY OF PUBLIC RECORD, THE APPLICANT MAY SEEK:**

**(1) THE ADMINISTRATIVE REMEDY OF REVIEW BEFORE THE PUBLIC OMBUDSMAN IN ACCORDANCE WITH §§ 4-1A-01 THROUGH 4-1B-04 OF THE MPIA AND, IF APPLICABLE, REVIEW BEFORE THE STATE PUBLIC INFORMATION ACT REVIEW BOARD PURSUANT TO §§4-1B-01 THROUGH 4-1A-10 OF THE MPIA ; AND**

**(2) JUDICIAL REVIEW IN ACCORDANCE WITH § 4-362(A) OF THE MPIA.**

**(B) AN APPLICANT MAY SEEK AN ACTION FOR JUDICIAL REVIEW WITHOUT FIRST PURSUING THE ADMINISTRATIVE REMEDIES DESCRIBED IN (A)(1) OF THIS SECTION.**

WASHINGTON SUBURBAN SANITARY COMMISSION

Subject: A RESOLUTION by the Washington Suburban Sanitary Commission (“Commission” or “WSSC”) adopting revisions to Chapter 2.40 of the WSSC Code of Regulations (“Code”), Requests for WSSC Records Under the Maryland Public Information Act.

WHEREAS, the Washington Suburban Sanitary Commission (“Commission”) is authorized and empowered to adopt regulations pursuant to § 17-403 of the Public Utilities Article, Annotated Code of Maryland; and

WHEREAS, the Commission having previously adopted Chapter 2.40, desires to make certain revisions to improve the clarity and organization of the Chapter by re-ordering the sections, eliminating duplication, using tabulation, and improving diction; and

WHEREAS, the Commission desires to remove portions of the Chapter that are recitations of the Maryland Public Information Act to reduce the possibility of misquotation and the need to update the Chapter if the Act is updated; and

WHEREAS, the Commission desires to remove the fee schedule from Chapter 2.40 and reference it in the yearly approved budget published on the WSSC public website.

NOW, THEREFORE, BE IT RESOLVED, this \_\_\_\_ day of January, 2026, that the Commission hereby adopts the revisions to Chapter 2.40 of Title II, Administration, Subtitle II, Legal, of the Code; and

BE IT FURTHER RESOLVED, that the revision shall be effective on March 2, 2026; and

BE IT FURTHER RESOLVED, that notice of this resolution and the actions taken hereunder shall be published in at least one (1) newspaper published in each county of the Washington Suburban Sanitary District for thirty (30) days prior to the effective date.

A True Copy.

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Julianne M. Montes de Oca  
Corporate Secretary

## Legal Review of Regulation

As requested, the following Regulation has been reviewed as required by Chapter 1.42 of the WSSC Manual of Standard Procedures:

### **Title 2 ADMINISTRATION**

#### **Subtitle II. Legal**

#### **Chapter 2.40**

### **REQUESTS FOR WSSC RECORDS UNDER THE MARYLAND PUBLIC INFORMATION ACT**

#### **1. Legal Sufficiency Review:**

This Regulation has been reviewed and determined to be legally sufficient.

#### **2. Approval Authority**

The Commission has authority to adopt this Regulation.

Signed by:  
  
410DD20804E04C3

January 12, 2026

\_\_\_\_\_  
Date



## Quarterly Ethics Program Report – Q2 FY2026 Update

**Angelique Dorsey White, Ethics Officer**

**January 21, 2026**

# Agenda

- Ethics Office Highlights
- Case Metrics
- Upcoming Activities

# Ethics Office Highlights

## Office Highlights – Q2 FY2026

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Annual Disclosure  
Platform Development  
Kick-Off



New Commissioner  
Ethics Orientation



Web-based Annual  
Mandatory Ethics  
Training Launched

# Case Metrics

## Cases\* Addressed by Board of Ethics – FY 2026

| Case Type                               | 1 <sup>st</sup> Quarter<br>July - September | 2 <sup>nd</sup> Quarter<br>October - December |
|-----------------------------------------|---------------------------------------------|-----------------------------------------------|
| <b>Advisory Opinion</b>                 | 1                                           | 0                                             |
| <b>Complaint</b>                        | 7                                           | 6                                             |
| <b>Waiver Request</b>                   | 0                                           | 0                                             |
| <b>Preliminary Inquiry<sup>++</sup></b> | 6                                           | 3                                             |
| <b>Total</b>                            | <b>14</b>                                   | <b>9</b>                                      |

\* Cases can extend over multiple quarters

++ Formerly “Potential Complaints”

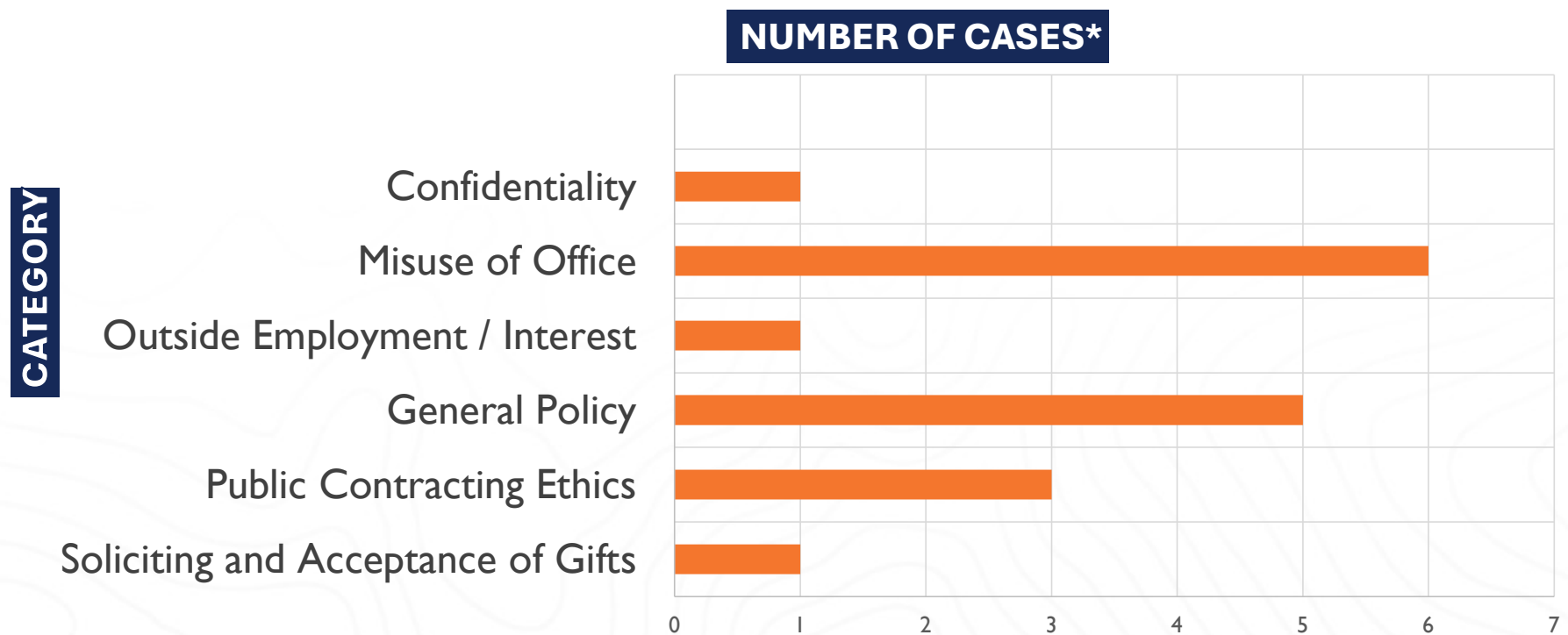
## Case Status – Q2 FY2026

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| Case Type                  | # New    | # Closed | # Active |
|----------------------------|----------|----------|----------|
| <b>Advisory Opinion</b>    | 0        | 0        | 0        |
| <b>Complaint</b>           | 0        | 1        | 0        |
| <b>Waiver Request</b>      | 0        | 0        | 0        |
| <b>Preliminary Inquiry</b> | 1        | 1        | 2        |
| <b>Total</b>               | <b>1</b> | <b>2</b> | <b>2</b> |

# Case Categories – Q1 & Q2 FY2026



\* Cases can have multiple categories

# Upcoming Activities

## Looking Forward – Q3 FY2026

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### February

Annual disclosure platform –  
Initial deployment

### MARCH

List of Entities Doing Business  
with WSSC Water

# Looking Forward – Q4 FY2026

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## APRIL

- Mandatory Annual Disclosure request launch date
- Annual Ethics Program Report publication deadline
- State Ethics Certification due



# Questions?

# Ethics Program Update – December 2025



## Board of Ethics Meeting held on 12/10/2025

- 4 Open Session Items
- 6 Closed Session Items

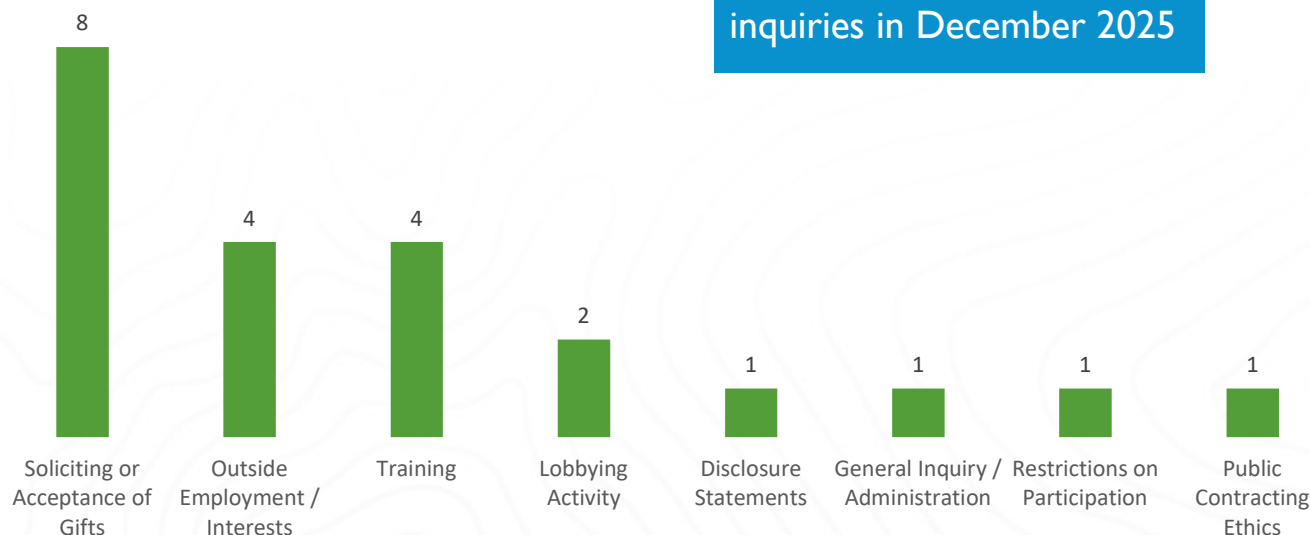
## Ethics Training given on 12/8/2025

- 10 new employees received in person Ethics training as part of the onboarding process

## Guidance

#EthicsQuestions, phone, walk-ins, etc.

The Ethics Office provided guidance on a total of 22 inquiries in December 2025





# General Manager's Report

**Kishia L. Powell**  
General Manager/CEO

January 21, 2026



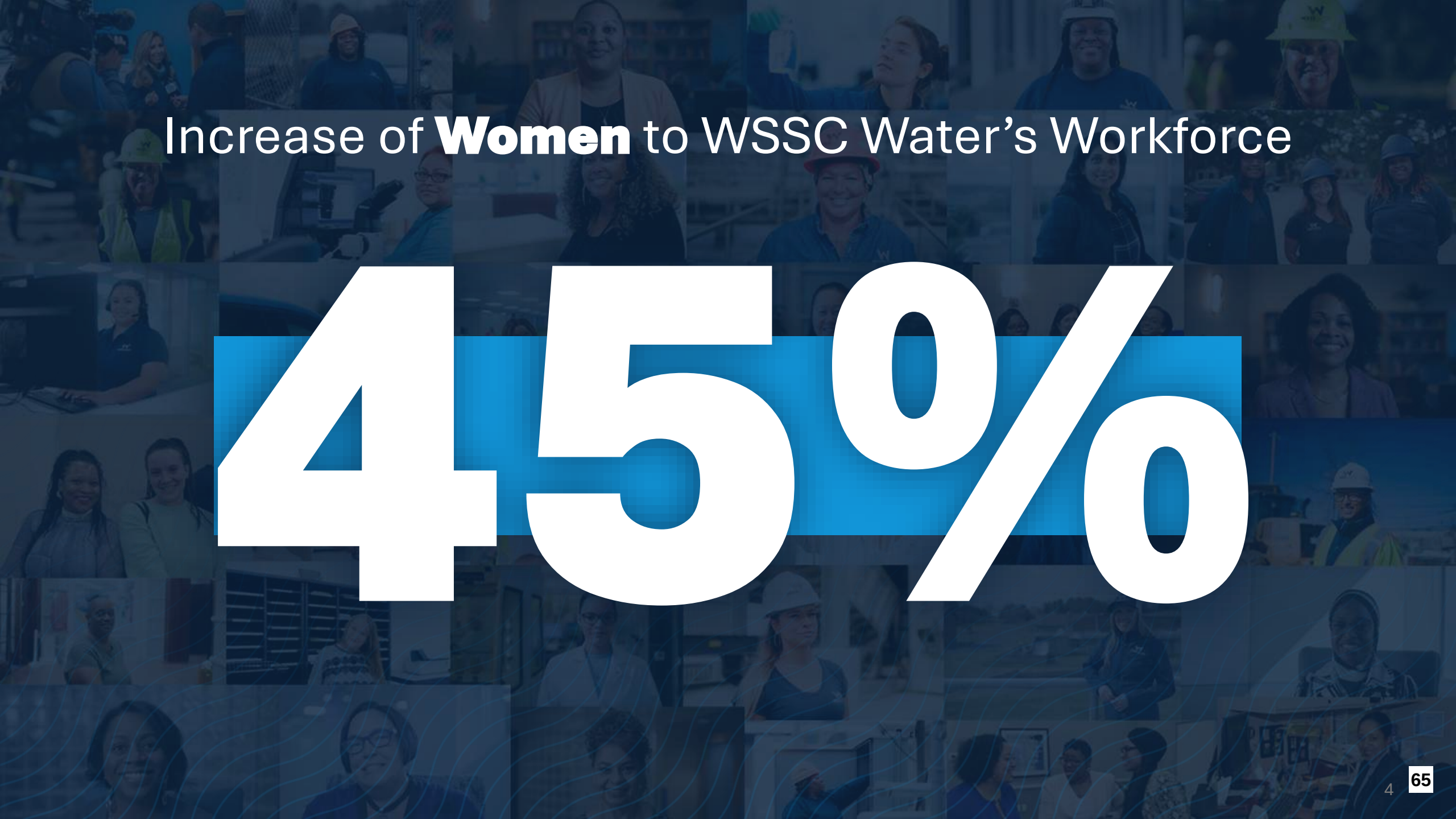


## Workforce Development



Members of **Team H<sub>2</sub>O**

1,877



Increase of **Women** to WSSC Water's Workforce

45%

Industry Standard **Internal Promotion Rate**

**16%**

## WSSC Water's **Internal Promotion Rate**



**39%**

# Top-Level Leadership Training



**Caville Stanbury-Woolery**  
Deputy Chief Engineer,  
Engineering & Construction



**I-Hsin McConnell**  
Division Manager,  
Regulatory Services



Twice-yearly program for water and wastewater executives

Admission is selective and limited, reflecting our talented leaders

Hosted by University of North Carolina – Chapel Hill's Kenan-Flagler School of Business

Sponsored by industry associations, including AWWA, NACWA, and WEF



## Customer Engagement & Partnerships



# Continued Process Enhancements to Address High Bill Concerns

## Implemented

Help customers better understand and manage high water bills through **comprehensive educational outreach**.

**Field activities are initiated promptly**, and customers receive follow-up communications.

Every high bill inquiry now results in a **formal case**.

Collections and service disconnections are **paused during investigations**.

**Upgraded** Customer Information System, including **improved prompts** for staff follow up and **enhanced outcome tracking and reporting**.

## In Progress

**Development of a customer self-service portal**, allowing customers to submit concerns, bypass phone queues, and track case status.

## Planned

The long-term goal is to prevent high bills through **smart meter technology**.



Access to daily water usage through a user-friendly portal.



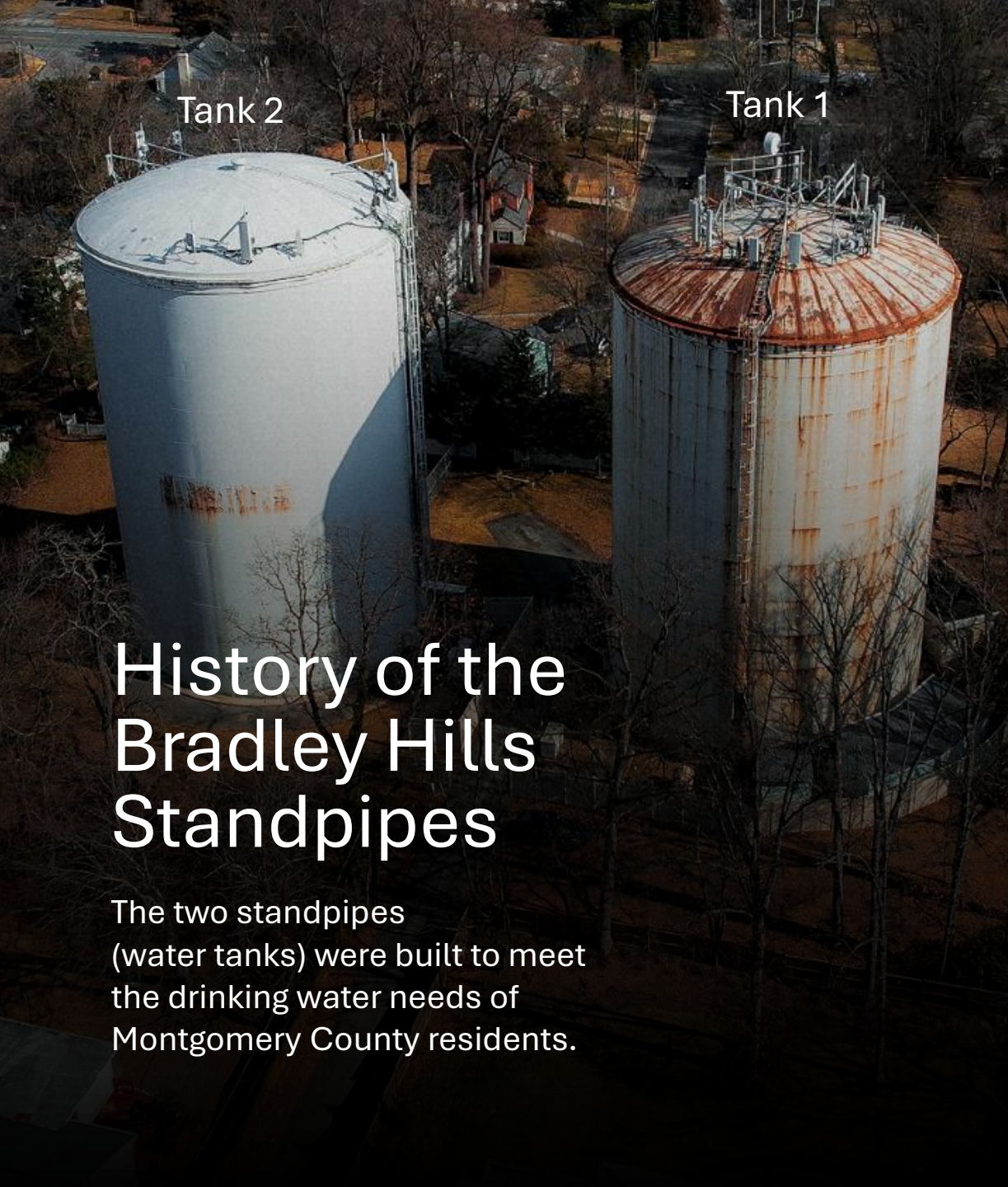
Ability to receive leak/high water-usage alerts.



Monthly billing for better budgeting.



Enhances meter reading accuracy.



Tank 2

Tank 1

# History of the Bradley Hills Standpipes

The two standpipes  
(water tanks) were built to meet  
the drinking water needs of  
Montgomery County residents.

## Original Construction

- Tank 1 completed in 1939 with a total storage capacity of 2.5 million gallons.
- Tank 2 was added in 1961 to meet increased demand with a capacity of 2.6 million gallons.

## 30+ Year Old Paint

It has been more than 30 years since the exterior and interior of these tanks were recoated.

## Structurally Sound

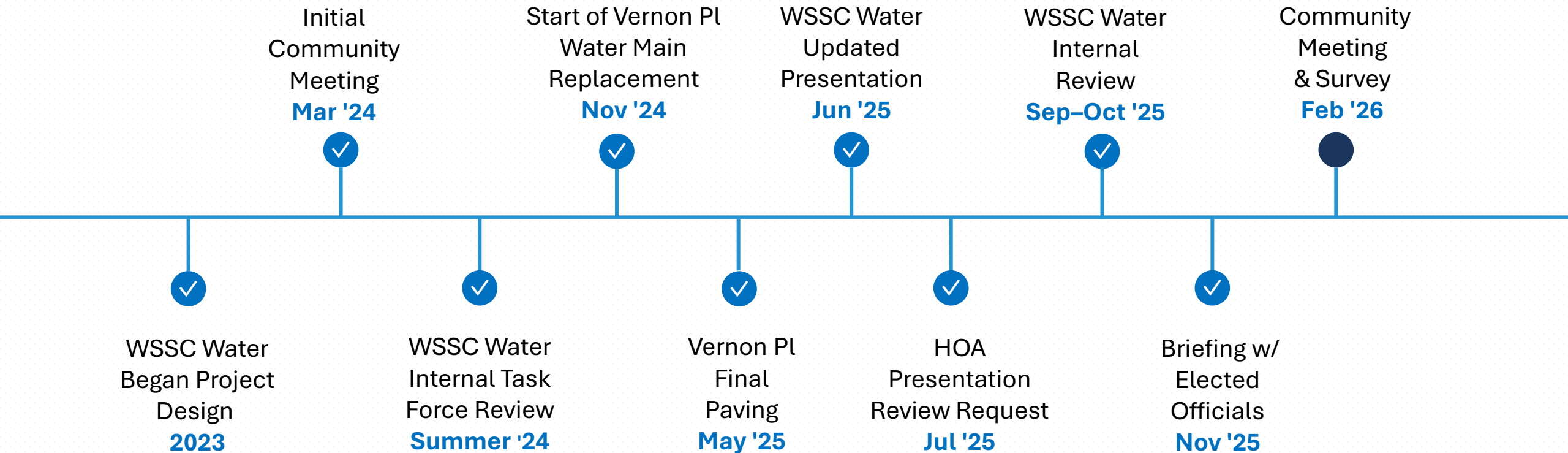
An independent engineering firm inspected both tanks and found them to be structurally sound.

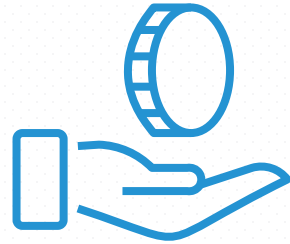
## Advancing Critical Work

The rehabilitation of these two tanks was reprioritized – advancing construction by two years.

# Bradley Hills Standpipes Rehabilitation Project

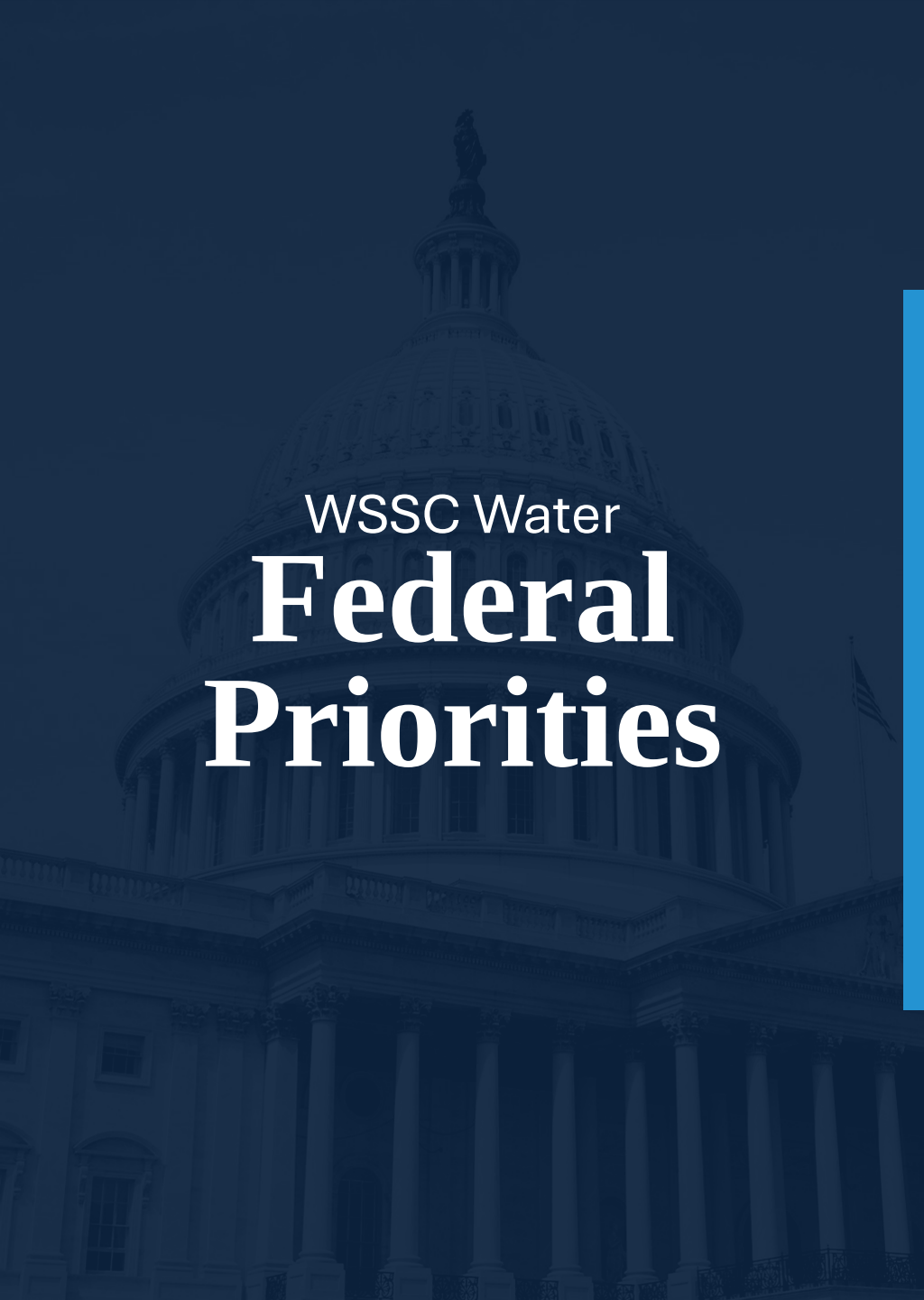
(March 2024 – February 2026)





## Affordability & Financial Viability





# WSSC Water Federal Priorities



**Clean Water and  
Drinking Water State  
Revolving Funds (SRFs)**



**Perfluoroalkyl  
and Polyfluoroalkyl  
Substances (PFAS)**



**Congressionally  
Directed  
Spending/Community  
Project Funding  
("Earmarks")**



**Lead Service Lines**



**Water Resources  
Development Act**



**Low Income Household  
Water Assistance  
Program (LIHWAP)**



**Workforce  
Development**



## Asset Management & Infrastructure Reliability



# Team H<sub>2</sub>O

## Winter Ready



## Winter 2025/2026

### Water Main Breaks/Leaks

Winter To Date: 784\*

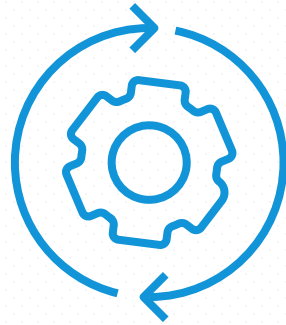
Nov: 203

Dec: 464

Jan: 117\*

December 2025 2nd  
busiest Dec in 10 years.  
Shy of Dec 2017's  
record 510

\*Updated on January 13, 2026

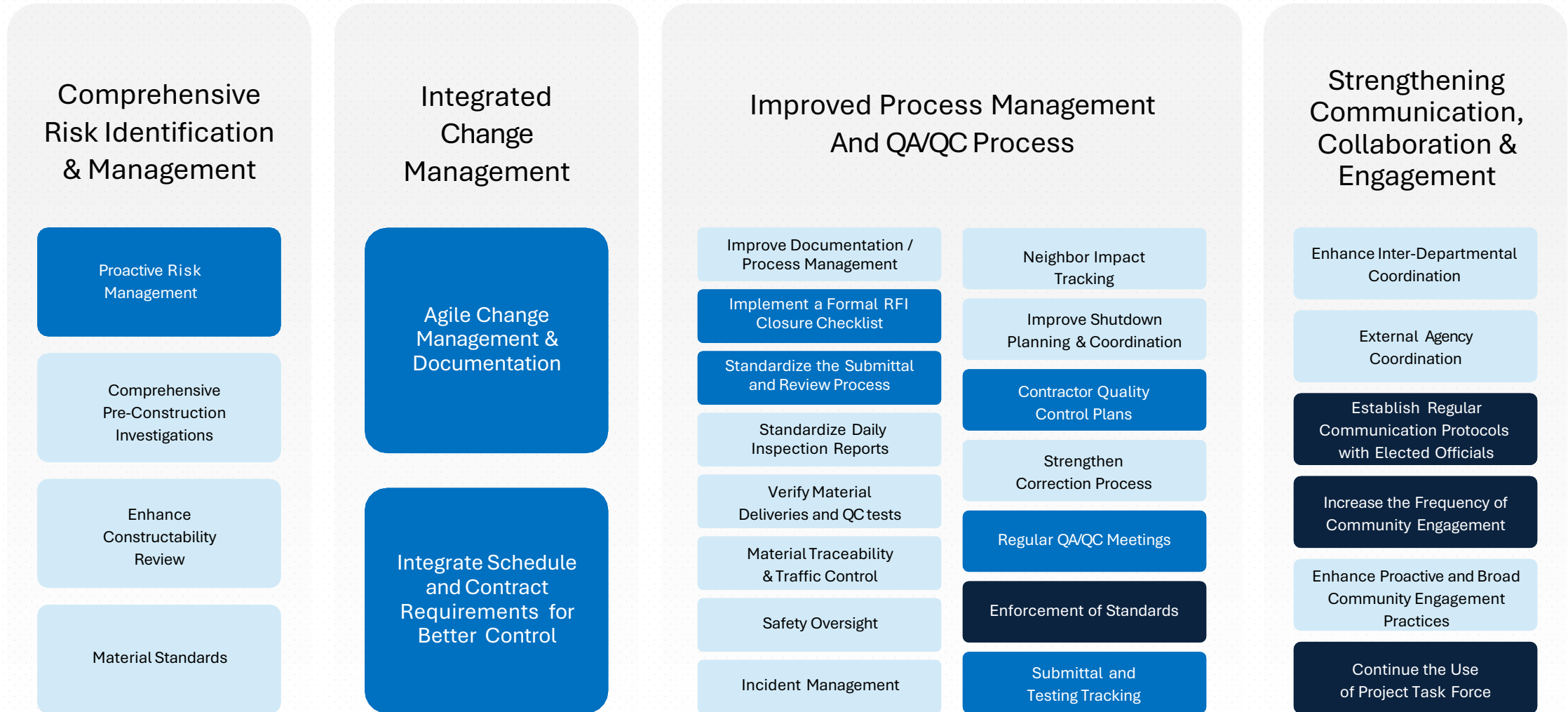


## Optimizing Operations



# Process Improvement Status: 48” Raw Water Pipeline Audit Response

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |



Supplement Information

**Process Improvement Status:**

48” Raw Water Pipeline Audit Response



# Process Improvement Status

(slide 1 of 6)

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |

| Process Improvement Initiatives                | Process Improvement Details                   | WSSC Water Actions                                                                                                                                                                       | Status      | Start Date | End Date |
|------------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------------|----------|
| Comprehensive Risk Identification & Management | Proactive Risk Management                     | Perform CIP Controls Gap Analysis, then Develop Risk Register, Standardize Templates, and Provide Regular Monitoring through Scheduled Reviews, Leadership Dashboards                    | Planned     | Jun-2026   | Jun-2027 |
|                                                | Comprehensive Pre-Construction Investigations | Enhance on Geotech & Utility Investigations for Large Diameter Mains, Re-evaluate Standard Investigation Methods Related to Large Diameter Mains Outlined in the Pipeline Design Manual. | In Progress | Jun-2025   | Ongoing  |
|                                                | Enhance Constructability Review               | Enhance Design Review, Create Lessons Learned Documents/Database for Past Projects                                                                                                       | In Progress | Dec-2025   | Mar-2026 |
|                                                | Material Standards                            | Proactive Vendor Engagement, Updates to Material Standards, Supply-Chain Resilience Program                                                                                              | In Progress | May-2024   | Ongoing  |

# Process Improvement Status

(slide 2 of 6)

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |

| Process Improvement Initiatives | Process Improvement Details                                     | WSSC Water Actions                                                                                                          | Status  | Start Date | End Date |
|---------------------------------|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|---------|------------|----------|
| Integrated Change Management    | Agile Change Management & Documentation                         | Start with CIP Controls Gap Analysis and Roadmap Effort;<br>Improve Documentation, Approval, and Communication of Changes   | Planned | Jun-2026   | Dec-2027 |
|                                 | Integrate Schedule and Contract Requirements for Better Control | Start with CIP Controls Gap Analysis and Roadmap Effort;<br>Review Baseline Schedules, Document Risk-Related Correspondence | Planned | Jun-2026   | Jun-2027 |

# Process Improvement Status

(slide 3 of 6)

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |

| Process Improvement Initiatives                                    | Process Improvement Details                                                                                                                                        | WSSC Water Actions                                                  | Status      | Start Date | End Date |
|--------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------|------------|----------|
| Improve Documentation / Process Management and Strengthening QA/QC | Improve Documentation / Process Management                                                                                                                         | Review Current Construction Process and Standardize Procedures      | In Progress | Jul-2025   | May-2026 |
|                                                                    | Implement a Formal RFI Closure Checklist                                                                                                                           | Create IOP for RFI Closeout and Documentation                       | Planned     | Jan-2026   | Apr-2026 |
|                                                                    | Standardize the Submittal and Review Process                                                                                                                       | Create IOP for Submittals via e-Builder/Trimble                     | Planned     | Feb-2026   | May-2026 |
|                                                                    | Standardize Daily Inspection Reports<br>Verify Material Deliveries and QC tests<br>Material Traceability & Traffic Control<br>Safety Oversight Incident Management | Update IOP for Inspections, Material Traceability, Safety Oversight | In Progress | Oct-2025   | Feb-2026 |
|                                                                    | Neighbor Impact Tracking                                                                                                                                           | Track via E-builder/Emails; Create IOP                              | In Progress | Oct-2025   | Mar-2026 |

# Process Improvement Status

(slide 4 of 6)

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |

| Process Improvement Initiatives                                  | Process Improvement Details              | WSSC Water Actions                                                                                                     | Status      | Start Date | End Date |
|------------------------------------------------------------------|------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-------------|------------|----------|
| Improve Documentation / Process Management & Strengthening QA/QC | Improve Shutdown Planning & Coordination | Shutdown and Charge of Water Main SP under review                                                                      | In Progress | Aug-2025   | Mar-2026 |
|                                                                  | Contractor Quality Control Plans         | Specifications to be Updated                                                                                           | Planned     | Feb-2026   | Sep-2026 |
|                                                                  | Strengthen Correction Process            | IOP in place for enforcement of contract docs; IOPs to be established for installation and inspection of patches, etc. | In Progress | Mar-2025   | Dec-2026 |
|                                                                  | Regular QA/QC Meetings                   | Establish IOP that will cover the process for conducting QA/QC meetings, etc.                                          | Planned     | July-2026  | Sep-2026 |
|                                                                  | Enforcement of Standards                 | IOP in place for addressing safety deficiencies on projects                                                            | Implemented | July-2025  | ✓        |
|                                                                  | Submittal and Testing Tracking           | Establish IOP for Standardization of Submittals                                                                        | Planned     | Mar-2026   | Sep-2026 |

# Process Improvement Status

(slide 5 of 6)

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |

| Process Improvement Initiatives                      | Process Improvement Details                                      | WSSC Water Actions                                                     | Status      | Start Date | End Date |
|------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------|-------------|------------|----------|
| Strengthen Communication, Collaboration & Engagement | Inter-Departmental Coordination                                  | Revised Project Stat format                                            | Implemented | Aug-2025   | ✓        |
|                                                      |                                                                  | Coordinate across CIP Controls, PMT, Master Planning                   | Planned     | Feb-2026   | Dec-2026 |
|                                                      | External Agency Coordination                                     | Engage Stakeholders via Quarterly Agency Project Coordination Meetings | Implemented | Aug-2017   | ✓        |
|                                                      |                                                                  | Early/Proactive Engagement with Permitting Agencies                    | In Progress | Jul-2023   | Ongoing  |
|                                                      |                                                                  | Early/Proactive Engagement with Utilities                              | In Progress | Jul-2023   | Ongoing  |
|                                                      | Establish Regular Communication Protocols with Elected Officials | Regular Updates and Meetings with Elected Officials                    | Implemented | Jul-2024   | ✓        |

# Process Improvement Status

(slide 6 of 6)

|        |             |
|--------|-------------|
| Legend | Planned     |
|        | In Progress |
|        | Implemented |

| Process Improvement Initiatives                      | Process Improvement Details                                | WSSC Water Actions                                                                                                               | Status      | Start Date | End Date |
|------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-------------|------------|----------|
| Strengthen Communication, Collaboration & Engagement | Increase the Frequency of Community Engagement             | Community Meetings at 30% and 100% design                                                                                        | Implemented | Aug-2025   | ✓        |
|                                                      |                                                            | Regular Reviewing the Anticipated Timelines Associated with Last Community Touchpoints                                           | Implemented | Aug-2025   | ✓        |
|                                                      |                                                            | Quarterly Update with a 90+ Day Durations; 3 updates Mailed to Key Stakeholders throughout the Year                              | Implemented | Aug-2025   | ✓        |
|                                                      | Enhance Proactive and Broad Community Engagement Practices | Proactive Outreach with Churches, Schools and Other Agencies/ Nonprofits Regularly, also with Active Civic Associations and HOAs | In Progress | Aug-2025   | Apr-2026 |
|                                                      | Continue the Use of Project Task Force                     | Task Force for Major Projects; Plan and Participate Community Activities                                                         | Implemented | Jan-2025   | ✓        |

# Audit Findings | High-Level Status

| Department                                  | OIG Verified<br>Closed Actions | Corrective Actions          |      |       |
|---------------------------------------------|--------------------------------|-----------------------------|------|-------|
|                                             |                                | Pending OIG<br>Verification | Open | Total |
| Utility Services                            |                                |                             | 1    | 1     |
| Customer Service                            |                                |                             | 1    | 1     |
| Finance Department                          | 1                              | 1                           |      | 1     |
| Human Resources                             |                                | 5                           |      | 5     |
| Strategic Partnership &<br>Community Impact |                                | 1                           |      | 1     |
| Information Technology                      |                                | 3                           |      | 3     |
| TOTAL                                       | 1                              | 10                          | 2    | 12    |

**Note:** Status as of January 1, 2026

# Audit Risk Categories

| RISK CATEGORY | DESCRIPTION                                                                                                            |
|---------------|------------------------------------------------------------------------------------------------------------------------|
| <b>HIGH</b>   | Critical control weaknesses (i.e., exceptions to regulations, policies, procedures and/or rules)                       |
| <b>MEDIUM</b> | Control deficiencies which impair the Commission's ability to initiate, authorize, record, process, or report data     |
| <b>LOW</b>    | Less significant efficiency and effectiveness control enhancement matters which are captured in management memorandums |

# High & Medium Audit Findings

| Project Name /Finding                                                                                                                                                | Risk Category | Recommendation                                                                   | Responsible Party   | Due Date      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|----------------------------------------------------------------------------------|---------------------|---------------|
| <b>CUSTOMER SERVICE<br/>HIGH BILL<br/>ADJUSTMENTS/CORRECTIONS<br/>PROCESS AUDIT</b><br>Finding 1: Delegation of Authority<br>Violations for High Bill<br>Adjustments | <b>MEDIUM</b> | Recommendation 1:<br>Strengthen Billing Oversight<br>in the C2M Platform         | Customer<br>Service | February 2026 |
| <b>Fire Hydrant Operations</b><br>Finding 2: Information systems<br>have incomplete and inaccurate<br>locational data for fire hydrants                              | <b>MEDIUM</b> | Recommendation 2:<br>Ensure the locational data<br>for fire hydrants is accurate | Utility Services    | August 2026   |

| New Awards                     | 7                      |
|--------------------------------|------------------------|
| Engineering & Construction (7) | \$45,199,792.00        |
| <b>Total</b>                   | <b>\$45,199,792.00</b> |

| Change Orders                  | 3                     |
|--------------------------------|-----------------------|
| Customer Service (1)           | \$100,000.00          |
| Engineering & Construction (1) | \$1,013,461.00        |
| Utility Services (1)           | \$713,332.00          |
| <b>Total</b>                   | <b>\$1,826,793.00</b> |

| Option Terms | 0             |
|--------------|---------------|
|              |               |
|              |               |
| <b>Total</b> | <b>\$0.00</b> |

# Business of the Day

| Management<br>Agenda Items Presented                       | 10                     |
|------------------------------------------------------------|------------------------|
| <b>Total Value of<br/>All Contract Actions</b>             | <b>\$47,026,585.00</b> |
| <b>Information-Only<br/>Presentations<br/>(Management)</b> | <b>4</b>               |

# Questions?



This report tracks WSSC Water's progress towards achieving the Strategic Plan adopted by the Commissioners. In support of the core value of accountability, the Key Performance Indicators (KPIs) are presented for our Mission. This report is produced on a monthly basis, and each KPI reflects the most recently available data. This month we highlight the following:

- **Estimated Bills:** As of January 1st 2026, WSSC Water had created a total of **2,323** consecutive estimated bills. This is a 48% increase from the previous month's total of 1,571 total estimated bills.
- **Accounts Billed On-Time:** As of January 1st 2026, WSSC Water had billed **99.99%** of accounts on-time.
- **Average Answer Speed:** As of January 1st 2026, WSSC Water had an average answer speed of **3.9 minutes**. This is a 63% increase from the previous month's average of 2.4 minutes. WSSC Water strives to have an average wait time of 4 minutes or below, this month's average is below the threshold by 0.1 minute.
- **Past Due Amounts and Accounts:** As of January 1st 2026, WSSC Water had **99,446** past due accounts totaling **\$69 million**. The \$69 million past due reflects a \$7M decrease from November 2025 (\$76M). Residential premises account for 75% of the delinquencies with 95,023 past due accounts totaling \$51M.

### As requested by the Commision:

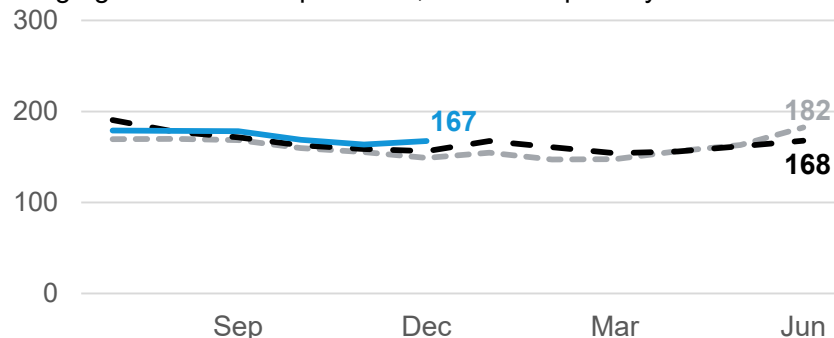
- Vacant Senior Management Position(s): There are no vacant senior management positions.
- Incorporated additional data from FY24, along with turn-on and turn-off information for FY26.

## Optimizing Operations

### Provide Safe and Reliable Water

#### Water Production

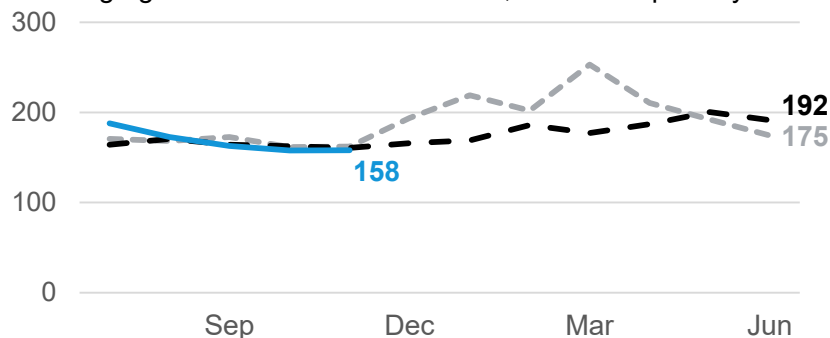
average gallons of water produced, in millions per day



### Return Clean Water to Our Environment

#### Wastewater Treatment

average gallons of wastewater treated, in millions per day



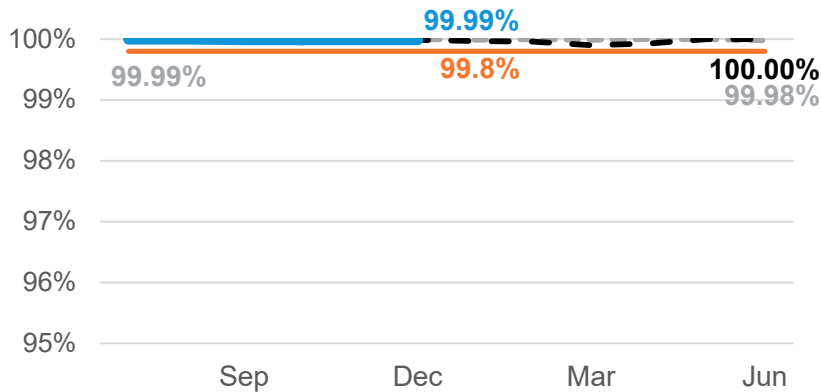
# Customer Engagement & Partnerships

— This year (FY26)  
 — Projected target  
 - - Last year (FY25) FY24 - - - -

## Deliver Safe, Reliable and Consistent Service

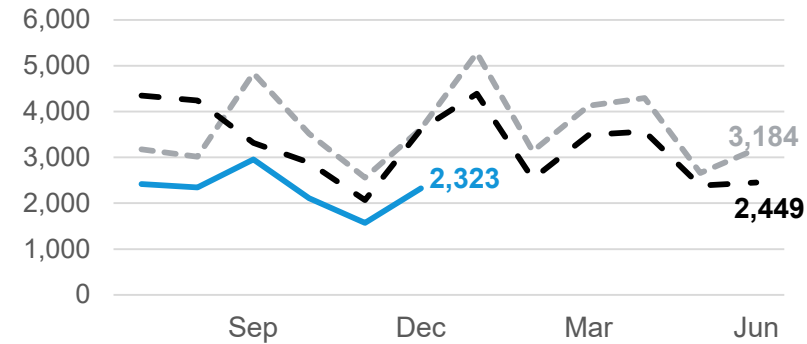
### Accounts Billed On-Time

% of accounts billed on-time, within 15 calendar days after billing window closes



### Estimated Bills

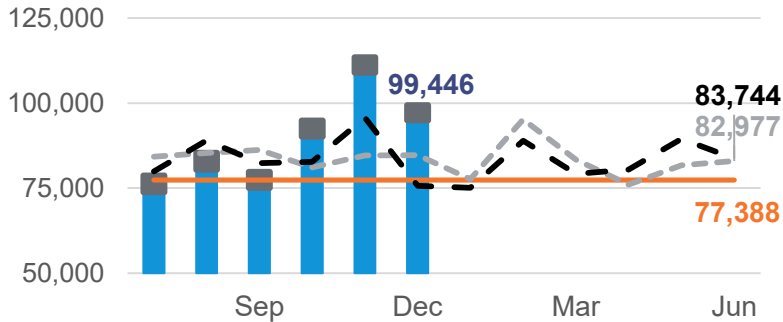
# of consecutive estimated bills created



# Affordability & Financial Viability

### Past Due Accounts

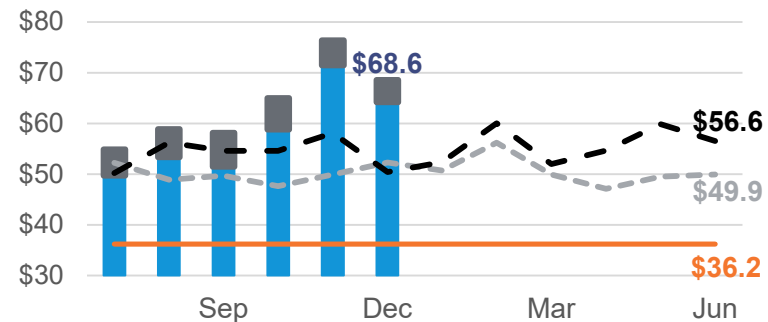
# of accounts more than 30 days past the bill date as of the last business day of the month



■ Total Accounts ■ Active Accounts ■ Inactive Accounts

### Past Due Amount

\$ of accounts (millions) more than 30 days past the bill date as of the last business day of the month



## Asset Management & Infrastructure Reliability

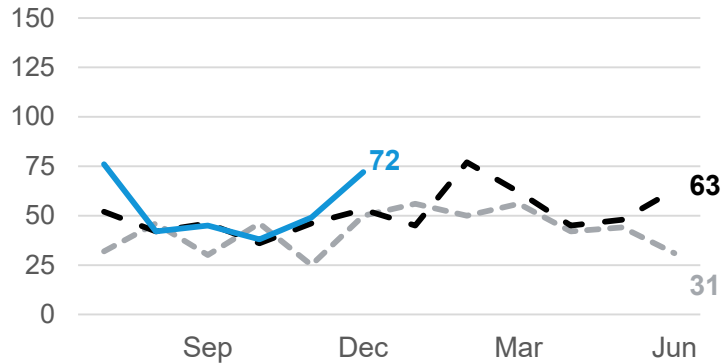
### Customer Engagement & Partnerships

— This year (FY26)  
 — Projected target  
 - - Last year (FY25) FY24 - - - -

#### Deliver Safe, Reliable and Consistent Service

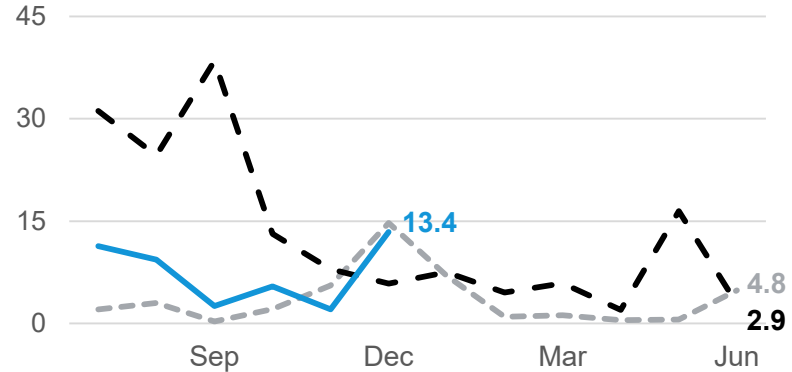
##### Basement Backups

# of basement backups



##### Water Service Restoration Time (Hours)

# of outage hours / # of housing units impacted

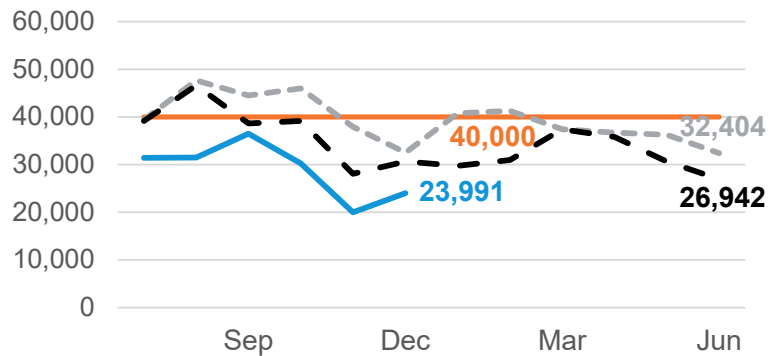


## Customer Engagement & Partnerships

#### Provide Timely Response to Customer Queries

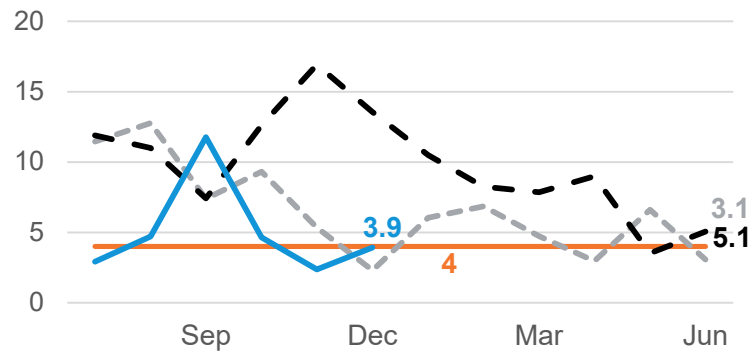
##### Call Volume

# of calls received per month



##### Average Answer Speed

average minutes customer waits for customer care call center agent



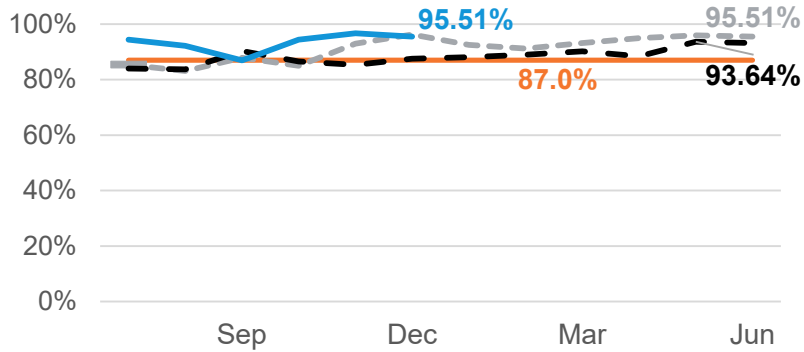
# Customer Engagement & Partnerships

— This year (FY26)  
 — Projected target  
 - - Last year (FY25) FY24 - - - -

## Provide Timely Response to Customer Queries

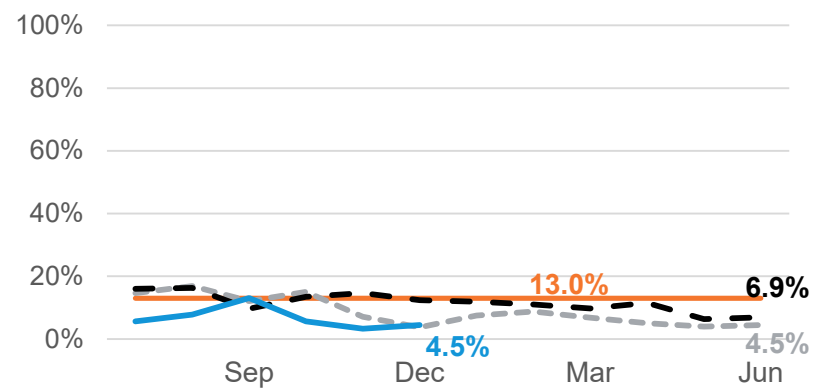
### Calls Answered

# of calls answered by a customer care agent / total calls



### Calls Not Answered

# of calls not answered by a customer care agent / total calls

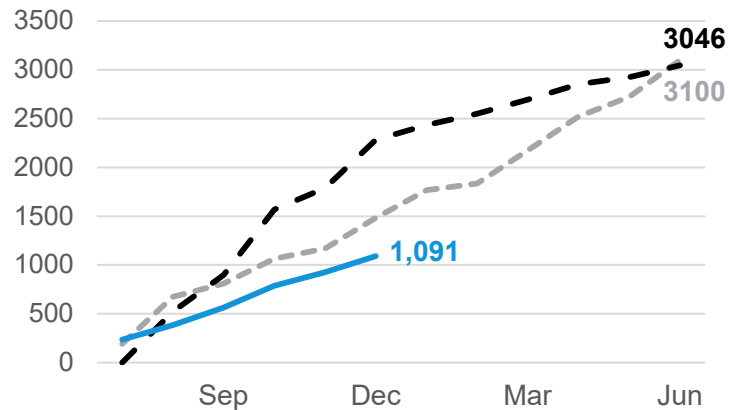


# Affordability & Financial Viability Customer Engagement & Partnerships

## Be a Good Citizen within Our Community

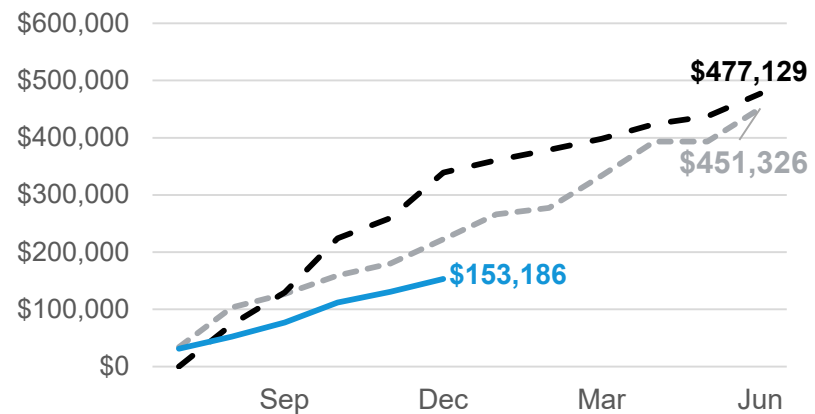
### Water Fund Assistance Customers Served

# of customers served, cumulative for fiscal year



### Water Fund Assistance Provided

financial assistance applied to qualified customer water/sewer bills, cumulative for fiscal year



## Affordability & Financial Viability

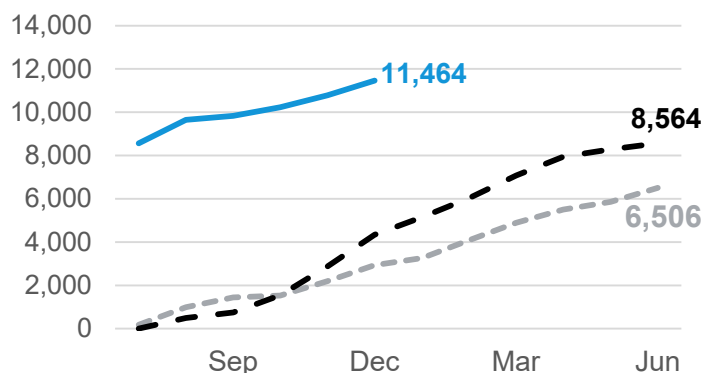
## Customer Engagement & Partnerships

— This year (FY26)  
 - - Last year (FY25)  
 - - - FY24

### Be a Good Citizen within Our Community

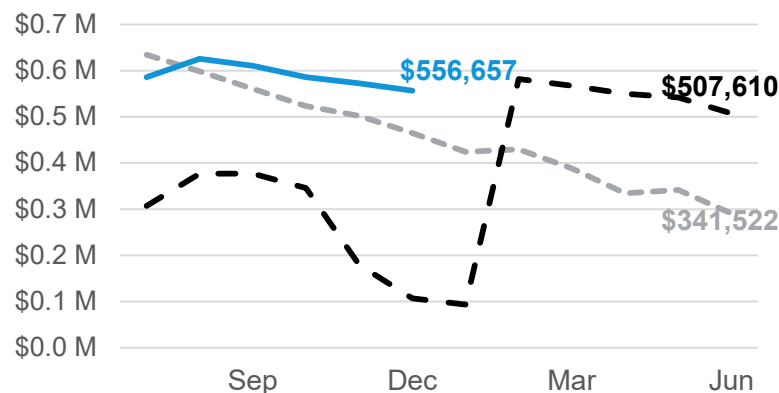
#### Customer Assistance Program Participants

# participants served (includes active and inactive accounts), cumulative for fiscal year



#### Water Fund Bank Balance

value of account balance at month's end

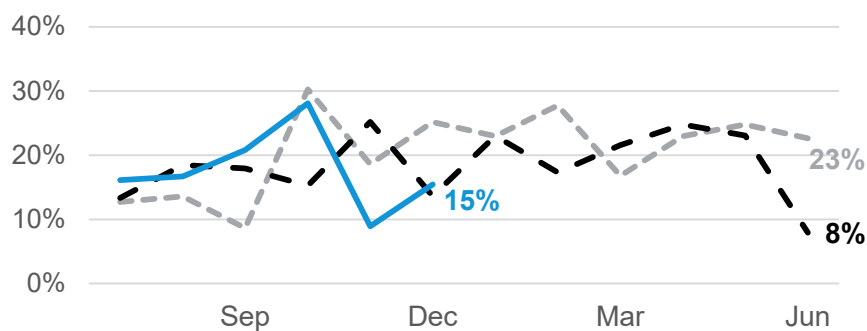


## Workforce Development

### Acquire the Best People

#### Monthly Positions Filled

# of positions filled / # of actively recruited positions

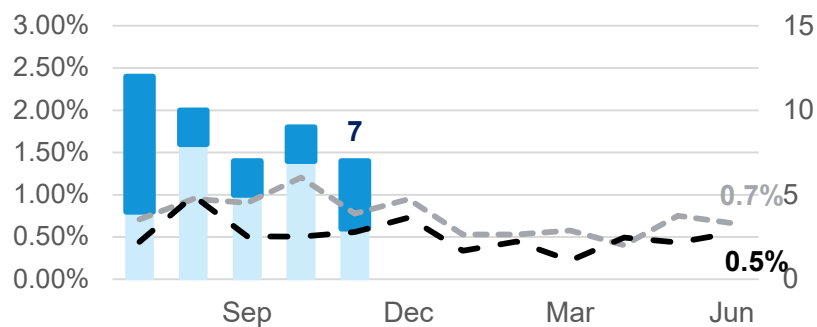


### Retain Top Performers

#### Monthly Turnover Rate

# of employee separations / # of FTEs

■ Retirement separations  
 ■ Other separations



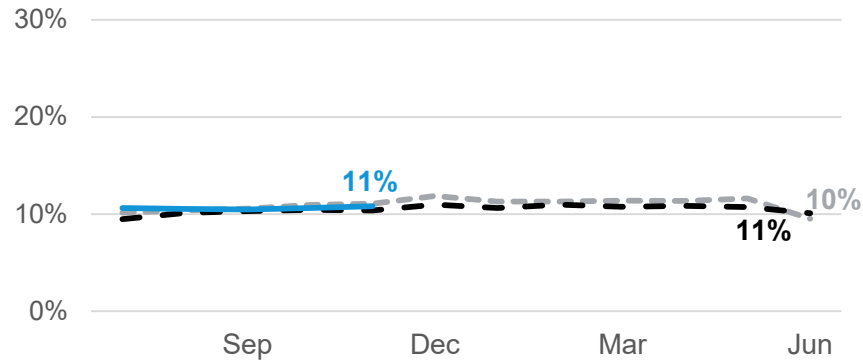
# Workforce Development

— This year (FY26)  
 - - Last year (FY25)  
 - - - FY24

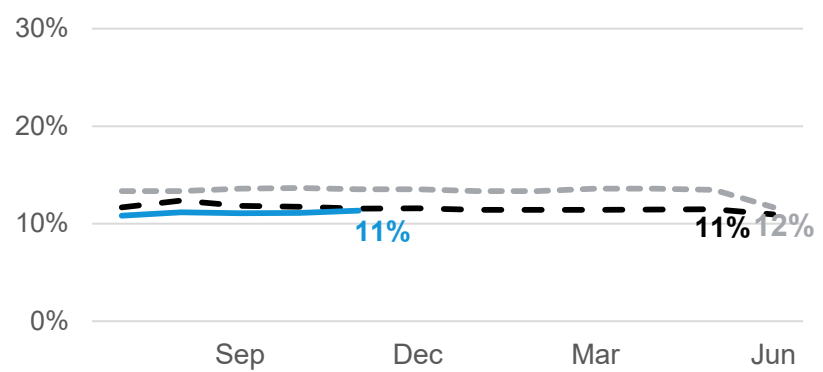
## Develop and Grow Talent

# of regular employees eligible for retirement within next x years / total # of FTEs

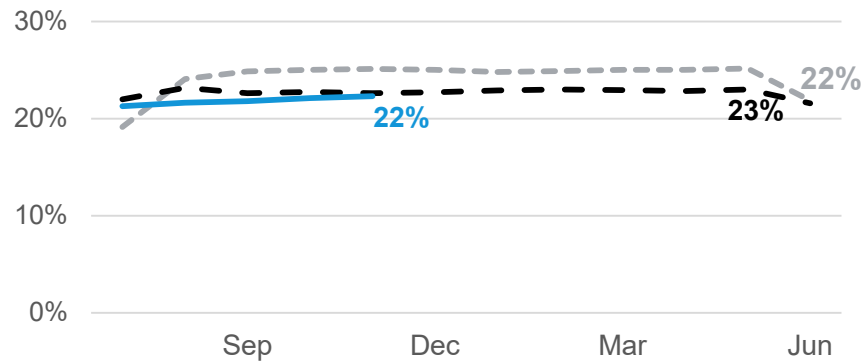
### Retirement Eligibility (Full) Eligible Now



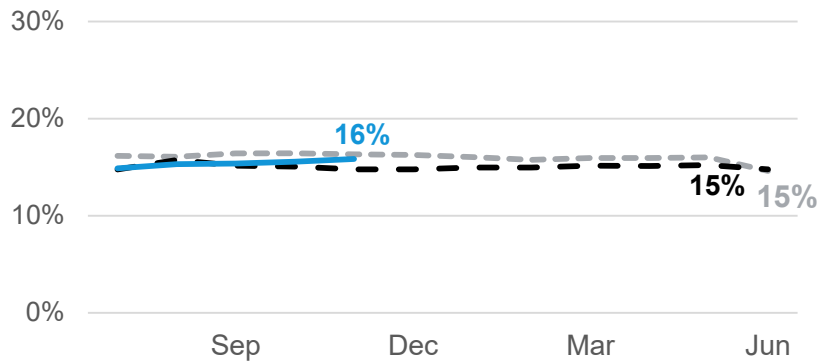
### Retirement Eligibility (Early) Eligible Now



### Retirement Eligibility (Full) Eligible Within 5 Years



### Retirement Eligibility (Early) Eligible Within 5 Years



## Sustainability & Resiliency

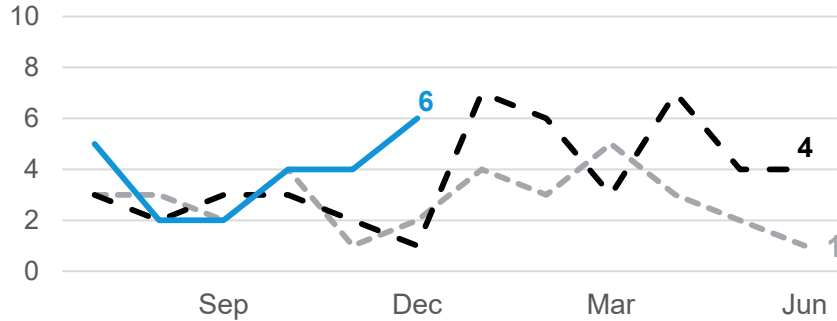
### Culture Shift

— This year (FY26)  
 - - Last year (FY25)  
 - - FY24

#### Plan Proactively with Community Stakeholders and Resolve and Learn from Past Incidents

##### Emergency and Coordinated Responses

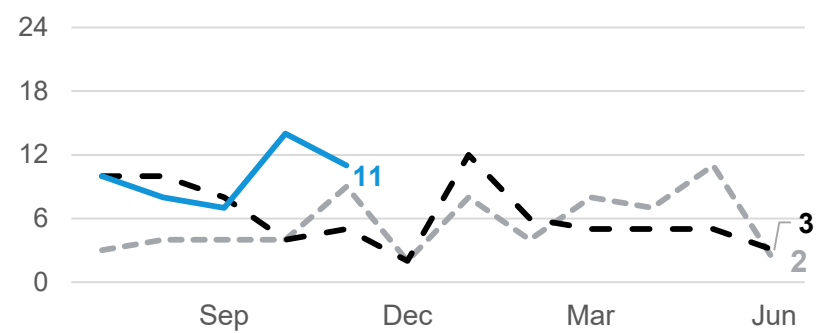
# of cross-departmental coordinated responses, exercises and drills



#### Maintain Best in Class Operating Environment Safety for Employees

##### Occupational Injuries

# of occupational injuries that occurred

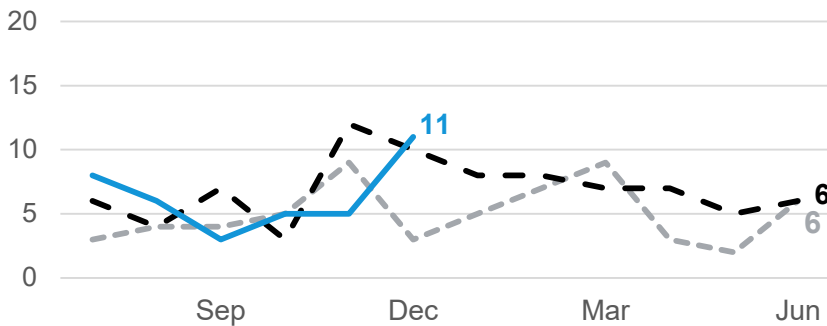


## Asset Management & Infrastructure Reliability

#### Secure Commission's Critical Infrastructure

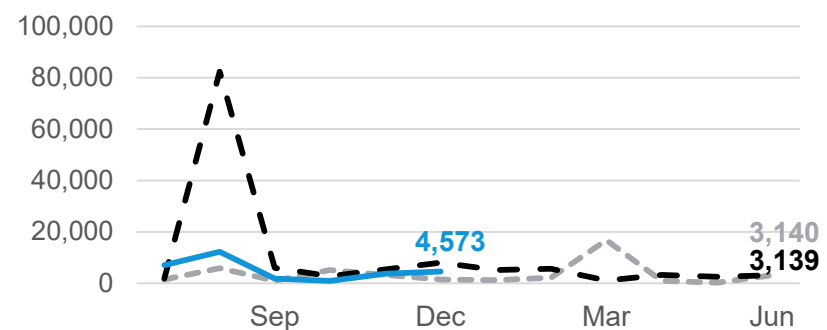
##### Sanitary Sewer Overflows

# of sanitary sewer overflows per month



##### Sanitary Sewer Overflow Volume

Total gallons of sanitary sewer overflows per month



# Turn-offs and Turn-ons Report – December 2025

\* WSSC Water is currently not turning off customers. \*

## Montgomery County Summary of Turnoffs and Turnons from 12/01/2025 to 12/31/2025

(Blank)

Total Turnoffs Attempted

1

Completed Turnons

(Blank)

Completed Turn  
Offs

(Blank)

Attempted and Not  
Completed

## Prince George's County Summary of Turnoffs and Turnons from 12/01/2025 to 12/31/2025

(Blank)

Total Turnoffs Attempted

3

Completed Turnons

(Blank)

Completed Turn  
Offs

(Blank)

Attempted and Not  
Completed

## All WSSC Water Service Area Summary of Turnoffs and Turnons from 12/01/2025 to 12/31/2025

(Blank)

Total Turnoffs Attempted

4

Completed Turnons

(Blank)

Completed Turn  
Offs

(Blank)

Attempted and Not  
Completed

## Montgomery County Turnoffs & Turnons by Collections Class from 12/01/2025 to 12/31/2025

● Completed Turnoffs ● Attempted/NotComple... ● Completed Turn...



## Prince George's County Turnoffs & Turnons by Collections Class from 12/01/2025 to 12/31/2025

● Completed Turnoffs ● Attempted/NotComple... ● Completed Turn...



## All WSSC Water Service Area Turnoffs & Turnons by Collections Class from 12/01/2025 to 12/31/2025

● Completed Turnoffs ● Attempted/NotComple... ● Completed Turn...



# Turn-offs and Turn-ons Report – FYTD

## Montgomery County Summary of Turnoffs and Turnons from 07/01/2025 to 12/31/2025

788

Total Turnoffs Attempted

554

Completed Turnons

686

Completed Turn  
Offs

102

Attempted and Not  
Completed

## Prince George's County Summary of Turnoffs and Turnons from 07/01/2025 to 12/31/2025

1548

Total Turnoffs Attempted

1060

Completed Turnons

1379

Completed Turn  
Offs

169

Attempted and Not  
Completed

## All WSSC Water Service Area Summary of Turnoffs and Turnons from 07/01/2025 to 12/31/2025

2336

Total Turnoffs Attempted

1614

Completed Turnons

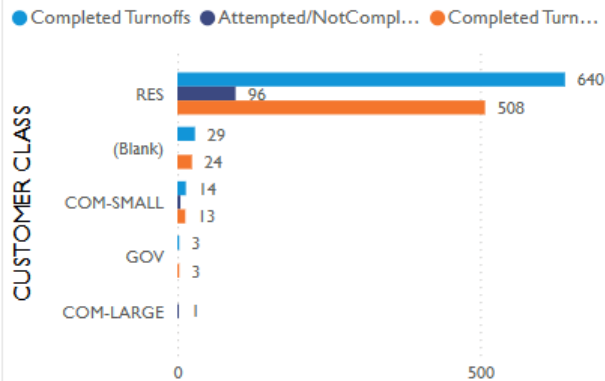
2065

Completed Turn  
Offs

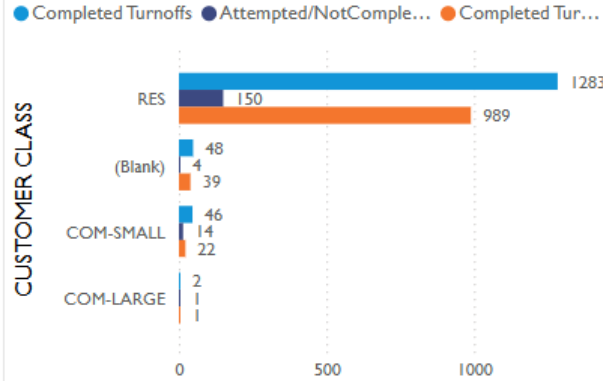
271

Attempted and Not  
Completed

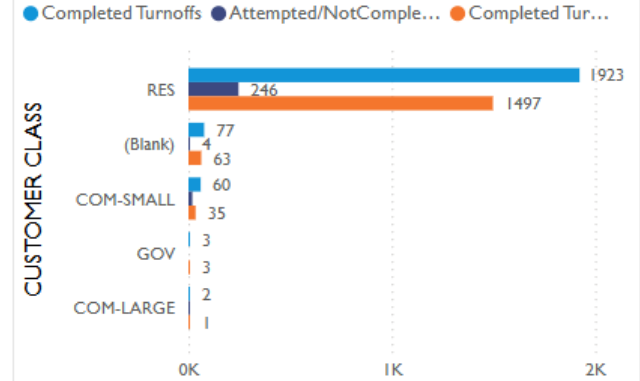
## Montgomery County Turnoffs & Turnons by Collections Class from 07/01/2025 to 12/31/2025



## Prince George's County Turnoffs & Turnons by Collections Class from 07/01/2025 to 12/31/2025



## All WSSC Water Service Area Turnoffs & Turnons by Collections Class from 07/01/2025 to 12/31/2025





## COMMISSION PACKAGE

### Purpose of Request

This Commission Package requests approval of Change Order No. 8 to Contract No. BF1582E91, 48-inch Patuxent Raw Water Pipeline Phase I and Phase II, in the amount of \$1,013,461.00, to Allan Myers MD, Inc. The proposed Change Order also increases the contract duration by one hundred forty (140) calendar days to accommodate the additional work in accordance with the contract requirements.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input checked="" type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input type="checkbox"/> Invitation for Bid<br><input checked="" type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$1,013,461.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | BF1582E91                                                                                                                                                                                                                                                                                                        |
| <b>Contract Term:</b>                                                                                                                                                   | 1,138 Days                                                                                                                                                                                             | <b>Project Location:</b>                                                                                                                                                                                   | <input type="checkbox"/> Montgomery County<br><input checked="" type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

The scope of this contract included the construction of a new 48-inch raw water (pre-treated) transmission main extending from the raw water pumping station at the Rocky Gorge Dam to the Patuxent Water Filtration Plant. The work encompasses all labor, materials, equipment, and appurtenant construction activities necessary to complete the pipeline installation in accordance with the contract documents.

Change Order No. 8 addressed additional work required to remove unforeseen rock encountered along Bond Mill Road between Stations 57+00 and 70+00. The Change Order includes direct costs associated with labor, equipment, materials, and subcontractor services necessary to perform the additional rock excavation and removal required to complete the pipeline installation in this segment. The work for this Change Order was completed on August 7, 2023.

While the project experienced challenges during demobilization and project management phases, those issues were mitigated through enhanced oversight protocols and corrective measures implemented by the project team.



|                     |                |                     |    |
|---------------------|----------------|---------------------|----|
| <b>FY26 Budget:</b> | \$1,013,461.00 | <b>FY27 Budget:</b> | \$ |
| <b>FY28 Budget:</b> | \$             | <b>FY29 Budget:</b> | \$ |

### Capital Improvement Project (CIP)

|                           |                             |
|---------------------------|-----------------------------|
| <b>CIP Project Title:</b> | Patuxent Raw Water Pipeline |
| <b>CIP Job Number:</b>    | W-172.07                    |

### Justification

Construction of the new raw water transmission main is necessary to enable the Patuxent Water Filtration Plant to increase production capacity to meet current and future drinking water demands within Montgomery and Prince George's Counties. The additional pipeline capacity will enhance system resiliency and operational redundancy, reduce reliance on aging infrastructure, and improve the overall reliability of raw water conveyance to the treatment facility. These improvements are critical to sustaining uninterrupted water service and supporting long-term regional water supply needs.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                                                   |                                                                                                                                                 |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                                               | Allan Myers MD, Inc.                                                                                                                            |
| <b>Contract Amount:</b>                                               | \$1,013,461.00                                                                                                                                  |
| <b>Business Location:</b>                                             | Fallston, Maryland                                                                                                                              |
| <b>Past Performance:</b>                                              | <input type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance<br>*See "Project Scope and Overview" section for details. |
| Subcontractors                                                        | Summary of Services                                                                                                                             |
| Bulldog Distribution Trucking, LLC<br>Beltsville, Maryland            | Trucking & aggregate supply                                                                                                                     |
| Bota Consulting Engineers, Inc.<br>Lanham, Maryland                   | Geotechnical services & laboratory testing & inspection services of soils compaction backfill, concrete & asphalt testing                       |
| Empire Landscape, LLC<br>Silver Spring, Maryland                      | Site preparation & landscaping services                                                                                                         |
| Nasir & Associates, LLC<br>Baltimore, Maryland                        | Construction material merchant wholesaler                                                                                                       |
| Minority Environmental Solutions and Services, LLC<br>Bowie, Maryland | Landscaping services                                                                                                                            |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                                                     | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input checked="" type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input checked="" type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |



**Other Justification(s):** Change Order No. 8 is required to address unforeseen subsurface conditions, specifically the presence of additional rock encountered along Bond Mill Road between Stations 57+00 and 70+00. The extent of rock removal in this area exceeded the conditions anticipated in the contract documents and necessitated additional excavation efforts to complete installation of the raw water main in accordance with project requirements.

### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount:    | Approved By:              | Approval Date: |
|-------------------------|-------------------|-----------------------|---------------------------|----------------|
| Original Contract Value | \$8,393,777.00    |                       | Commissioners             | 10/21/2020     |
| Change Order No. 1      | \$156,705.00      | \$8,550,482.00        | E&C Management            | 9/21/2021      |
| Change Order No. 2      | \$534,475.00      | \$9,084,957.00        | Chief Procurement Officer | 12/20/2021     |
| Change Order No. 3      | \$0.00            | \$9,084,957.00        | Chief Procurement Officer | 10/25/2023     |
| Change Order No. 4      | \$206,725.53      | \$9,291,682.53        | Chief Procurement Officer | 11/06/2024     |
| Change Order No. 5      | \$239,084.00      | \$9,530,766.53        | Commissioners             | 01/15/2025     |
| Change Order No. 6      | \$16,288.46       | \$9,547,054.99        | Commissioners             | 01/15/2025     |
| Change Order No. 7      | \$17,884.00       | \$9,564,938.99        | Commissioners             | 05/21/2025     |
| <b>TOTALS</b>           |                   | <b>\$9,564,938.99</b> |                           |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. BF1582E91 CO No. 8 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Evita J. Fields Buyer's Initials: EGF



### Legal Form and Sufficiency Review

**Contract award method:**

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☐ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☒ Not applicable (e.g. change order, option term)

\_\_\_\_\_  
General Counsel's Office



Review and Approval

Signed by:

*Alan K. Wong*

9CC9C860D9374DE...

**Alan K. Wong**  
**Chief Engineer**

Jan 16, 2026 | 2:20 PM EST

**Date**

Signed by:

*Kiyon T. Harley*

0A75BF3AD966495...

**Kiyon Harley**  
**Office of Supplier Diversity & Inclusion Director**

Jan 16, 2026 | 3:27 PM EST

**Date**

DocuSigned by:

*Munetsi T. Musara*

66EC2C787AA4449...

**Munetsi Timothy Musara**  
**Chief Financial Officer**

Jan 16, 2026 | 2:35 PM EST

**Date**

DocuSigned by:

*Caprecia Poole-Williams*

A42FEDB2CA544D0...

**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Jan 16, 2026 | 2:30 PM EST

**Date**

Signed by:

*Aklile Tesfaye*

729AA1281A544A4...

**Aklile Tesfaye**  
**Deputy General Manager of Operations**

Jan 16, 2026 | 4:22 PM EST

**Date**

DocuSigned by:

*K. Powell*

D2484629DDEE450...

**Kishia L. Powell**  
**General Manager/CEO**

Jan 18, 2026 | 10:59 AM EST

**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



## COMMISSION PACKAGE

### Purpose of Request

This Commission Package seeks approval to award Contract No. 84576, Brink Elevated Water Tank Rehabilitation, to D and Six Sons Painting LLC, in the amount of \$6,927,300.00, with a contract duration of five hundred forty (540) calendar days, for the rehabilitation of the Brink Elevated Water Tank and related services in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$6,927,300.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | 84576                                                                                                                                                                                                                                                                                                            |
| <b>Contract Term:</b>                                                                                                                                                   | 540 Days                                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                   | <input checked="" type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

The scope of this contract includes the rehabilitation of the 1-million-gallon elevated water storage tank, including required structural repairs to components such as ladders, platforms, hatches, antenna mounts, and interior roof members. The work also includes replacement of associated service and overflow piping, valves, vaults, and related appurtenances. Following completion of structural and mechanical repairs, the elevated tank will be abrasively blasted and repainted in accordance with applicable coating and corrosion protection requirements.

Additional work includes site improvements such as grading, access road upgrades, and necessary electrical and instrumentation enhancements. The contract also provides for maintaining uninterrupted access for communication service providers throughout construction. The scope further includes replacement of the existing 24-inch water service piping from the tank base to the connection at the pumping station tee, replacement of the 8-inch overflow piping, and rehabilitation or replacement of the altitude control valve vault and associated piping, valves, and structural components.



The contract additionally includes demolition of the existing telecommunications tower, including removal of associated guy wires and foundations, and construction of a new prefabricated telecommunications tower to support continued communication services.

|                     |              |                     |                |
|---------------------|--------------|---------------------|----------------|
| <b>FY26 Budget:</b> | \$425,000.00 | <b>FY27 Budget:</b> | \$6,000,000.00 |
| <b>FY28 Budget:</b> | \$502,300.00 | <b>FY29 Budget:</b> | \$0.00         |

### Capital Improvement Project (CIP)

|                           |                                               |
|---------------------------|-----------------------------------------------|
| <b>CIP Project Title:</b> | 000105.00                                     |
| <b>CIP Job Number:</b>    | Water Storage Facility Rehabilitation Program |

### Justification

The Brink Elevated Water Tank has not been recoated in over thirty (30) years and is overdue for comprehensive surface preparation and recoating to prevent further corrosion and deterioration. The project will include abrasive blasting of existing surfaces followed by application of a new epoxy-based protective coating system to restore structural integrity and extend the service life of the tank.

In addition, critical yard piping, the altitude control valve, and associated electrical and SCADA equipment have reached the end of their useful service life and require replacement to maintain reliable system operation. The project also includes structural repairs to address corrosion-related deficiencies and implementation of OSHA-compliant safety upgrades, including improvements to manways, ladders, and railings, to enhance safety for WSSC Water personnel performing inspection and maintenance activities.

The proposed contract amount is approximately five percent (5%) higher than the Engineer's Estimate of \$6,640,000.00, which is within an acceptable range for construction market conditions and reflects the scope and complexity of the required rehabilitation work.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                   |                                                                                                  |
|---------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>               | D and Six Sons Painting LLC                                                                      |
| <b>Contract Amount:</b>               | \$6,927,300.00                                                                                   |
| <b>Business Location:</b>             | Stockbridge, Michigan                                                                            |
| <b>Past Performance:</b>              | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors                        | Summary of Services                                                                              |
| Tekniwell, Inc.<br>Accokeek, Maryland | Performing all non-coating aspects of the project and electrical work                            |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |

|                                |
|--------------------------------|
| <b>Other Justification(s):</b> |
|--------------------------------|

| Contract Summary        |                   |                    |              |                |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |



### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 84576 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Initial  
WF

Buyer: Wilma S. Foster Buyer's Initials: \_\_\_\_\_

### Legal Form and Sufficiency Review

#### Contract award method:

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

*Nina R Hickson*

36721264CCA14E4...

General Counsel's Office



## Review and Approval

Signed by:

*Alan K. Wong*

**Alan K. Wong**  
**Chief Engineer**

Dec 31, 2025 | 7:59 AM EST

**Date**

Signed by:

*Kiyon T. Harley*

**Kiyon T. Harley**  
**Office of Supplier Diversity & Inclusion Director**

Dec 31, 2025 | 10:30 AM EST

**Date**

DocuSigned by:

*Munetsi T. Musara*

**Munetsi Timothy Musara**  
**Chief Financial Officer**

Dec 31, 2025 | 9:07 AM EST

**Date**

Signed by:

*Michael Jackson*

**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Dec 31, 2025 | 8:37 AM EST

**Date**

Signed by:

*Aklile Tesfaye*

**Aklile Tesfaye**  
**Deputy General Manager Operations**

Jan 2, 2026 | 7:28 AM EST

**Date**

DocuSigned by:

*K. Powell*

**Kishia L. Powell**  
**General Manager/CEO**

Jan 8, 2026 | 6:04 PM EST

**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



### Bid Results

|                        |                                          |                                                                             |                       |
|------------------------|------------------------------------------|-----------------------------------------------------------------------------|-----------------------|
| SOLICITATION NO: 84576 |                                          | DATE: 11/24/2025<br>TIME: <b>2:00 PM</b><br>LOCATION: <b>OpenGov Portal</b> | BUYER NAME: W. Foster |
| TITLE:                 | Brink Elevated Water Tank Rehabilitation |                                                                             |                       |
| ENGINEER'S ESTIMATE    | <b>\$6,640,000.00</b>                    | RECORDED BY:                                                                | W. Foster             |
| BID TABULATION         |                                          |                                                                             |                       |

|    | NAME OF BIDDER               | BID AMOUNT       |
|----|------------------------------|------------------|
| 1. | D and Six Sons Painting LLC  | \$6,927,300.00   |
| 2. | W.M. Schlosser Company, Inc. | \$12, 466,000.00 |



## COMMISSION PACKAGE

### Purpose of Request

This Commission Package requests approval to award Contract No. 79579, Potomac Water Filtration Plant Headhouse Power Feed, to W.M. Schlosser Company, Inc., in the amount of \$15,991,330.00, with a contract duration of one thousand eight hundred twenty-five (1,825) calendar days, for the construction of the headhouse power feed improvements in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$15,991,330.00                                                                                                                                                                                        | <b>Contract Number:</b>                                                                                                                                                                                    | 79579                                                                                                                                                                                                                                                                                                            |
| <b>Contract Term:</b>                                                                                                                                                   | 1,825 Days                                                                                                                                                                                             | <b>Project Location:</b>                                                                                                                                                                                   | <input checked="" type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

The scope of this contract includes construction improvements necessary to replace the USS-1 Substation at the Potomac Water Filtration Plant and to enhance overall system resiliency and operational continuity. The work consists of installing a new double-ended, outdoor unit substation (USS-1) with new primary load switches, transformers, and switchgear configured in a Main-Tie-Main distribution arrangement to improve redundancy, fault isolation, and reliability of electrical service to critical plant operations. The contract also includes the construction of a weatherproof, insulated enclosure equipped with lighting, heating, and ventilation systems to house the new USS-1 equipment and support reliable operation under varying environmental conditions.

The scope further includes installation of new electrical manholes, handholes, and ductbanks to provide power and control connections to the new substation equipment, as well as the re-routing of power and control systems serving equipment currently supplied by the existing USS-1. Existing wires and cables within underground ductbanks and exposed raceways, boxes, and fittings will be replaced as necessary to reduce the risk of electrical



failure. Temporary independent power will be provided, as required, to maintain continuous operation of critical facilities during load transfer and cutover activities.

In addition, the scope includes construction of a reinforced concrete foundation pad to support the new USS-1, complete with ramps and stairs to provide safe access for operation and maintenance. Relocation of existing utilities will be performed as needed to accommodate construction activities. Upon completion and commissioning of the new substation, the contract includes the demolition and decommissioning of the existing USS-1 substation.

### Capital Improvement Project (CIP)

|                           |                                  |                     |                |
|---------------------------|----------------------------------|---------------------|----------------|
| <b>CIP Project Title:</b> | Potomac WFP Headhouse Power Feed |                     |                |
| <b>CIP Job Number:</b>    | BF7231A21                        |                     |                |
| <b>FY26 Budget:</b>       | \$3,997,832.50                   | <b>FY27 Budget:</b> | \$3,997,832.50 |
| <b>FY28 Budget:</b>       | \$3,997,832.50                   | <b>FY29 Budget:</b> | \$3,997,832.50 |

### Justification

The Potomac Water Filtration Plant, located at 12200 River Road, Potomac, Maryland, is a 280-million-gallon-per-day (MGD) water treatment facility that provides high-quality drinking water to customers within WSSC Water's distribution system in Montgomery and Prince George's Counties. The facility is a critical component of the regional water supply system and must maintain continuous, reliable operation to meet public health and service obligations.

Central to the Plant's operation is the USS-1 Unit Substation, which supplies electrical power to essential treatment and support systems, including sedimentation basins, filtration processes, chemical feed systems, communications and process control systems, HVAC systems, and other critical plant facilities. The performance and reliability of this substation are therefore vital to uninterrupted plant operations.

Over time, the functionality of the existing USS-1 Unit Substation has significantly deteriorated, to the point where it can no longer reliably support plant operations. Most of its components have exceeded their intended service life, and replacement parts are no longer available due to equipment obsolescence. Continued reliance on the existing substation presents an unacceptable risk of failure, which could result in operational disruptions, reduced treatment capacity, or service interruptions.

Accordingly, replacement of the existing USS-1 Unit Substation is necessary to restore reliable electrical service and enhance system resiliency. Relocating the substation from the Headhouse basement to an optimized outdoor location will improve accessibility, safety, maintainability, and long-term operational reliability. This project is essential to sustaining continuous plant operations, protecting public health, and supporting WSSC Water's mission to provide safe and dependable drinking water service.



### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrency:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|

### Awardee Information

|                                                        |                                                                                                  |                                   |
|--------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------|
| <b>Contractor Name:</b>                                | W.M. Schlosser Company, Inc.                                                                     |                                   |
| <b>Contract Amount:</b>                                | \$15,991,330.00                                                                                  |                                   |
| <b>Business Location:</b>                              | Hyattsville, Maryland                                                                            |                                   |
| <b>Past Performance:</b>                               | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |                                   |
| <b>Subcontractors</b>                                  |                                                                                                  | <b>Summary of Services</b>        |
| Mac Electric, LLC<br>Gaithersburg, Maryland            |                                                                                                  | Furnish & install electrical gear |
| Singleton Electric Co., Inc.<br>Gaithersburg, Maryland |                                                                                                  | Electrical installation           |

### Change Order Justification

| <b>Goods and Services:</b>                                                                                                                         | <b>Construction:</b>                                                                                                                                                                                                                                        | <b>Professional Services or Architectural &amp; Engineering:</b>                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |

**Other Justification(s):**



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 79579 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Evita J. Fields Buyer's Initials: \_\_\_\_\_

DS  
EJF



## Legal Form and Sufficiency Review

### Contract award method:

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

*Nina R Hickson*

36721264CCA14E4...

General Counsel's Office



Review and Approval

Signed by:

*Alan K. Wong*

9CG9G860B9374DE...

**Alan K. Wong**  
**Chief Engineer**

Dec 31, 2025 | 7:37 AM EST

**Date**

Signed by:

*Kiyon T. Harley*

0A75BF3AD966495...

**Kiyon Harley**  
**Office of Supplier Diversity & Inclusion Director**

Dec 31, 2025 | 10:33 AM EST

**Date**

DocuSigned by:

*Munetsi T. Musara*

66EC2C787AA4449...

**Munetsi Timothy Musara**  
**Chief Financial Officer**

Dec 31, 2025 | 9:11 AM EST

**Date**

Signed by:

*Michael Jackson*

C735B6B7495F4C3...

**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Dec 31, 2025 | 8:36 AM EST

**Date**

Signed by:

*Aklile Tesfaye*

729AA1281A544A4...

**Aklile Tesfaye**  
**Deputy General Manager of Operations**

Jan 2, 2026 | 7:34 AM EST

**Date**

DocuSigned by:

*Kishia L. Powell*

D2484629DDEE450...

**Kishia L. Powell**  
**General Manager/CEO**

Jan 8, 2026 | 5:56 PM EST

**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



## Bid Results

|                               |                                                     |                                                                         |                              |
|-------------------------------|-----------------------------------------------------|-------------------------------------------------------------------------|------------------------------|
| <b>SOLICITATION NO: 79579</b> |                                                     | <b>DATE:</b><br><b>TIME: 2:00 PM</b><br><b>LOCATION: OpenGov Portal</b> | <b>BUYER NAME: E. Fields</b> |
| <b>TITLE:</b>                 | Potomac Water Filtration Plant Headhouse Power Feed |                                                                         |                              |
| <b>ENGINEER'S ESTIMATE</b>    | <b>\$10,000,000.00</b>                              | <b>RECORDED BY:</b>                                                     | E. Fields                    |
| <b>BID TABULATION</b>         |                                                     |                                                                         |                              |

|    | <b>NAME OF BIDDER</b>        | <b>BID AMOUNT</b> |
|----|------------------------------|-------------------|
| 1. | W.M. Schlosser Company, Inc. | \$15,991,330.00   |



## COMMISSION PACKAGE

### Purpose of Request

This Commission Package seeks approval to award Contract No. 81591, Bradley Boulevard Water Main Replacement, to Sagres Construction Corporation, in the amount of \$3,747,333.00, with a contract duration of two hundred thirty (230) calendar days, for the replacement of water main infrastructure and related services in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$3,747,333.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | 81591                                                                                                                                                                                                                                                                                                            |
| <b>Contract Term:</b>                                                                                                                                                   | 230 days                                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                   | <input checked="" type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

This project includes the installation of approximately 0.79 miles of new water main infrastructure in Bethesda, Montgomery County, Maryland. The work consists of the installation of approximately 0.74 miles of 16-inch diameter water mains, 0.01 miles of 10-inch diameter water mains, and 0.04 miles of 8-inch diameter water mains. The project also includes the installation of approximately 0.43 miles of water house connections to support service continuity and overall system reliability.

As part of the public outreach and stakeholder engagement effort, informational fact sheets were mailed on February 26, 2025, to affected customers and to The Honorable Andrew Friedson, Montgomery County Council, District 1. A community outreach meeting will be held approximately four (4) to six (6) weeks prior to the commencement of construction, with meeting invitation cards mailed to affected customers and Councilmember Friedson.

|                     |                |                     |                |
|---------------------|----------------|---------------------|----------------|
| <b>FY26 Budget:</b> | \$1,249,111.00 | <b>FY27 Budget:</b> | \$2,498,222.00 |
|---------------------|----------------|---------------------|----------------|



|                     |    |                     |    |
|---------------------|----|---------------------|----|
| <b>FY28 Budget:</b> | \$ | <b>FY29 Budget:</b> | \$ |
|---------------------|----|---------------------|----|

### Capital Improvement Project (CIP)

|                           |                                          |
|---------------------------|------------------------------------------|
| <b>CIP Project Title:</b> | Bradley Boulevard Water Main Replacement |
| <b>CIP Job Number:</b>    | BTBR7232A21                              |

### Justification

This project involves the replacement of existing 16-inch, 10-inch, and 8-inch cast iron water mains, originally constructed between 1941 and 1954, with new 16-inch, 10-inch, and 8-inch ductile iron water mains. The project is located in Montgomery County within the 495A pressure zone and provides water service to the Bradley Woods, Highland Hills, and Woodhaven neighborhoods in Bethesda, Maryland.

Since 2004, these areas have experienced approximately ten (10) water main breaks, system shutdowns, and pipe repairs, demonstrating a pattern of infrastructure failure and increasing maintenance demands. Replacement of the aging water mains is necessary to improve system reliability, enhance water quality, and reduce ongoing maintenance and emergency repair costs.

This water main is of particular importance due to its proximity to sensitive and high-use community facilities, including Maryland-National Capital Park and Planning Commission Hillmead Neighborhood Park and the Landon School. Completion of this project will mitigate the risk of service interruptions in these areas and support WSSC Water's commitment to providing safe and reliable drinking water to the community.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                                        |                                                                                                  |
|------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                                    | Sagres Construction Corporation                                                                  |
| <b>Contract Amount:</b>                                    | \$3,747,333.00                                                                                   |
| <b>Business Location:</b>                                  | Alexandria, Virginia                                                                             |
| <b>Past Performance:</b>                                   | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors                                             | Summary of Services                                                                              |
| Phoenix Constructions, LLC<br>Capital Heights, Maryland    | Water house connections                                                                          |
| Caded Consulting Corporation<br>Gaithersburg, Maryland     | Construction stakeout                                                                            |
| M&C Logistics, Inc.<br>Clinton, Maryland                   | Hauling Services                                                                                 |
| Acorn Supply & Distributing, Inc.<br>White Marsh, Maryland | Material Supply                                                                                  |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |

|                                |
|--------------------------------|
| <b>Other Justification(s):</b> |
|--------------------------------|



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 81591 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Wilma S. Foster Buyer's Initials: \_\_\_\_\_

Initial  
WF



## Legal Form and Sufficiency Review

### Contract award method:

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

*Nina R Hickson*

36724264GCA14E4...

General Counsel's Office



## Review and Approval

Signed by:

*Alan K. Wong*

9CC9C660D9374DE...

**Alan K. Wong**  
**Chief Engineer**

Dec 31, 2025 | 8:04 AM EST

**Date**

Signed by:

*Kiyon T. Harley*

0A75BF3AD966495...

**Kiyon Harley**  
**Office of Supplier Diversity & Inclusion Director**

Dec 31, 2025 | 10:29 AM EST

**Date**

DocuSigned by:

*Munetsi T. Musara*

66EC2C707AAM449...

**Munetsi Timothy Musara**  
**Chief Financial Officer**

Dec 31, 2025 | 9:07 AM EST

**Date**

Signed by:

*Michael Jackson*

C735B6B7495E4C3...

**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Dec 31, 2025 | 8:37 AM EST

**Date**

Signed by:

*Aklile Tesfaye*

729AA1281A544A4...

**Aklile Tesfaye**  
**Deputy General Manager of Operations**

Jan 5, 2026 | 8:32 AM EST

**Date**

DocuSigned by:

*K Powell*

D2484620DBEE450...

**Kishia L. Powell**  
**General Manager/CEO**

Jan 8, 2026 | 5:55 PM EST

**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



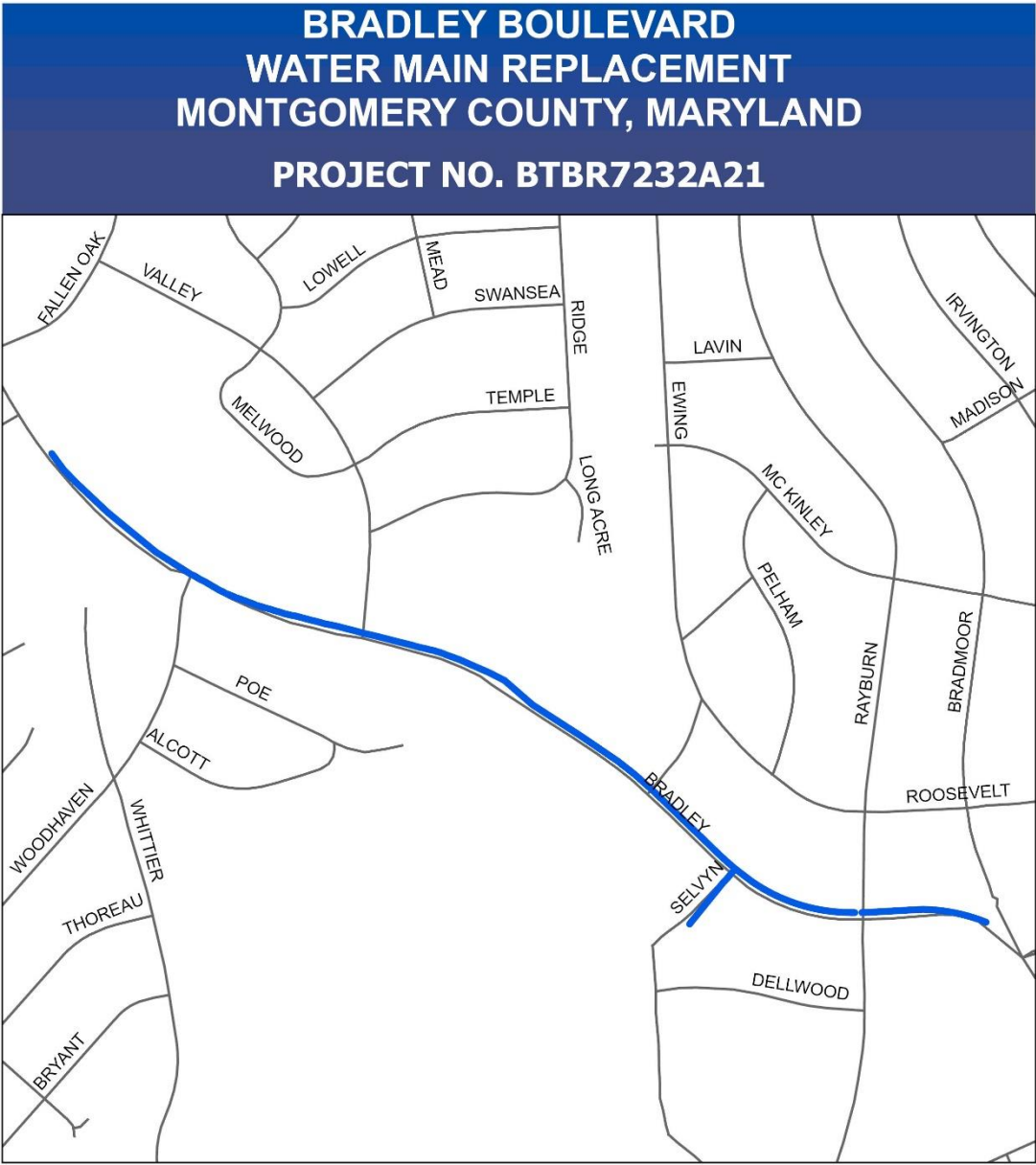
## Bid Results

|                                  |                                      |                                                                                               |                                       |
|----------------------------------|--------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------|
| <b>SOLICITATION NO:</b><br>81591 |                                      | <b>DATE:</b> November 25, 2025<br><b>TIME:</b> 2:00 PM<br><b>LOCATION:</b> ON-LINE DISCUSSION | <b>BUYER NAME:</b><br>Wilma S. Foster |
| <b>TITLE:</b>                    | Bradley Blvd. Water Main Replacement |                                                                                               |                                       |
| <b>ENGINEER'S ESTIMATE</b>       | \$3,362,019.00                       | <b>RECORDED BY:</b>                                                                           | W. Foster                             |
| <b>BID TABULATION</b>            |                                      |                                                                                               |                                       |

|    | NAME OF BIDDER                  | BID AMOUNT     |
|----|---------------------------------|----------------|
| 1. | Sagres Construction Corporation | \$3,747,333.00 |
| 2. | A & M Concrete Corporation      | \$4,436,035.00 |
| 3. | Anchor Construction Corporation | \$5,876,155.00 |
| 4. | Fort Myer Construction Corp.    | \$6,698,623.00 |
| 5. | Rivers Construction Group, In.  | \$7,155,350.00 |



Project Map



— WATER MAIN REPLACEMENT AREA





## COMMISSION PACKAGE

### Purpose of Request

This Commission Package seeks approval to award Contract No. 48551-122, Glenarden Sewer Rehabilitation, to Insituform Technologies, LLC, in the amount of \$3,799,344.00, with a contract duration of two hundred eighty-eight (288) calendar days, for the rehabilitation of sanitary sewer infrastructure services in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$3,799,344.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | 48551-122                                                                                                                                                                                                                                                                                                        |
| <b>Contract Term:</b>                                                                                                                                                   | 288 Days                                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                   | <input type="checkbox"/> Montgomery County<br><input checked="" type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

This contract provides for the repair, rehabilitation, and replacement of approximately 2.54 miles of deficient sanitary sewer mains and laterals within the Beaverdam Basin in Prince George's County, Maryland. The work will be completed using multiple construction methods, including the installation of approximately 10,382 linear feet (1.97 miles) of cured-in-place pipe (CIPP) lining, the replacement of approximately 1,131 linear feet (0.21 miles) of sanitary sewer mains using open-cut construction techniques, and the rehabilitation of approximately 3,568 linear feet (0.36 miles) of defective sanitary sewer laterals. The project also includes the repair or replacement of approximately seventy-nine (79) manholes requiring corrective action.

As part of the public outreach and stakeholder engagement process, informational fact sheets were mailed to affected customers on May 28, 2025. A community outreach meeting will be held approximately four (4) to six (6) weeks prior to the start of construction, and an invitation to participate will be extended to The Honorable Shayla Adams-Stafford, Prince George's County Council, District 5.

|                     |                 |                     |                 |
|---------------------|-----------------|---------------------|-----------------|
| <b>FY26 Budget:</b> | \$ 1,139,803.20 | <b>FY27 Budget:</b> | \$ 2,659,540.80 |
| <b>FY28 Budget:</b> | \$              | <b>FY29 Budget:</b> | \$              |



### Capital Improvement Project (CIP)

|                           |                                           |
|---------------------------|-------------------------------------------|
| <b>CIP Project Title:</b> | Glenarden Roads Sewer Main Rehabilitation |
| <b>CIP Job Number:</b>    | CICRLRMH8026A25                           |

### Justification

The project is located within the Beaverdam Basin in Prince George's County, where the existing sanitary sewer system conveys wastewater to the Anacostia Wastewater Pumping Station. The infrastructure within this basin includes approximately 2.54 miles of 4-inch, 6-inch, and 8-inch concrete gravity sewer mains and laterals, many of which were originally constructed between 1947 and 1990. These facilities have exceeded their intended service life and exhibit advanced deterioration.

Field investigations and condition assessments identified multiple deficiencies, including root intrusion, groundwater infiltration, structural defects, and grease accumulation. These conditions impair hydraulic performance, increase the risk of blockages and sanitary sewer overflows, and pose potential environmental and public health concerns. Absent timely rehabilitation, continued degradation of the system is expected, increasing the likelihood of emergency repairs, service disruptions, and potential regulatory noncompliance.

This rehabilitation project is critical to restoring system integrity, improving conveyance reliability, and mitigating risks associated with aging sewer infrastructure. The project is funded through a Maryland Department of the Environment (MDE) loan, which requires the Commission to complete the work in accordance with the approved scope, schedule, and funding conditions. Approval of this award supports WSSC Water's long-term infrastructure renewal objectives and reinforces the Commission's commitment to environmental compliance and responsible asset stewardship.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                                |                                                                                                  |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                            | Insituform Technologies, LLC                                                                     |
| <b>Contract Amount:</b>                            | 3,799,344.00                                                                                     |
| <b>Business Location:</b>                          | Chesterfield, Missouri                                                                           |
| <b>Past Performance:</b>                           | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors                                     | Summary of Services                                                                              |
| Envirenew, Inc.<br>New Market, Maryland            | Replace sewer house connections 4" by excavation,<br>0'-12' depth                                |
| Daco Construction Corporation<br>Severn, Maryland  | Road restoration, sidewalks, and driveways                                                       |
| P&P Sewer Techs, Inc.<br>Fort Washington, Maryland | Cementitious reconstruction for 4' inside diameter<br>manhole                                    |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |
| <b>Other Justification(s):</b>                                                                                                                     |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 48551-122 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Curtis L. Pinder Buyer's Initials: 



### Legal Form and Sufficiency Review

**Contract award method:**

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

*Nina R Hickson*

36721264CCA14E4...

General Counsel's Office



## Review and Approval

Signed by:

*Alan K. Wong*

96C9C868D9374DE...

**Alan K. Wong**  
**Chief Engineer**

Jan 9, 2026 | 9:26 AM EST

**Date**

Signed by:

*Kiyon T. Harley*

0A75BF3AD966496...

**Kiyon Harley**  
**Office of Supplier Diversity & Inclusion Director**

Jan 9, 2026 | 10:33 AM EST

**Date**

DocuSigned by:

*Munetsi T. Musara*

66EC2C787AA4449...

**Munetsi Timothy Musara**  
**Chief Financial Officer**

Jan 9, 2026 | 11:03 AM EST

**Date**

DocuSigned by:

*Caprecia Poole-Williams*

A42FEDB2CA544D0...

**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Jan 9, 2026 | 10:07 AM EST

**Date**

Signed by:

*Aklile Tesfaye*

729AA1261A544A4...

**Aklile Tesfaye**  
**Deputy General Manager of Operations**

Jan 12, 2026 | 8:29 AM EST

**Date**

DocuSigned by:

*K Powell*

D2484629DDEF450...

**Kishia L. Powell**  
**General Manager/CEO**

Jan 14, 2026 | 8:04 PM EST

**Date**



---

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

---

---

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



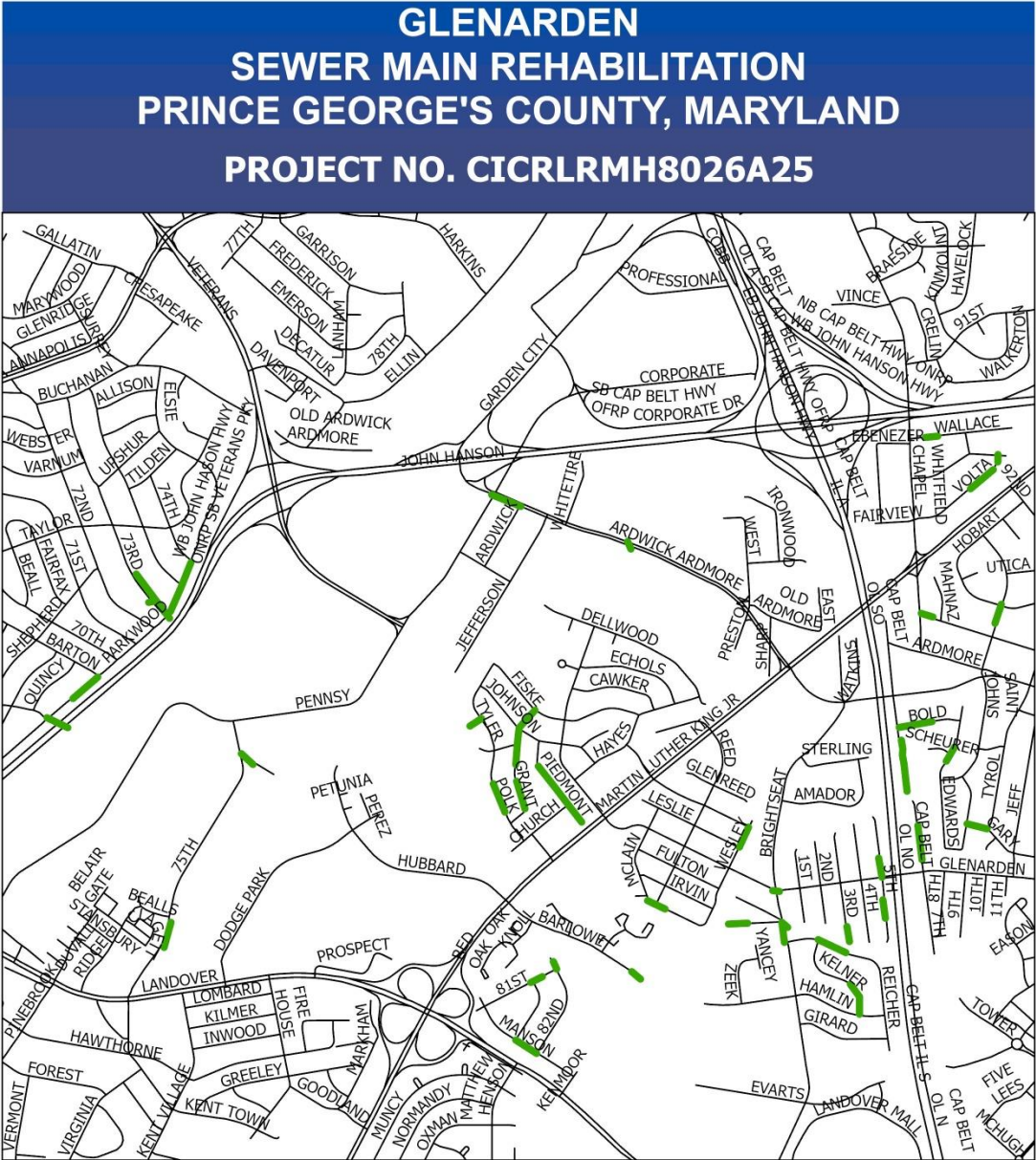
## Bid Results

|                            |                                |                                                              |                       |
|----------------------------|--------------------------------|--------------------------------------------------------------|-----------------------|
| SOLICITATION NO: 48551-122 |                                | DATE: 9/17/2025<br>TIME: 2:00 PM<br>LOCATION: Trimble Portal | BUYER NAME: C. Pinder |
| TITLE:                     | Glenarden Sewer Rehabilitation |                                                              |                       |
| ENGINEER'S ESTIMATE        | \$3,442,361.90                 | RECORDED BY:                                                 | C. Pinder             |
| BID TABULATION             |                                |                                                              |                       |

|    | NAME OF BIDDER                  | BID AMOUNT      |
|----|---------------------------------|-----------------|
| 1. | Insituform Technologies LLC     | \$3,799,344.00  |
| 2. | Inliner Solutions, LLC          | \$ 4,178,487.00 |
| 3. | Ross Contracting, Inc.          | \$ 4,822,540.00 |
| 4. | Rivers Construction Group, Ltd. | \$ 5,014,785.00 |
| 5. | Sagres Construction Corporation | \$ 5,157,710.00 |
| 6. | Anchor Construction Corporation | \$ 5,249,787.50 |



Project Map



SEWER MAIN REHABILITATION AREA





## COMMISSION PACKAGE

### Purpose of Request

This Commission Package seeks approval to award Contract No. 48551-123, Dodge Park Sewer Rehabilitation, to Anchor Construction Corporation, in the amount of \$4,604,759.00, with a contract duration of three hundred twenty (320) calendar days, for the rehabilitation of sanitary sewer infrastructure services in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$4,604,759.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | 48551-123                                                                                                                                                                                                                                                                                                        |
| <b>Contract Term:</b>                                                                                                                                                   | 320 Days                                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                   | <input type="checkbox"/> Montgomery County<br><input checked="" type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

This contract provides for the repair, rehabilitation, and replacement of approximately 2.79 miles of deficient sanitary sewer mains and laterals within the Beaverdam Basin in Prince George's County, Maryland. The work will be performed using multiple construction methods, including the installation of approximately 9,548 linear feet (1.81 miles) of cured-in-place pipe (CIPP) lining, the replacement of approximately 1,631 linear feet (0.31 miles) of sanitary sewer mains utilizing open-cut construction techniques, and the rehabilitation of approximately 3,519 linear feet (0.67 miles) of defective sanitary sewer laterals. The project also includes the repair or replacement of approximately seventy-nine (79) manholes requiring corrective action.

As part of the public outreach and stakeholder engagement process, informational fact sheets were mailed to affected customers on May 28, 2025. A community outreach meeting will be held approximately four (4) to six (6) weeks prior to the start of construction, and an invitation to participate will be extended to The Honorable Shayla Adams-Stafford, Prince George's County Council, District 5.



|                     |                |                     |                |
|---------------------|----------------|---------------------|----------------|
| <b>FY26 Budget:</b> | \$1,381,428.00 | <b>FY27 Budget:</b> | \$3,223,331.00 |
| <b>FY28 Budget:</b> | \$             | <b>FY29 Budget:</b> | \$             |

### Capital Improvement Project (CIP)

|                           |                                            |
|---------------------------|--------------------------------------------|
| <b>CIP Project Title:</b> | Dodge Park Roads Sewer Main Rehabilitation |
| <b>CIP Job Number:</b>    | CICRLRMH8027A25                            |

### Justification

The project is located within the Beaverdam Basin in Prince George's County, where the existing sanitary sewer system conveys wastewater to the Anacostia Wastewater Pumping Station. The sewer infrastructure in this area comprises approximately 2.79 miles of 4-inch, 6-inch, and 8-inch concrete gravity sewer mains and laterals, many of which were originally constructed between 1947 and 1990. These facilities have exceeded their intended service life and exhibit advanced deterioration.

Field investigations and condition assessments identified numerous deficiencies, including root intrusion, groundwater infiltration, structural defects, and grease accumulation. These conditions impair hydraulic performance, increase the likelihood of blockages and sanitary sewer overflows, and pose potential environmental and public health risks. Without timely rehabilitation, continued system degradation is expected, potentially resulting in emergency repairs, service disruptions, and regulatory noncompliance.

This sewer rehabilitation project is essential to restoring system integrity, improving conveyance reliability, and mitigating risks associated with aging infrastructure. The project is funded through a Maryland Department of the Environment (MDE) loan, which obligates the Commission to complete the work in accordance with the approved scope, schedule, and funding conditions. Approval of this award supports WSSC Water's long-term infrastructure renewal objectives and reinforces the Commission's commitment to environmental compliance and responsible asset stewardship.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                                        |                                                                                                  |
|------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                                    | Anchor Construction Corporation                                                                  |
| <b>Contract Amount:</b>                                    | 4,604,759.00                                                                                     |
| <b>Business Location:</b>                                  | Baltimore, Maryland                                                                              |
| <b>Past Performance:</b>                                   | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors                                             | Summary of Services                                                                              |
| Empire Landscape, LLC.<br>Silver Spring, Maryland          | Landscape                                                                                        |
| S & J Service, Inc.<br>Tuxedo, Maryland                    | Water and sewer line and related structures                                                      |
| Bulldog Distribution Trucking, LLC<br>Beltsville, Maryland | Trucking and aggregate supplier                                                                  |
| Royale Construction, Inc.<br>Bowie, Maryland               | Asphalt and concrete pavement restorations                                                       |
| CJF Construction, LLC.<br>College Park, Maryland           | Water and sewer line and related structures                                                      |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |
| <b>Other Justification(s):</b>                                                                                                                     |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 48551-123 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Curtis L. Pinder Buyer's Initials: 



### Legal Form and Sufficiency Review

#### Contract award method:

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

*Nina R Hickson*

36724264CCA44E4...

General Counsel's Office



Review and Approval

Signed by:

*Alan Wong*

9CC9C860D9374DE...

**Alan K. Wong**  
**Chief Engineer**

Jan 8, 2026 | 11:54 AM EST

**Date**

Signed by:

*Kiyon T. Harley*

0A75BE3AD966495...

**Kiyon Harley**  
**Office of Supplier Diversity & Inclusion Director**

Jan 8, 2026 | 12:57 PM EST

**Date**

DocuSigned by:

*Munetsi T Musara*

66EC2C787AA4449...

**Munetsi Timothy Musara**  
**Chief Financial Officer**

Jan 9, 2026 | 10:54 AM EST

**Date**

DocuSigned by:

*Caprecia Poole-Williams*

A42FEDB2CA544D0...

**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Jan 9, 2026 | 5:37 AM EST

**Date**

Signed by:

*Aklile Tesfaye*

720AA4284A644A4...

**Aklile Tesfaye**  
**Deputy General Manager of Operations**

Jan 12, 2026 | 8:30 AM EST

**Date**

DocuSigned by:

*K Powell*

D2404029DDEE450...

**Kishia L. Powell**  
**General Manager/CEO**

Jan 14, 2026 | 8:03 PM EST

**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**

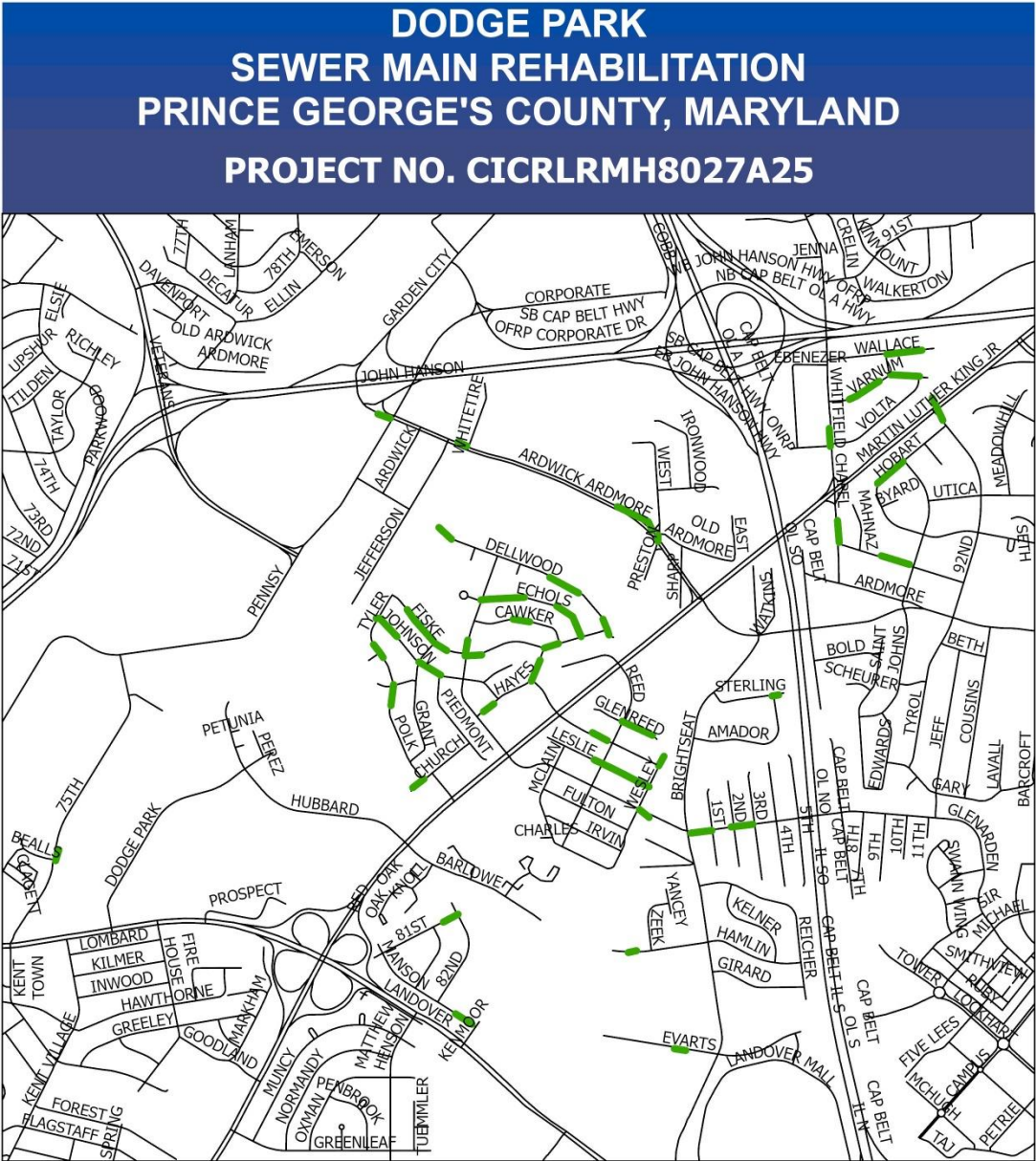


## Bid Results

| SOLICITATION NO: 48551-123 |                                 | DATE: 9.18.2025<br>TIME: 2:00PM<br>LOCATION: Trimble Portal | Buyer: Curtis L. Pinder |
|----------------------------|---------------------------------|-------------------------------------------------------------|-------------------------|
| TITLE:                     | Dodge Park Sewer Rehabilitation |                                                             |                         |
| ENGINEER'S ESTIMATE:       | \$3,919,208.38                  | RECORDED BY:                                                | C. Pinder               |
|                            | NAME OF BIDDER                  | BID AMOUNT                                                  |                         |
| 1.                         | Anchor Construction Corporation | \$4,604,759.00                                              |                         |
| 2.                         | Inliner Solutions               | \$5,038,382.00                                              |                         |
| 3.                         | Insituform Technologies         | \$5,284,819.00                                              |                         |
| 4.                         | Rivers Construction Group, Ltd. | \$5,550,430.00                                              |                         |
| 5.                         | Ross Contraction, Inc.          | \$5,739,465.00                                              |                         |
| 6.                         | Sagres Construction Corporation | \$6,447,122.50                                              |                         |



Project Map



SEWER MAIN REHABILITATION AREA





## COMMISSION PACKAGE

### Purpose of Request

This Commission Package seeks approval to award Contract No. 48551-136, Regency Drive Sewer Rehabilitation, to Rivers Construction Group, Ltd., in the amount of \$4,320,030.00, with a contract duration of four hundred five (405) calendar days, for the rehabilitation of sanitary sewer infrastructure and related services in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$4,320,030.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | 48551-136                                                                                                                                                                                                                                                                                                        |
| <b>Contract Term:</b>                                                                                                                                                   | 405 Days                                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                   | <input checked="" type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

The scope of this contract encompasses the repair, rehabilitation, and replacement of approximately 2.57 miles of deficient sanitary sewer mains and laterals within the Cabin John Basin in Montgomery County, Maryland. The work will be accomplished using a combination of construction methods, including approximately 1.55 miles of cured-in-place pipe (CIPP) lining, 0.12 miles of pipe bursting, 0.50 miles of sanitary sewer replacement utilizing open-cut construction techniques, and 0.40 miles of defective sanitary sewer lateral replacement. The project also includes the rehabilitation or replacement of approximately forty-nine (49) manholes.

As part of the public outreach and stakeholder engagement process, informational fact sheets were mailed to affected customers on June 17, 2025. A community outreach meeting will be held approximately four (4) to six (6) weeks prior to the start of construction, and an invitation to participate will be extended to The Honorable Andrew Friedson, Montgomery County Council, District 1.

|                     |                |                     |                |
|---------------------|----------------|---------------------|----------------|
| <b>FY26 Budget:</b> | \$1,080,008.00 | <b>FY27 Budget:</b> | \$3,240,022.00 |
|---------------------|----------------|---------------------|----------------|



|                     |    |                     |    |
|---------------------|----|---------------------|----|
| <b>FY28 Budget:</b> | \$ | <b>FY29 Budget:</b> | \$ |
|---------------------|----|---------------------|----|

### Capital Improvement Project (CIP)

|                           |                                    |
|---------------------------|------------------------------------|
| <b>CIP Project Title:</b> | Regency Drive Sewer Rehabilitation |
| <b>CIP Job Number:</b>    | CRCILRMH6171E16                    |

### Justification

This project is located in Montgomery County within the Cabin John Basin, where the sanitary sewer system conveys wastewater to the Blue Plains Advanced Wastewater Treatment Plant. The Regency Drive Sewer Rehabilitation Project addresses the repair, rehabilitation, and replacement of 4-inch, 6-inch, and 8-inch concrete gravity sewer mains and laterals originally constructed in 1963. Condition assessments identified significant deficiencies, including root intrusion, groundwater infiltration, and grease accumulation, which adversely affect system performance, capacity, and reliability.

Correcting these deficiencies is critical to restoring system integrity, protecting public health, and reducing the risk of sanitary sewer overflows. The proposed rehabilitation will extend the service life of aging infrastructure and improve overall system reliability within the basin.

This project is supported through loan funding provided by the Maryland Department of the Environment (MDE), consistent with WSSC Water's infrastructure renewal objectives and environmental compliance requirements.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                                     |                                                                                                  |
|---------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                                 | Rivers Construction Group, Ltd.                                                                  |
| <b>Contract Amount:</b>                                 | 4,320,030.00                                                                                     |
| <b>Business Location:</b>                               | Jessup, Maryland                                                                                 |
| <b>Past Performance:</b>                                | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors                                          | Summary of Services                                                                              |
| General Excavation Co., LLC.<br>Silver Spring, Maryland | Sewer house connection<br>and traffic control                                                    |
| JLA Contracting, LLC<br>Rockville, Maryland             | Trucking and hauling<br>services                                                                 |
| Envirenew, Inc.<br>New Market, Maryland                 | Furnish and install mains,<br>services/laterals, manholes,<br>and external point repairs         |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |
| <b>Other Justification(s):</b>                                                                                                                     |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 48551-136 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Curtis L. Pinder Buyer's Initials: \_\_\_\_\_

DS  
EJP



## Legal Form and Sufficiency Review

### Contract award method:

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

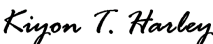
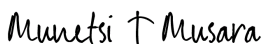
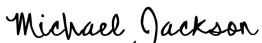
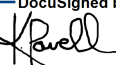
*Nina R Hickson*

36724264CCA44E4...

General Counsel's Office



Review and Approval

|                                                                                                                                                                                                                                                          |                                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <div>Signed by:</div> <div></div> <div><small>9CC9660D9374DE</small></div> <div>Alan K. Wong</div> <div>Chief Engineer</div>                                            | <div>Dec 31, 2025   7:55 AM EST</div> <div>Date</div>  |
| <div>Signed by:</div> <div></div> <div><small>0A75BF3AD966493...</small></div> <div>Kiyon Harley</div> <div>Office of Supplier Diversity &amp; Inclusion Director</div> | <div>Dec 31, 2025   10:23 AM EST</div> <div>Date</div> |
| <div>DocuSigned by:</div> <div></div> <div><small>66EC2C787AA4449...</small></div> <div>Munetsi Timothy Musara</div> <div>Chief Financial Officer</div>                 | <div>Dec 31, 2025   9:49 AM EST</div> <div>Date</div>  |
| <div>Signed by:</div> <div></div> <div><small>C735B6B7495F4C3...</small></div> <div>Caprecia M. Poole-Williams</div> <div>Chief Procurement Officer</div>             | <div>Dec 31, 2025   8:35 AM EST</div> <div>Date</div>  |
| <div>Signed by:</div> <div></div> <div><small>729AA1281A544A4...</small></div> <div>Akile Tesfaye</div> <div>Deputy General Manager of Operations</div>               | <div>Jan 2, 2026   7:32 AM EST</div> <div>Date</div>   |
| <div>DocuSigned by:</div> <div></div> <div><small>D2484629DDEF450...</small></div> <div>Kishia L. Powell</div> <div>General Manager/CEO</div>                         | <div>Jan 8, 2026   6:01 PM EST</div> <div>Date</div>   |



---

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**

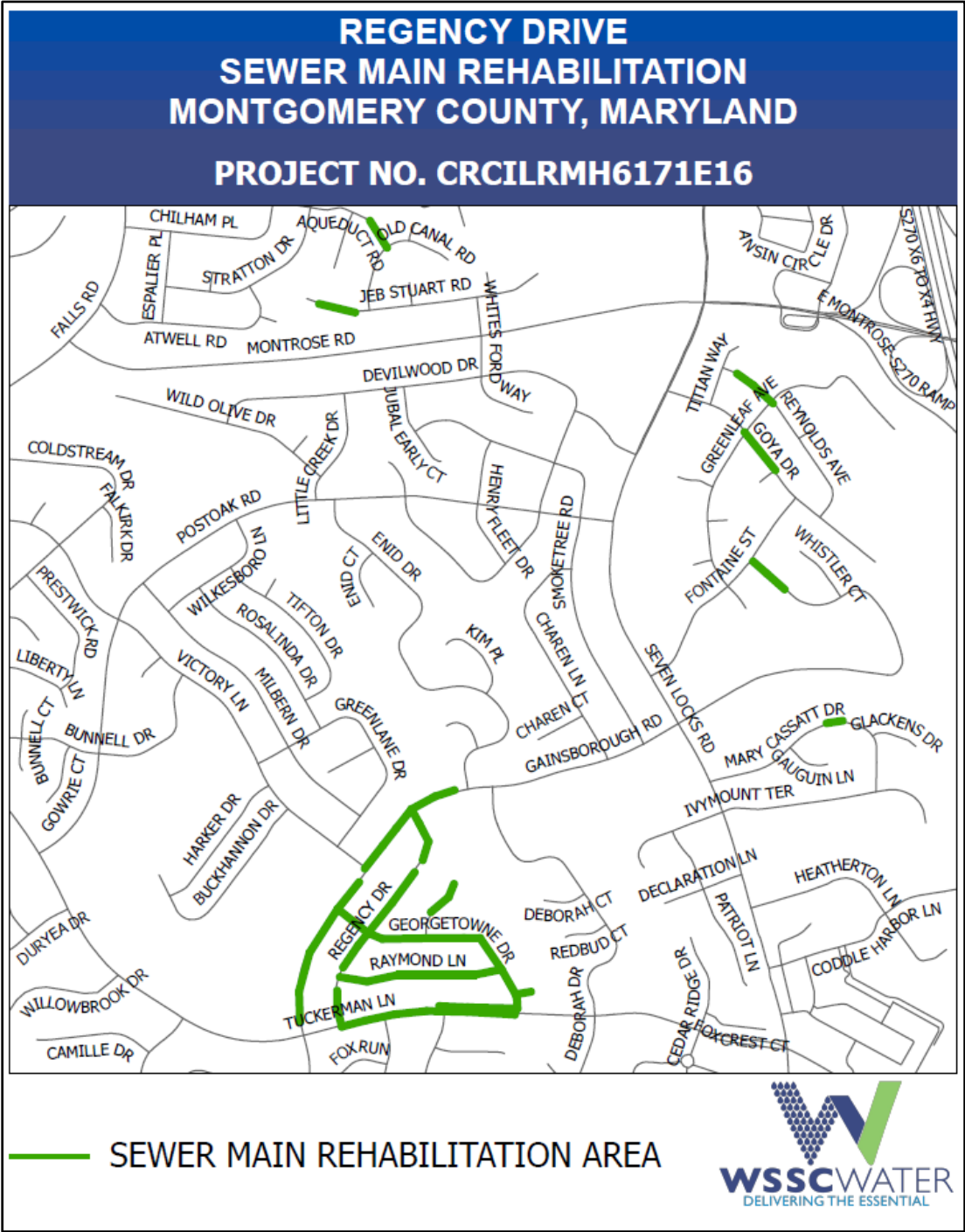


## Bid Results

|                            |                                 |                                                              |  |                       |           |
|----------------------------|---------------------------------|--------------------------------------------------------------|--|-----------------------|-----------|
| SOLICITATION NO: 48551-136 |                                 | DATE: 9/17/2025<br>TIME: 2:00 PM<br>LOCATION: Trimble Portal |  | BUYER NAME: C. Pinder |           |
| TITLE:                     |                                 | Regency Drive Sewer Rehabilitation                           |  |                       |           |
| ENGINEER'S ESTIMATE        |                                 | \$3,343,506.45                                               |  | RECORDED BY:          | C. Pinder |
| BID TABULATION             |                                 |                                                              |  |                       |           |
|                            | NAME OF BIDDER                  |                                                              |  | BID AMOUNT            |           |
| 1.                         | Rivers Construction Group, Ltd  |                                                              |  | \$4,320,030.00        |           |
| 2.                         | Insituform Technologies LLC     |                                                              |  | \$4,341,514.00        |           |
| 3.                         | Inliner Solutions LLC           |                                                              |  | \$4,460,445.00        |           |
| 4.                         | Anchor Construction Corporation |                                                              |  | \$4,726,430.00        |           |
| 5.                         | Sagres Construction Corporation |                                                              |  | \$5,937,825.00        |           |
| 6.                         | Ross Contracting, Inc.          |                                                              |  | \$5,971,071.10        |           |



Project Map





## COMMISSION PACKAGE

### Purpose of Request

This Commission Package seeks approval to award Contract No. 48551-116, Victory Lane Sewer Rehabilitation, to Inliner Solutions, LLC, in the amount of \$5,809,696.00, with a contract duration of three hundred eighty (380) calendar days, for the replacement and rehabilitation of sanitary sewer infrastructure services in accordance with the contract documents.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input checked="" type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input checked="" type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input checked="" type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$5,809,696.00                                                                                                                                                                                         | <b>Contract Number:</b>                                                                                                                                                                                    | 48551-116                                                                                                                                                                                                                                                                                                        |
| <b>Contract Term:</b>                                                                                                                                                   | 380 Days                                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                   | <input checked="" type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | N/A                                                                                                                                                                                                    |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

The scope of this contract encompasses the repair, rehabilitation, and replacement of approximately 3.4 miles of deficient sanitary sewer mains and laterals located within the Cabin John Basin in Montgomery County, Maryland. The work will be performed using a combination of construction methods, including approximately 1.9 miles of cured-in-place pipe (CIPP) lining, 0.27 miles of pipe bursting, 0.52 miles of open-cut pipe replacement, and 0.71 miles of sanitary sewer lateral replacement. In addition, the project includes the rehabilitation of approximately seventy (70) manholes.

As part of the public outreach and stakeholder engagement effort, informational fact sheets were mailed to affected customers on June 17, 2025. A community outreach meeting will be held approximately four (4) to six (6) weeks prior to the start of construction, and an invitation to participate will be extended to The Honorable Andrew Friedson, Montgomery County Council, District 1.

|                     |                |                     |                |
|---------------------|----------------|---------------------|----------------|
| <b>FY26 Budget:</b> | \$1,452,424.00 | <b>FY27 Budget:</b> | \$4,357,272.00 |
|---------------------|----------------|---------------------|----------------|



|                     |    |                     |    |
|---------------------|----|---------------------|----|
| <b>FY28 Budget:</b> | \$ | <b>FY29 Budget:</b> | \$ |
|---------------------|----|---------------------|----|

### Capital Improvement Project (CIP)

|                           |                                   |
|---------------------------|-----------------------------------|
| <b>CIP Project Title:</b> | Victory Lane Sewer Rehabilitation |
| <b>CIP Job Number:</b>    | CRCILRMH6171B16                   |

### Justification

This project is located in Montgomery County within the Cabin John Basin and conveys wastewater to the Blue Plains Advanced Wastewater Treatment Plant. The Victory Lane Sewer Rehabilitation Project addresses the repair, rehabilitation, and replacement of 4-inch, 6-inch, and 8-inch concrete gravity sewer mains and laterals originally constructed in 1964. Recent condition assessments identified significant structural and operational deficiencies, including root intrusion, infiltration, and grease accumulation, which adversely affect system performance, reliability, and capacity.

Correcting these deficiencies is critical to restoring system integrity, protecting public health, and mitigating the risk of sanitary sewer overflows. The proposed improvements will enhance system reliability and extend the service life of aging infrastructure within the basin.

This project is supported through loan funding provided by the Maryland Department of the Environment (MDE), consistent with WSSC Water's infrastructure renewal and regulatory compliance objectives.

### OSDI Recommendation

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information                              |                                                                                                  |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                          | Inliner Solutions, LLC                                                                           |
| <b>Contract Amount:</b>                          | 5,809,696.00                                                                                     |
| <b>Business Location:</b>                        | Beltsville, Maryland                                                                             |
| <b>Past Performance:</b>                         | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors                                   | Summary of Services                                                                              |
| Royale Construction<br>Bowie, Maryland           | Asphalt and concrete<br>pavement restorations                                                    |
| Adonai 7 Services, LLC<br>Monrovia, Maryland     | Provide lanes closers, road<br>closure and flagging<br>operations                                |
| Sebco Contracting, LLC<br>Bowie, Maryland        | Manhole rehabilitation and<br>pipe bursting                                                      |
| Empire Landscape, LLC<br>Silver Spring, Maryland | Landscaping                                                                                      |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or<br>Architectural & Engineering:                                                                                                                                                                                        |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |

|                                |
|--------------------------------|
| <b>Other Justification(s):</b> |
|--------------------------------|



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date: |
|-------------------------|-------------------|--------------------|--------------|----------------|
| Original Contract Value | \$                | \$                 |              |                |
| Change Order No. 1      | \$                | \$                 |              |                |
| Option Term 1           | \$                | \$                 |              |                |
| <b>TOTALS</b>           |                   | \$                 |              |                |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 48551-116 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Curtis L. Pinder Buyer's Initials: \_\_\_\_\_

DS  
EGF



## Legal Form and Sufficiency Review

### Contract award method:

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☒ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☐ Not applicable (e.g. change order, option term)

Signed by:

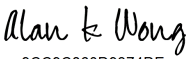
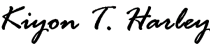
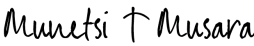
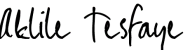
*Nina R Hickson*

36721264CCA14E4...

General Counsel's Office



Review and Approval

|                                                                                                                                                                                                                                           |                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <div>Signed by:</div> <div></div> <div>96696868D9374DE...</div> <div>Alan K. Wong</div> <div>Chief Engineer</div>                                        | <div>Dec 31, 2025   7:41 AM EST</div> <div>Date</div>  |
| <div>Signed by:</div> <div></div> <div>0A75BE3AD966495...</div> <div>Kiyon Harley</div> <div>Office of Supplier Diversity &amp; Inclusion Director</div> | <div>Dec 31, 2025   10:32 AM EST</div> <div>Date</div> |
| <div>DocuSigned by:</div> <div></div> <div>66E2C787AA4449...</div> <div>Munetsi Timothy Musara</div> <div>Chief Financial Officer</div>                  | <div>Dec 31, 2025   9:03 AM EST</div> <div>Date</div>  |
| <div>Signed by:</div> <div></div> <div>6736B6B7405E463...</div> <div>Caprecia M. Poole-Williams</div> <div>Chief Procurement Officer</div>             | <div>Dec 31, 2025   8:36 AM EST</div> <div>Date</div>  |
| <div>Signed by:</div> <div></div> <div>720AA4281A644A4...</div> <div>Akile Tesfaye</div> <div>Deputy General Manager of Operations</div>               | <div>Jan 2, 2026   7:31 AM EST</div> <div>Date</div>   |
| <div>DocuSigned by:</div> <div></div> <div>D2404629BDEE450...</div> <div>Kishia L. Powell</div> <div>General Manager/CEO</div>                         | <div>Jan 8, 2026   6:02 PM EST</div> <div>Date</div>   |



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



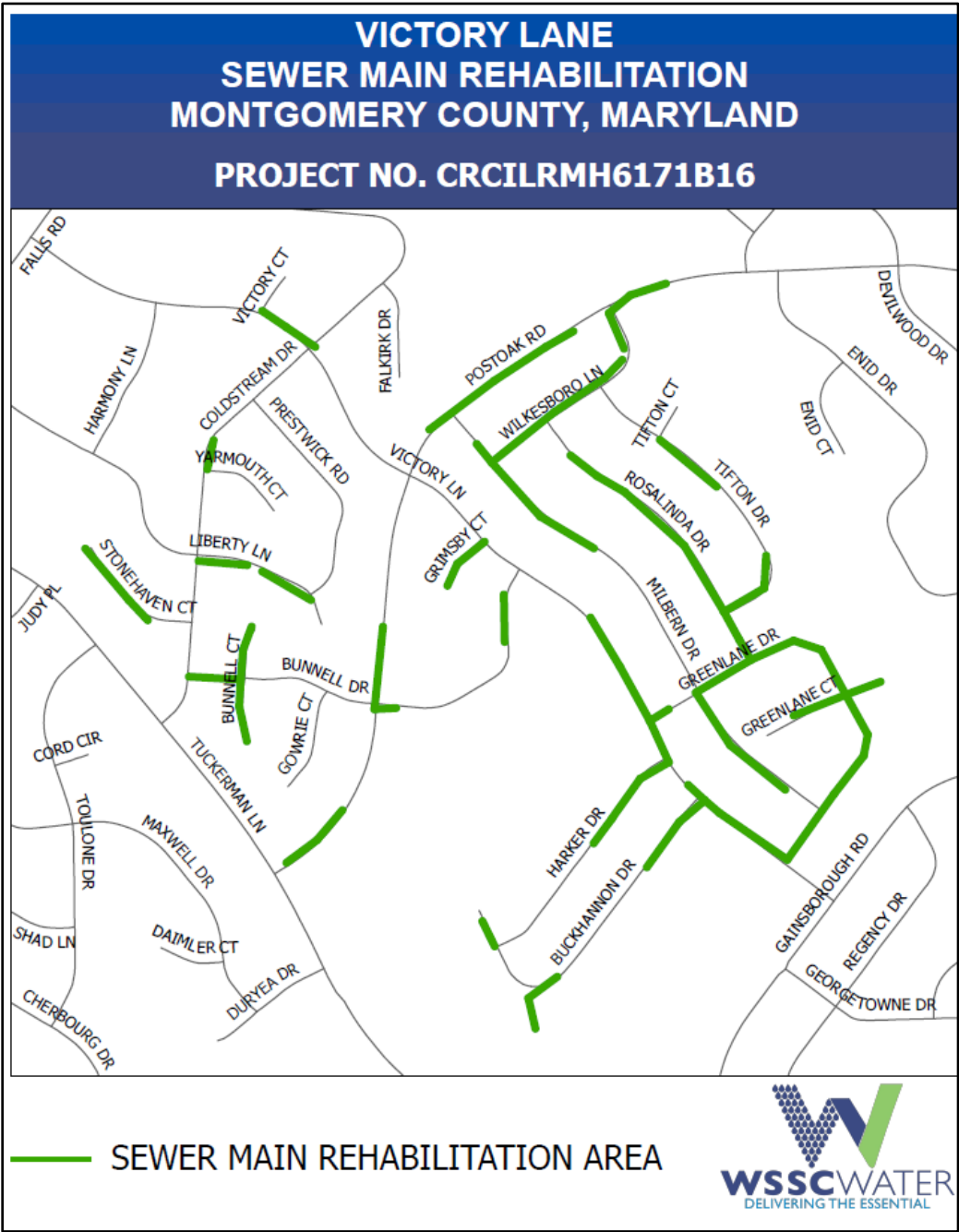
## Bid Results

|                                   |                                   |                                                                                   |                              |
|-----------------------------------|-----------------------------------|-----------------------------------------------------------------------------------|------------------------------|
| <b>SOLICITATION NO: 48551-116</b> |                                   | <b>DATE: 9/30/2025</b><br><b>TIME: 2:00 PM</b><br><b>LOCATION: Trimble Portal</b> | <b>BUYER NAME: C. Pinder</b> |
| <b>TITLE:</b>                     | Victory Lane Sewer Rehabilitation |                                                                                   |                              |
| <b>ENGINEER'S ESTIMATE</b>        | <b>\$5,896,768.00</b>             | <b>RECORDED BY:</b>                                                               | C. Pinder                    |
| <b>BID TABULATION</b>             |                                   |                                                                                   |                              |

|    | <b>NAME OF BIDDER</b>           | <b>BID AMOUNT</b> |
|----|---------------------------------|-------------------|
| 1. | Inliner Solutions LLC           | \$5,809,696.00    |
| 2. | Rivers Construction Group, Ltd. | \$5,827,620.00    |
| 3. | Ross Contracting, Inc.          | \$5,919,685.00    |
| 4. | Anchor Construction Corporation | \$6,359,527.00    |
| 5. | Insituform Technologies LLC     | \$6,674,440.00    |
| 6. | Sagres Construction Corporation | \$7,631,530.00    |



Project Map





## COMMISSION PACKAGE

### Purpose of Request

The purpose of this Commission Package is to request approval of Change Order No. 5 to Contract No. 1155, Bill Composition Services, with Level One, LLC, in the amount of \$100,000.00. This Change Order will increase the not-to-exceed contract amount to provide additional funding necessary to support the continued performance of services within the scope of the existing contract and to add limited deconversion and transition support.

The additional funds are required for three primary reasons:

1. Higher Usage – Increased bill volume resulting from the impact of several severe weather events and new customer communication letters implemented during the contract term, such as CAP renewal letters and high-bill communications.
2. Consolidated Bill Print Support – Transfer and archival of millions of bill images, as the current contract provides for a three-year retention period.
3. Deconversion and Transition Support – Activities necessary to ensure an orderly transfer of data, files, and operational processes to a successor vendor at contract expiration.

The contract was originally established on March 16, 2018, through a piggyback of an Orlando Utilities Commission (OUC) competitively procured contract, in accordance with applicable procurement requirements. The initial term ran from March 16, 2018, through January 30, 2022, and included five (5) optional two-year renewal periods.

Approval of Change Order No. 5 will ensure continuity of bill composition services and allow the Commission to meet ongoing operational needs without interruption while preparing for a smooth vendor transition.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                                     | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input checked="" type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input type="checkbox"/> Construction<br><input type="checkbox"/> Goods & Services<br><input checked="" type="checkbox"/> Professional Services | <input type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input type="checkbox"/> Request for Proposal<br><input checked="" type="checkbox"/> Other: <u>Piggyback</u> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><b>Basis of Award:</b><br><input type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input type="checkbox"/> Most Responsible and Responsive Offeror<br><input checked="" type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$100,000.00                                                                                                                                                                                           | <b>Contract Number:</b>                                                                                                                                                                                               | 1155                                                                                                                                                                                                                                                                                                             |
| <b>Contract Term:</b>                                                                                                                                                   | Three Years, Nine Months                                                                                                                                                                               | <b>Project Location:</b>                                                                                                                                                                                              | <input type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input checked="" type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |



|                     |                             |
|---------------------|-----------------------------|
| <b>Option Term:</b> | Five, Two-Year Option Terms |
|---------------------|-----------------------------|

### Project Scope and Overview

Under Contract No. 1155, Level One LLC provides bill composition services in support of WSSC Water's customer billing operations. The scope of services includes:

- Design and development of customer bill formats
- Daily print file preparation for paper billing
- Daily PDF generation for electronic billing
- Address correction, presort, and change-of-address services necessary to support accurate and timely bill delivery

The existing contract did not include deconversion or transition support services at its conclusion; this Change Order adds those provisions to ensure an orderly transfer of data, files, and operational processes to a successor vendor.

The contract is currently scheduled to expire on January 31, 2026. Without deconversion and transition support, WSSC Water faces an increased risk of operational disruption during vendor transition, including potential impacts to billing continuity, data integrity, and customer service operations.

|                     |              |                     |    |
|---------------------|--------------|---------------------|----|
| <b>FY26 Budget:</b> | \$100,000.00 | <b>FY27 Budget:</b> | \$ |
| <b>FY28 Budget:</b> | \$           | <b>FY29 Budget:</b> | \$ |

### Capital Improvement Project (CIP)

|                           |     |
|---------------------------|-----|
| <b>CIP Project Title:</b> | N/A |
| <b>CIP Job Number:</b>    | N/A |

### Justification

This Change Order is required to increase the contract value by \$100,000.00 to provide sufficient funding through the end of the existing contract term and to add limited deconversion and transition support. The currently available funding is insufficient to support the continued performance of bill composition services within the scope of the existing contract and the additional transition activities.

Absent this additional funding, WSSC Water may experience service interruptions in its customer billing operations prior to contract closeout and face increased risk during vendor transition. Approval of this Change Order will ensure continuity of services through the end of the contract term while supporting an orderly transition to a successor vendor.

|                          |                                                                                                  |
|--------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |
|--------------------------|--------------------------------------------------------------------------------------------------|



| Awardee Information       |                                                                                                  |
|---------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>   | Level One, LLC                                                                                   |
| <b>Contract Amount:</b>   | \$100,000.00                                                                                     |
| <b>Business Location:</b> | Malvern, Pennsylvania                                                                            |
| <b>Past Performance:</b>  | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| Subcontractors            | Summary of Services                                                                              |
| N/A                       | N/A                                                                                              |

| Change Order Justification                                                                                                                         |                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Goods and Services:                                                                                                                                | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                                      |
| <input type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input checked="" type="checkbox"/> Other (Describe below) |

Other Justification(s): The requested \$100,000.00 will fund the continued performance of critical bill composition and production services necessary to maintain uninterrupted customer billing operations through the end of the contract term. These services include daily print file preparation and Portable Document Format (PDF) generation in support of both paper and electronic bill delivery.

The additional funding is limited to services within the scope of the existing contract and does not include deconversion, transition, migration, or dual-processing activities, nor is funding being requested for such services under this action.

Approval of this funding will ensure completion of all remaining contractual obligations and mitigate the risk of service interruptions or billing delays prior to contract expiration, thereby supporting continued reliable service to WSSC Water customers.



### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date:    |
|-------------------------|-------------------|--------------------|--------------|-------------------|
| Original Contract Value | \$250,000.00      | \$250,000.00       | CPO          | March 16, 2018    |
| Change Order No. 1      | \$3,900.00        | \$253,900.00       | CPO          | January 30, 2019  |
| Change Order No. 2      | \$116,800.00      | \$370,700.00       | CPO          | March 1, 2019     |
| Change Order No. 3      | \$110,000.00      | \$480,700.00       | CPO          | December 29, 2020 |
| Option Term 1           | \$166,666.67      | \$647,366.67       | CPO          | February 13, 2022 |
| Change Order No. 4      | \$30,000.00       | \$677,366.67       | CPO          | November 13, 2023 |
| Option Term 2           | \$200,000.00      | \$877,366.67       | CPO          | October 17, 2023  |
| <b>TOTALS</b>           |                   | \$877,366.67       |              |                   |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 1155 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Tamika Miller Buyer's Initials: 



### Legal Form and Sufficiency Review

**Contract award method:**

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☐ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☒ Not applicable (e.g. change order, option term)

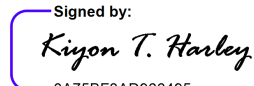
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General Counsel's Office



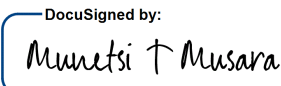
Review and Approval

DocuSigned by:  
  
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**John Curry**  
**Customer Service Director**

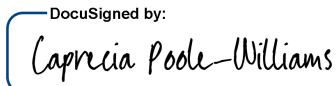
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**Date**

Signed by:  
  
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**Kiyon Harley**  
**Office of Supplier Diversity & Inclusion Director**

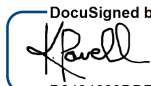
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**Date**

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**Munetsi Timothy Musara**  
**Chief Financial Officer**

Jan 7, 2026 | 5:03 PM EST  
**Date**

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**Caprecia M. Poole-Williams**  
**Chief Procurement Officer**

Jan 8, 2026 | 6:34 AM EST  
**Date**

DocuSigned by:  
  
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**Kishia L. Powell**  
**General Manager/CEO**

Jan 8, 2026 | 5:43 PM EST  
**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



## COMMISSION PACKAGE

### Purpose of Request

This Commission Package requests approval of Change Order No. 1 to Contract No. 48263 – Small Diameter Metallic Main Tool Provider Services, in the amount of \$713,332.00, to Hydromax USA, LLC. The proposed Change Order will provide additional funding to support the continued performance of small diameter metallic main inspection services for the remainder of the base contract term, ensuring uninterrupted service delivery.

### Contract Summary

| Requested Action:                                                                                                                                                       | Contracting Area:                                                                                                                                                                                      | Procurement Type:                                                                                                                                                                                          | Competitively Bid:                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> New Award<br><input type="checkbox"/> Option Term<br><input checked="" type="checkbox"/> Change Order<br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> Architecture & Engineering<br><input type="checkbox"/> Construction<br><input checked="" type="checkbox"/> Goods & Services<br><input type="checkbox"/> Professional Services | <input type="checkbox"/> Invitation for Bid<br><input type="checkbox"/> Multi-Step Invitation for Bid<br><input checked="" type="checkbox"/> Request for Proposal<br><input type="checkbox"/> Other: _____ | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>Basis of Award:</b><br><input type="checkbox"/> Lowest Bid Price<br><input type="checkbox"/> Lowest Evaluated Bid Price<br><input checked="" type="checkbox"/> Most Responsible and Responsive Offeror<br><input type="checkbox"/> N/A |
| <b>Requested Amount:</b>                                                                                                                                                | \$713,332.00                                                                                                                                                                                           | <b>Contract Number:</b>                                                                                                                                                                                    | 48263                                                                                                                                                                                                                                                                                                            |
| <b>Contract Term:</b>                                                                                                                                                   | Three Years                                                                                                                                                                                            | <b>Project Location:</b>                                                                                                                                                                                   | <input type="checkbox"/> Montgomery County<br><input type="checkbox"/> Prince George's County<br><input checked="" type="checkbox"/> Both Counties<br><input type="checkbox"/> Other: _____                                                                                                                      |
| <b>Option Term:</b>                                                                                                                                                     | One, Two-Year Option Term                                                                                                                                                                              |                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                  |

### Project Scope and Overview

The scope of this contract consists of inspection services for metallic water mains ranging in size from 6 inches to 24 inches in diameter. The Contractor shall utilize advanced invasive and non-invasive inspection technologies capable of performing leak detection; pressure monitoring; identification of air and gas pockets; assessment of pipe wall condition, corrosion, and structural integrity; and evaluation of surrounding soil and pipe materials.

At the request of WSSC Water, the Contractor shall also support asset management efforts by conducting studies and collecting condition assessment data related to metallic water mains. The Contractor is responsible for analyzing all collected data and delivering results in formats compatible with and capable of integration into WSSC Water's information technology systems and asset management platforms.

|                     |              |                     |              |
|---------------------|--------------|---------------------|--------------|
| <b>FY26 Budget:</b> | \$356,666.00 | <b>FY27 Budget:</b> | \$356,666.00 |
| <b>FY28 Budget:</b> | \$           | <b>FY29 Budget:</b> | \$           |



| <b>Capital Improvement Project (CIP)</b> |     |
|------------------------------------------|-----|
| <b>CIP Project Title:</b>                | N/A |
| <b>CIP Job Number:</b>                   | N/A |

| <b>Justification</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>This Change Order is requested to provide additional funding necessary to support the continued performance of metallic water main inspection services for the remaining two years of the three-year base contract term. These inspections are a critical component of WSSC Water's proactive infrastructure management program, enabling early identification and assessment of corrosion, leaks, and structural deficiencies in aging metallic water mains before such conditions result in service disruptions or main failures.</p> <p>The proposed adjustment will ensure uninterrupted progress toward Utility Services' inspection, reliability, and risk mitigation objectives, while enhancing WSSC Water's ability to make informed asset management decisions based on comprehensive, field-verified condition data. Continued execution of these services supports long-term system integrity, operational resilience, and data-driven capital planning.</p> |

| <b>OSDI Recommendation</b> |                                                                                                  |
|----------------------------|--------------------------------------------------------------------------------------------------|
| <b>OSDI Concurrence:</b>   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |

| <b>Awardee Information</b>                           |                                                                                                  |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>Contractor Name:</b>                              | Hydromax USA, LLC                                                                                |
| <b>Contract Amount:</b>                              | \$713,332.00                                                                                     |
| <b>Business Location:</b>                            | Capitol Heights, Maryland                                                                        |
| <b>Past Performance:</b>                             | <input checked="" type="checkbox"/> Satisfactory<br><input type="checkbox"/> No Past Performance |
| <b>Subcontractors</b>                                | <b>Summary of Services</b>                                                                       |
| Traffic Service & Control LLC<br>Oxon Hill, Maryland | Onsite traffic control, plans, and maintenance of traffic permitting                             |



### Change Order Justification

| Goods and Services:                                                                                                                                           | Construction:                                                                                                                                                                                                                                               | Professional Services or Architectural & Engineering:                                                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Increased quantities<br><input type="checkbox"/> Increased unit prices<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Unforeseen site changes<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Design errors or omissions<br><input type="checkbox"/> Other (Describe below) | <input type="checkbox"/> Increased hours<br><input type="checkbox"/> Increased hourly rates<br><input type="checkbox"/> Minor change in scope<br><input type="checkbox"/> Scheduling impacts<br><input type="checkbox"/> Other (Describe below) |

**Other Justification(s):** The original contract value was structured to fund approximately one fiscal year of inspection services under the Small Diameter Metallic Main Program. During the initial year of performance, Hydromax USA, LLC successfully completed inspections of more than six (6) miles of small-diameter metallic water mains, directly supporting Utility Services' annual inspection target of ten (10) miles per year.

This Change Order will provide the additional funding necessary to sustain inspection activities without interruption for the remainder of the three-year base contract term, thereby ensuring continuity of services and continued progress toward WSSC Water's inspection and infrastructure reliability objectives.

### Contract Summary

| Contract History:       | Requested Amount: | Cumulative Amount: | Approved By: | Approval Date:    |
|-------------------------|-------------------|--------------------|--------------|-------------------|
| Original Contract Value | \$1,069,998.00    | \$1,069,998.00     | CPO          | December 23, 2024 |
| Change Order No. 1      | \$                | \$                 |              |                   |
| <b>TOTALS</b>           |                   | \$1,069,998.00     |              |                   |

### Statement of Determination and Findings

Based upon a thorough review and analysis of the Contractor's proposal and all other supporting documentation submitted by the Contractor, and in conjunction with the due diligence performed by the Procurement Office, I certify that the award of Contract No. 48263 is relevant, fair, and reasonable, and in the best interest of the Commission. To the best of my knowledge and belief all applicable regulatory and statutory provisions were adhered to when determining award.

Buyer: Tamika Miller Buyer's Initials: DS TM



### Legal Form and Sufficiency Review

**Contract award method:**

- ☐ **Competitively awarded** - This contract has been reviewed and approved for legal form and sufficiency by the General Counsel's Office.
- ☐ **Competitively awarded with previously approved standard form** - The Procurement Office has notified the General Counsel's Office that this is a standard form contract previously approved for legal form and sufficiency by the General Counsel's Office and there are no deviations from the standard form
- ☐ **Exemption** - This contract was procured under an exemption from competition as provided for in the Procurement Regulations. The use of that exemption has been reviewed and approved for legal sufficiency.
- ☒ Not applicable (e.g. change order, option term)

\_\_\_\_\_  
General Counsel's Office



## Review and Approval

DocuSigned by:

*Glen Diaz*

F26F1AC72BDE47C...

**Glen Diaz**

**Utility Services Director**

Jan 6, 2026 | 8:20 AM EST

**Date**

Signed by:

*Kiyon T. Harley*

0A75BE3AD966495...

**Kiyon Harley**

**Office of Supplier Diversity & Inclusion Director**

Jan 6, 2026 | 9:02 AM EST

**Date**

DocuSigned by:

*Munetsi T. Musara*

60EC2C707AAM448...

**Munetsi Timothy Musara**

**Chief Financial Officer**

Jan 6, 2026 | 3:43 PM EST

**Date**

Signed by:

*Michael Jackson*

C735B6B7495F4C3...

**Caprecia M. Poole-Williams**

**Chief Procurement Officer**

Jan 6, 2026 | 8:26 AM EST

**Date**

Signed by:

*Aklile Tesfaye*

729AA1281A544A4...

**Aklile Tesfaye**

**Deputy General Manager of Operations**

Jan 8, 2026 | 11:43 AM EST

**Date**

DocuSigned by:

*Kishia L. Powell*

D2484629DDDEE450...

**Kishia L. Powell**

**General Manager/CEO**

Jan 8, 2026 | 5:40 PM EST

**Date**



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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action.

☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted to approve the above action with the following stipulations:

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☐ This is to certify that the Washington Suburban Sanitary Commission on this date voted not to approve the above action.

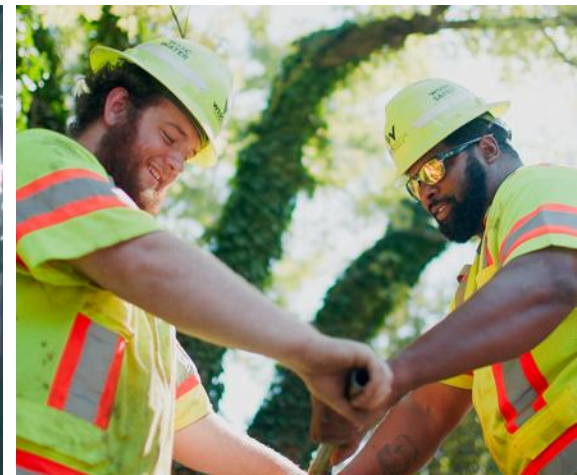
\_\_\_\_\_/\_\_\_\_\_  
**COMMISSION**                      **Date**



# Operations Performance Quarterly Report

January 21, 2026

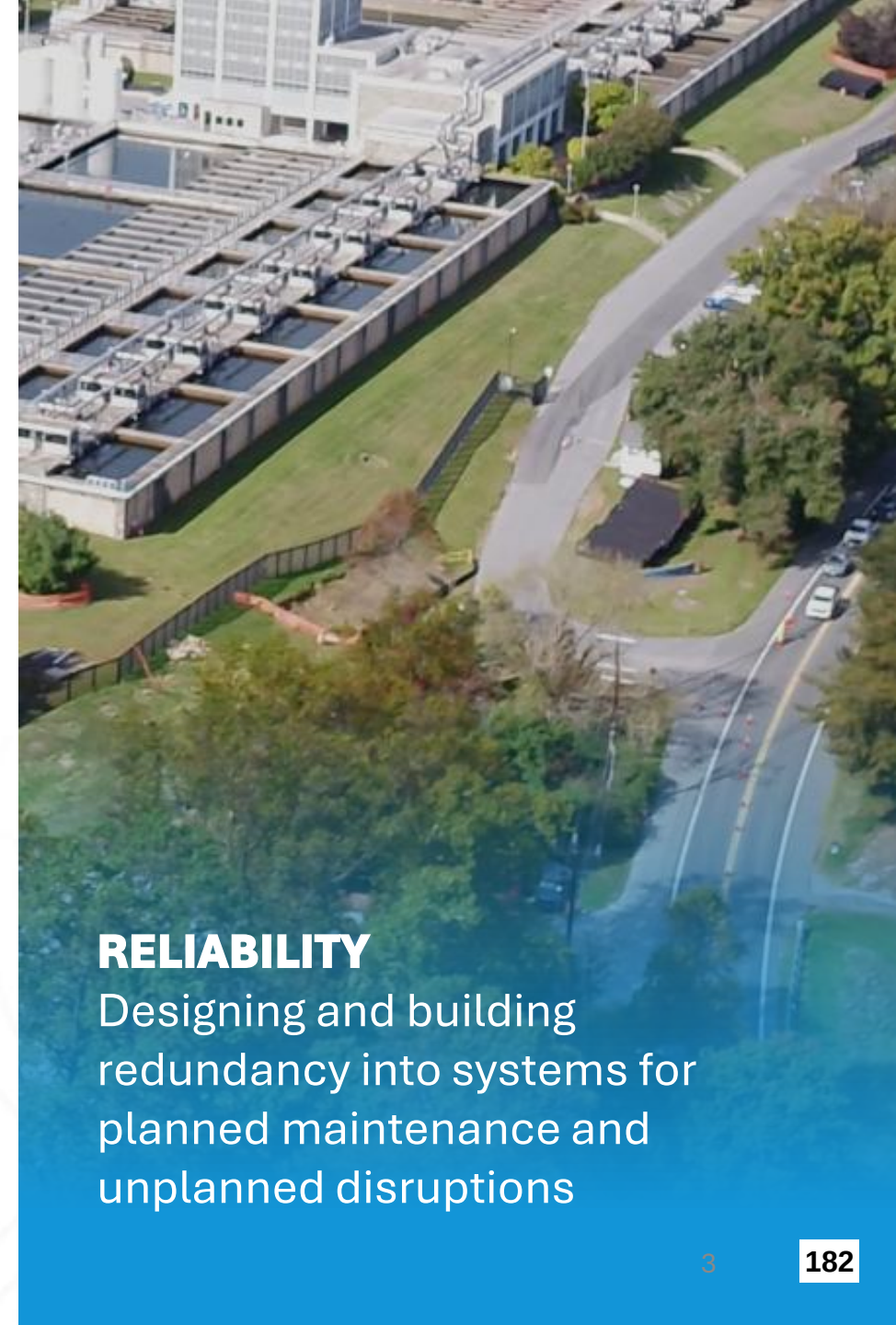
**Aklile Tesfaye**  
Deputy General Manager



# Presentation for informational purposes

# Power Supply Reliability

- Potomac WFP serves ~75% of the system so an extended power disruption can risk service disruption.
- Potomac WFP feeder maintenance Dec 4 – 23 to install and replace poles, crossarms, lightening arrestors and insulators.
- Status: 50% complete, so another round of similar coordination will be needed for full completion
- Reliability Toolbox
  - Redundancy - Patuxent WFP prepared for emergency production
  - Storage – Increased distribution system storage
  - Stakeholder collaboration – Coordinated on maintenance schedule and emergency return-to-service timeline
  - Incident Management – Stakeholder updates, safety reminders, risk tracking (e.g. winter weather, wind)



## **RELIABILITY**

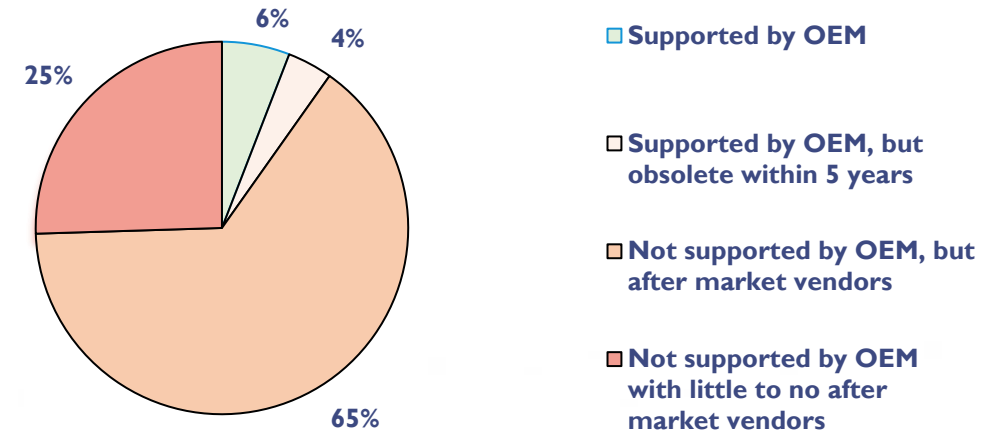
Designing and building redundancy into systems for planned maintenance and unplanned disruptions

# Power Delivery Reliability

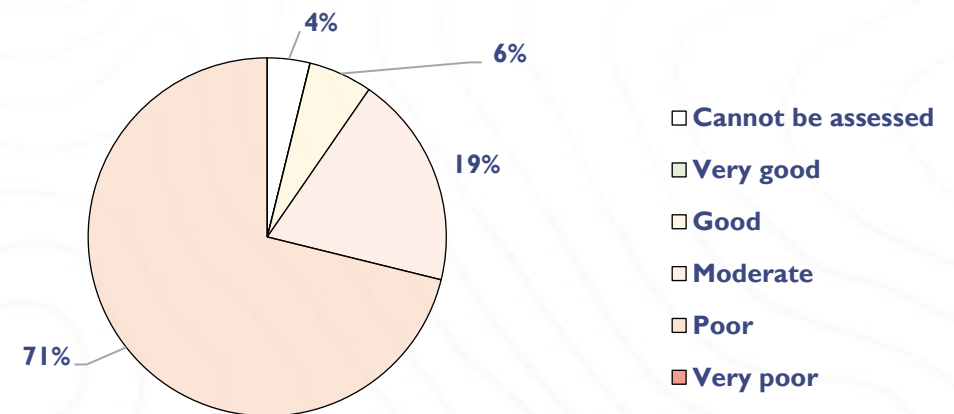
- Electrical Vulnerability Study prioritized in Master and Facility Planning
- Electrical assets at 65 sites will be assessed for physical condition, corrosion and obsolescence
- Assessments at wastewater sites completed in 2025
- Assessments at water sites to be completed by March 2026
- Example findings from the initial condition assessment of electrical switchgear, distribution and control at Potomac Water Filtration Plant
- Next steps : develop and prioritize projects for implementation

**Reliability =  
Planning and replacing critical components  
before the end-of-life or obsolescence**

## Asset Obsolescence



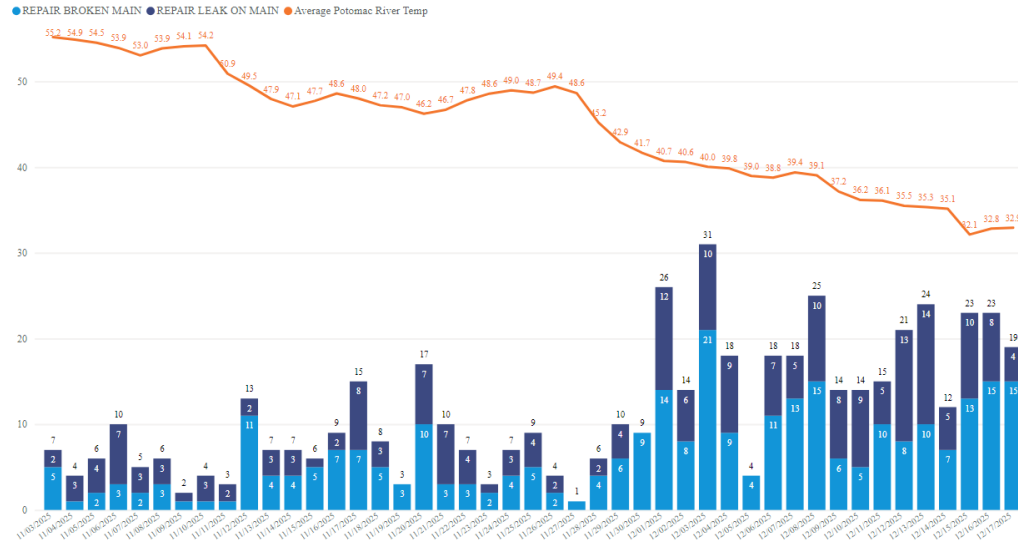
## Asset Physical Condition



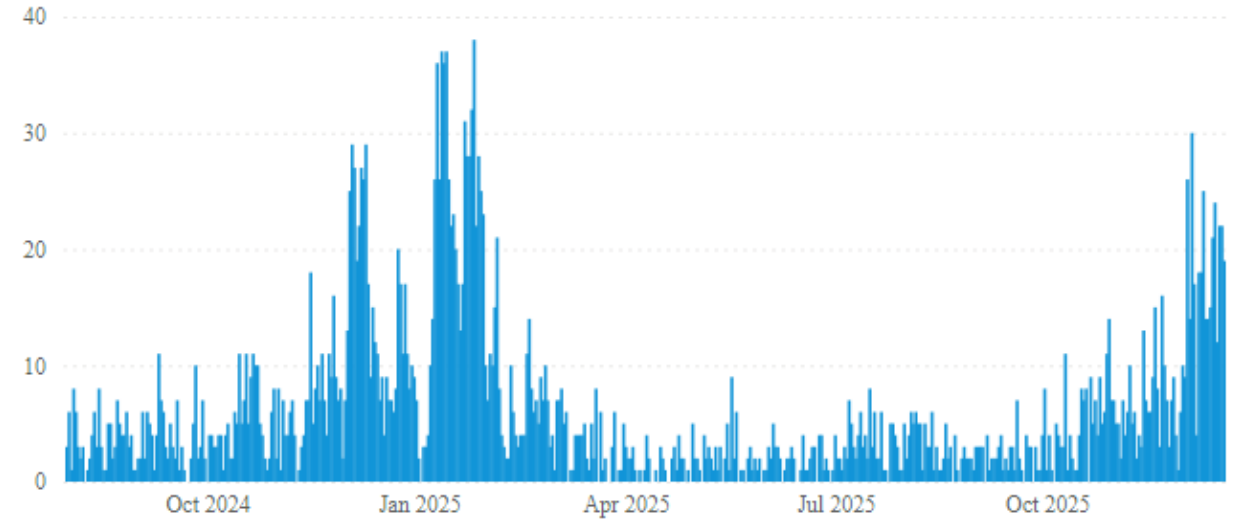
OEM = Original Equipment Manufacturer

# Water Distribution System Performance

Breaks & Leaks in Range



Breaks and Leaks Created - Calendar Year

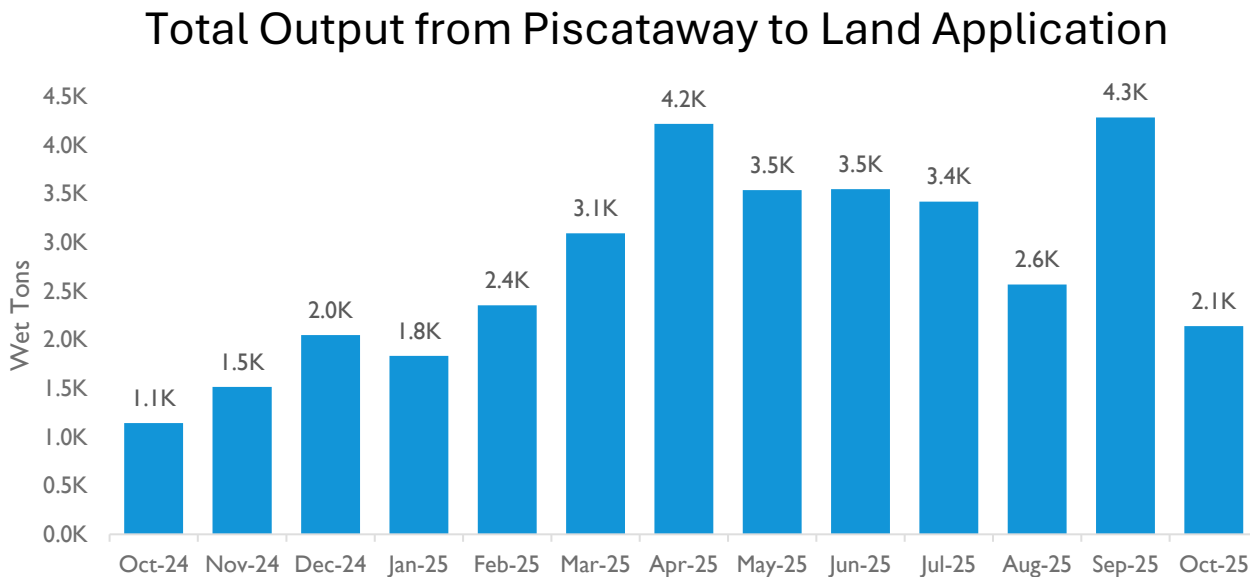
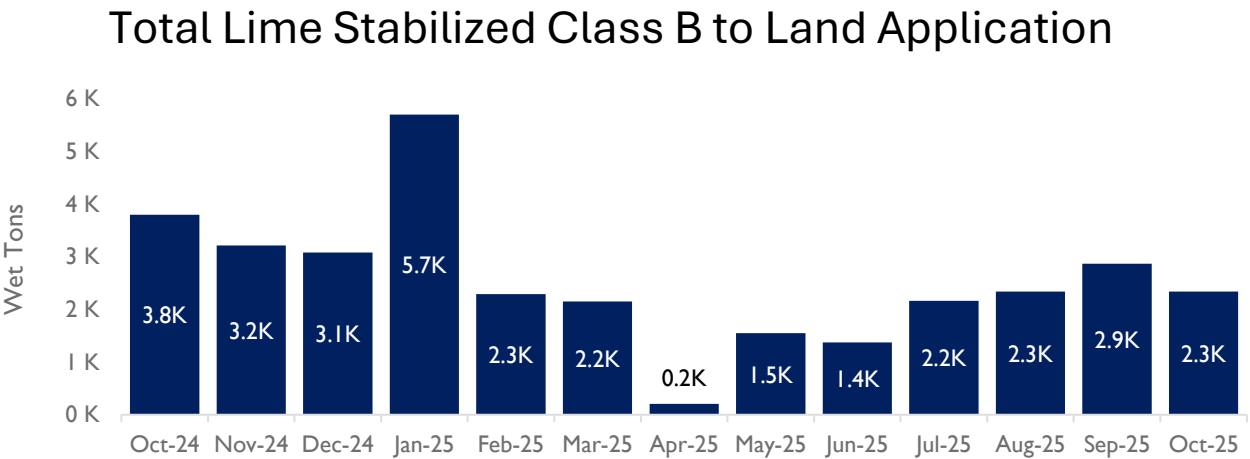


- The drop in water temperature leads to higher break rate.
- Utility Services Department has piloted using an in-house machine learning pipe prediction model to target locations for valve exercising and to prepare inventory

**Reliability = Determining the best maintenance strategy to enhance asset reliability, prevent or reduce impact of failures**

# Biosolids Management Performance

## Transitioning from lime stabilized Class B to thermally treated Class A biosolids



### Accomplishments

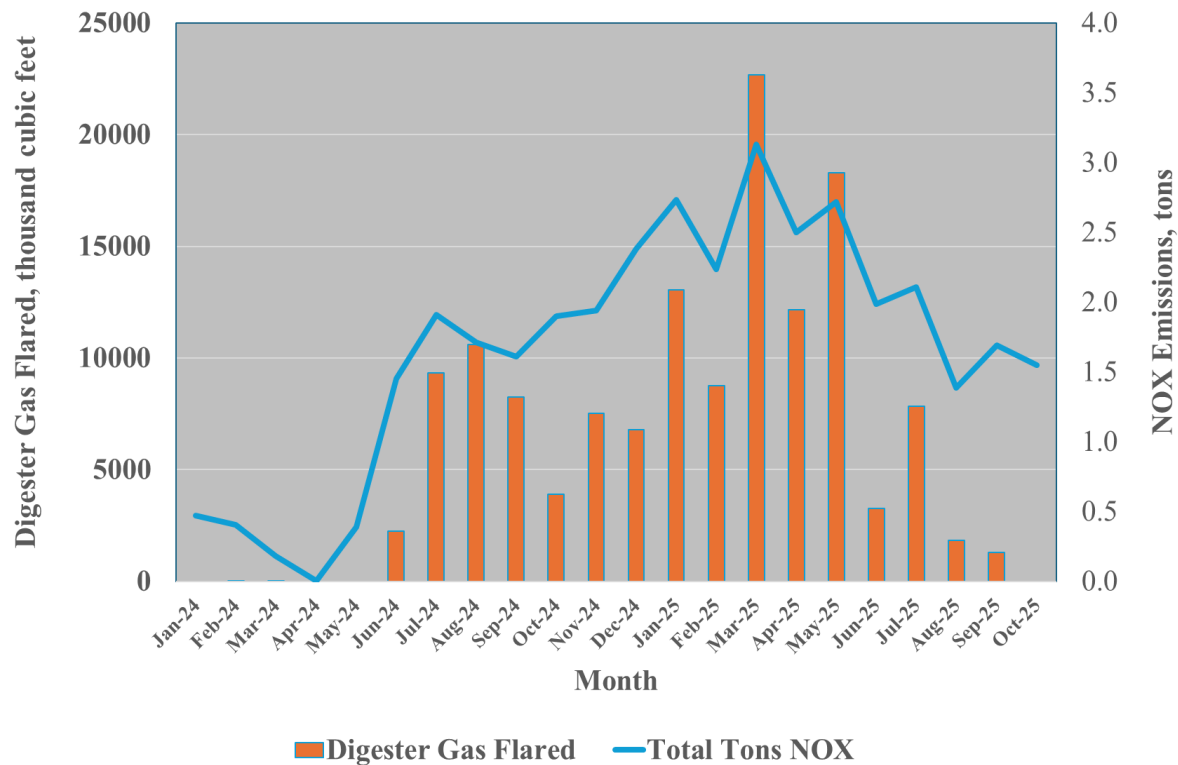
Class A permit application submitted in November 2025

### Challenges

Emissions exceedance during equipment startup and consequent Notice of Violation

Boiler issues

Digester repair



Digester gas flaring (orange bar) and emission (blue line) reduced since June 2025

## Piscataway Bioenergy Facility Update

# Digester Gas & Emissions Control

### Challenge:

Notice of Violation caused due to flaring of excess digester gas produced

### Corrective Actions:

Reported to MDE when 12-month rolling average for the facility was above threshold level in May 2025

Both flaring and emission reduced since June

Anticipate to comply with the 12-month rolling average for the 12-month period beginning June 1, 2025\*

\*Effective date of Permit to Operate



# Boiler Issues

## Challenge:

Long-term reliability and consistent performance at full capacity not demonstrated

## Next steps:

Assess design, installation, modifications and overall mechanical and control integrity

Evaluate safety, operability, performance, reliability and provide key recommendations

Rent a mobile temporary unit

Install a permanent auxiliary unit for standby and emergencies

A Scope of Work for a task order to complete an independent review under existing BOA contracts was issued



# Digester Repair

## Challenges:

Staff used gas imaging camera to identify leak

## Corrective Actions:

Internal inspection and repair of Anaerobic Digester I (AD I) has been completed

Staff are in the process of reseedling AD I

Full restart can take 4 – 6 weeks

Similar inspection and repair on second Anaerobic Digester (AD 2) planned for early spring

Repairs and restarts of digesters will result in the delay of continuous and full import of solids from Water Resource Recovery Facilities (WRRFs)



## Piscataway Bioenergy Facility Update

# Staffing

Key operations positions that were recently vacated due to internal promotion and resignation are currently under recruitment.

In the interim, support is provided through the reassignment of qualified staff from within Production and Operational Reliability and Resilience

New staff will receive vendor/equipment and process training

# Questions?





# Performance Indicators

Customer Service Department

**John Curry**, Customer Service Director  
**Chuck Brown**, Communications Director

**January 21, 2026**

# **PRESENTATION FOR INFORMATIONAL PURPOSES**

# Agenda

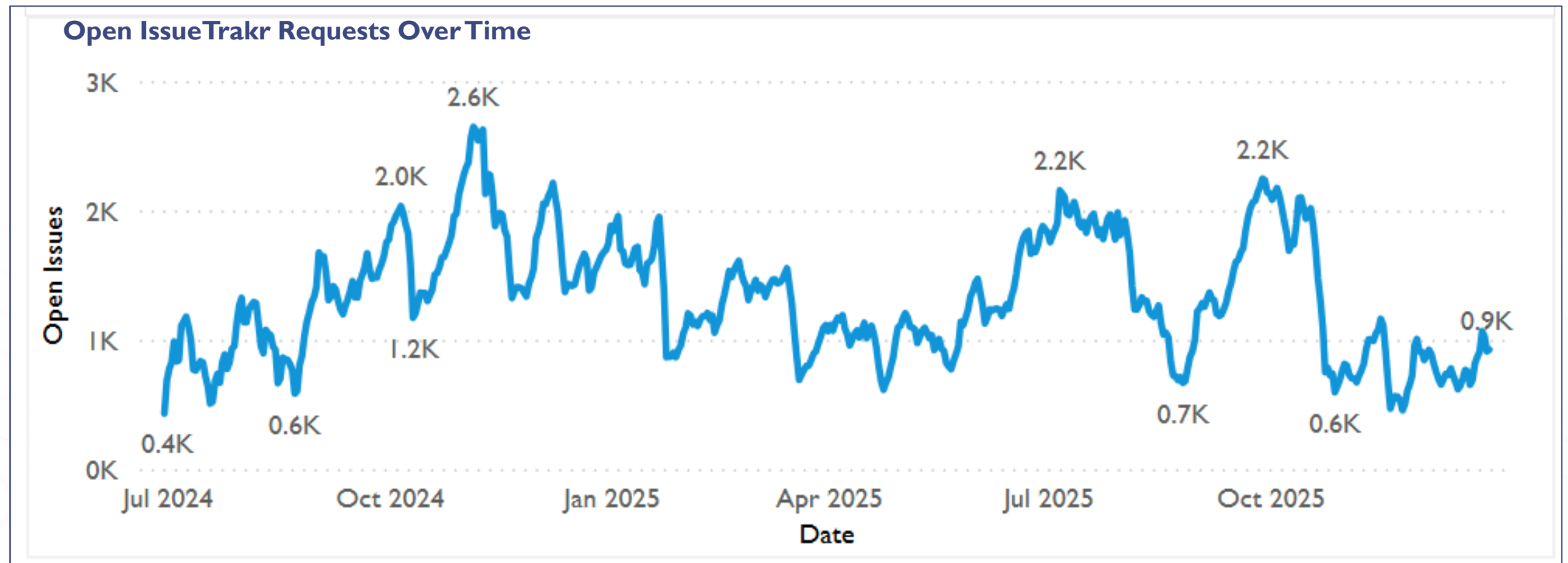
- Call Center Metrics
- Customer Emails & Start/Stops
- Customer Payments
- Delinquent Accounts
- Revenue Recovery
- Get Current 2.0 Update

# Call Center Metrics

| Metric                  | October 2025                | November 2025               | December 2025               |
|-------------------------|-----------------------------|-----------------------------|-----------------------------|
| Average Speed of Answer | ~5 minutes                  | ~3 minutes                  | ~4 minutes                  |
| Average Handle Time     | ~10 minutes                 | ~9 minutes                  | ~10 minutes                 |
| Call Answer Rate        | 94%                         | 97%                         | 96%                         |
| Calls Not Answered      | 6%                          | 3%                          | 4%                          |
| Total Calls for Month   | 30,289<br>(1,377 daily avg) | 19,995<br>(1,176 daily avg) | 23,991<br>(1,263 daily avg) |

# Customer Emails & Start/Stops

- FY26 YTD, Customer Service closed 38,341 issues, with an average 4 days open
- As of January 1, there were 928 open issues, at an average of 4 days

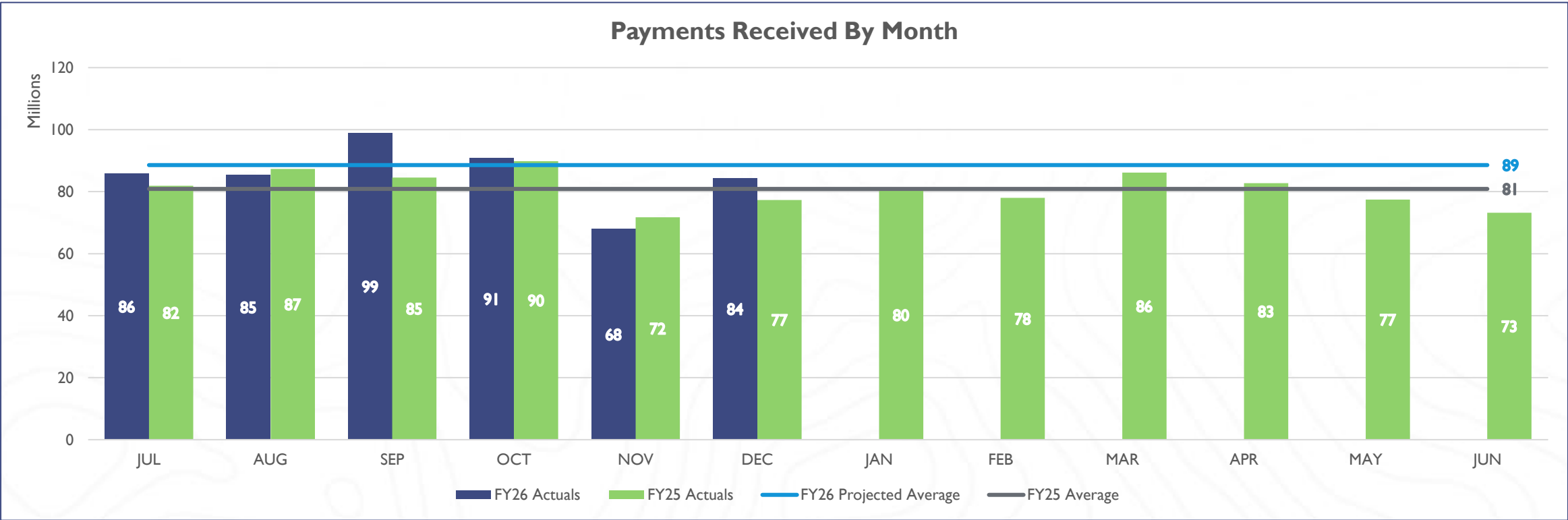


# Customer Payments

In December 2025, we received \$84M in customer payments

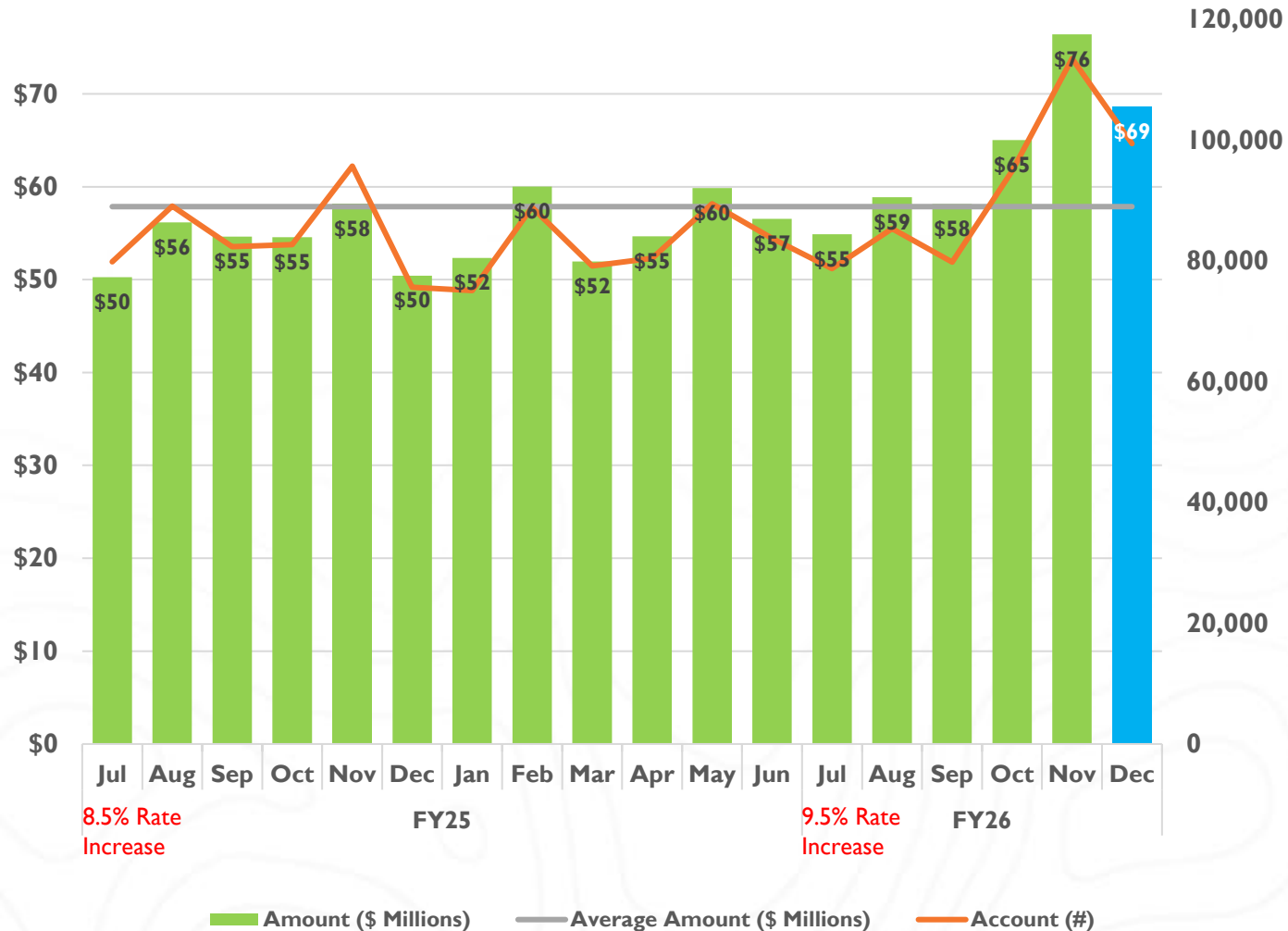
FY2026 YTD payments total approximately \$513M

- \$20M more compared to \$493M during July through December FY2025

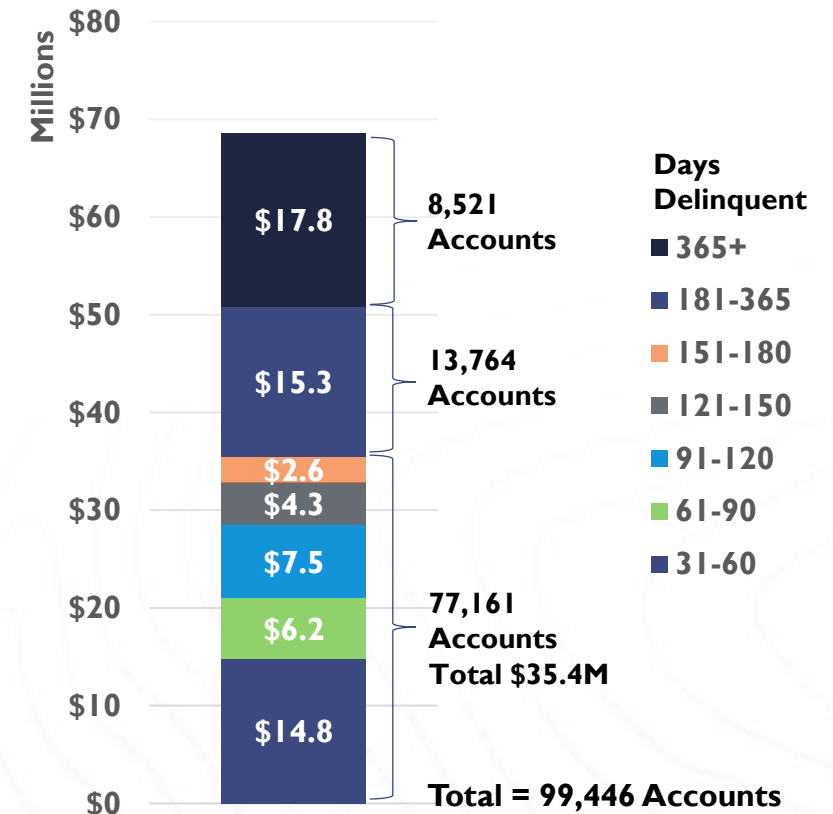


# Delinquent Accounts

## Delinquent Account History

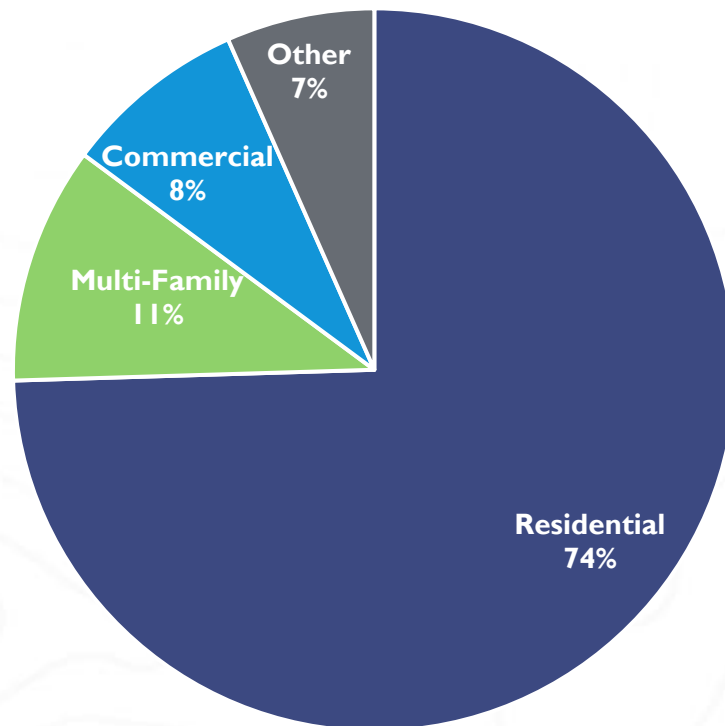


## Delinquent Account Balance



# Understanding Our Customer Landscape: Delinquency Snapshot

**Delinquent Amount: Percentage by Dollars**



Residential accounts make up 96% of total delinquent accounts (95,023 out of 99,446).

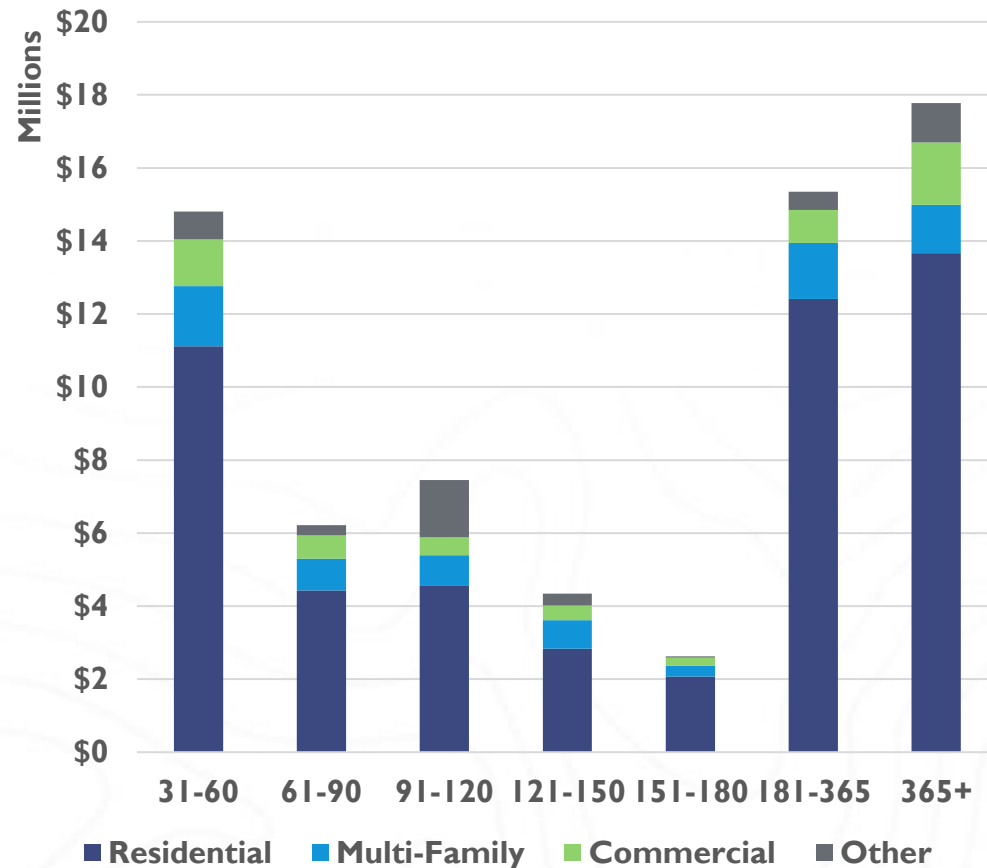


Total delinquent amount has decreased from \$76M to \$69M.



Residential delinquency remains concentrated in shorter time frames (over half under 120 days).

# Delinquency by Days Past Due: Early Delinquencies, Strong Recovery Potential



Most residential delinquencies remain in early stages (0–120 days).



Multi-family and commercial delinquencies are more evenly distributed.



Accounts over 365 days represent a small portion of total delinquencies.

# Revenue Recovery

## Supporting Customers & Restoring Service

### Turnoffs and Turnons

Montgomery County  
0 Turnoffs / 1 Turnons

Prince George's County  
0 Turnoffs / 3 Turnons

### Potential Turnoffs at \$500 Past Due

Montgomery County  
6,335 Accounts / \$12 Million

Prince George's County  
11,733 Accounts / \$19.5 Million

# Get Current 2.0 Update

|                                            |                                           |
|--------------------------------------------|-------------------------------------------|
| <b>45,336</b><br><b>Eligible Accounts*</b> | <b>\$27,997,688</b><br><b>Delinquent*</b> |
|--------------------------------------------|-------------------------------------------|



**EXTENDED ENHANCED**

**Behind on your WSSC Water bill?**  
**Get Current**

**Pay Half of Full Account Balance** **Remaining Balance = \$0.00**

**PLUS! 100%** late payment charges & turn-on fees **WAIVED**

**BUT WAIT, THERE'S MORE!** Additional enhancements at [wsscwater.com/getcurrent](http://wsscwater.com/getcurrent)

**APPLY TODAY - Program extended through Nov. 30**

## Visits to Get Current Webpage

**237,688** since March 2025

## Applications Submitted

**2,917** since December 2025

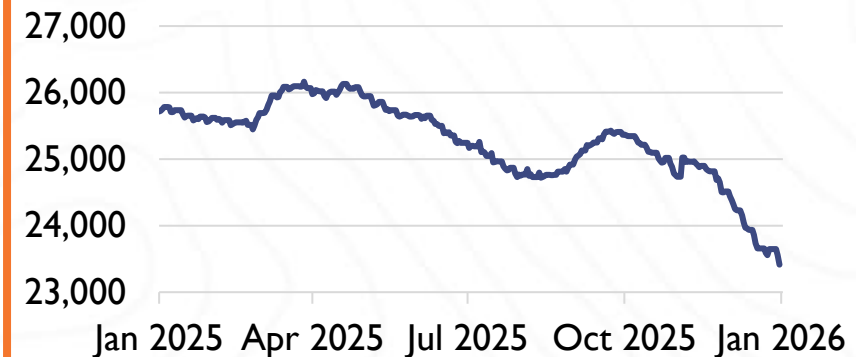
## Full Payment

**1,510**

## 50% Payment Plans

**311**

## Active Pay Plans



\* As of December 01, 2025

# Outreach

## Get Current Extended/Enhanced



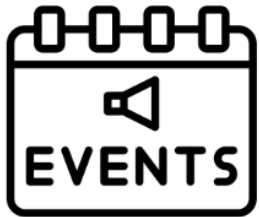
### Streaming TV:

**918,821** Impressions  
100% Connected TVs  
Undivided attention by viewer  
Top networks = MAX, Hulu, Univision

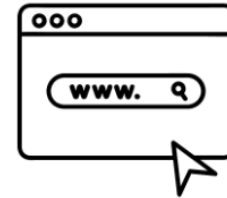


### Social Media & Web Display Ads:

**2.6M** Impressions  
Facebook, Instagram, Nextdoor  
**1.4M** Impressions Web Display ads



**111** public-facing events &  
stakeholder meetings since July 1



### Driving customers to website

**170,317** visitors to Get Current



### Direct Mail

**Approx 16,000** postcards  
Second round of mailers



### SMS Text Messages

**1.6 M+**  
Encouraging applications  
Reminders to eligible customers



### Earned Media

Leveraging news media to inform customers  
English & Spanish outlets

# Proactive Bilingual Collections Outreach

## Multi-channel awareness and engagement campaign

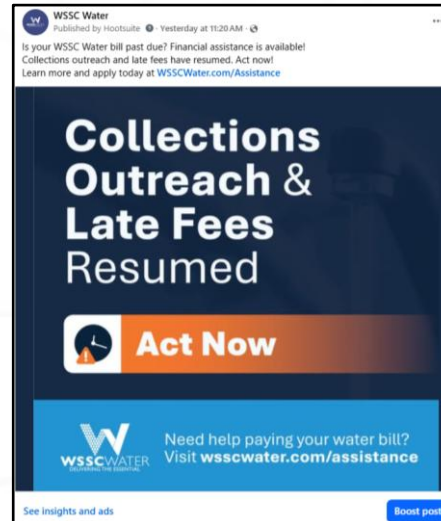
### Paid Broadcast Outreach

- Video on-demand streaming
  - Targeted top 20 zip codes w/ greatest number of delinquent accounts (10 per county)
- Radio (Traffic Sponsorships & Spots)



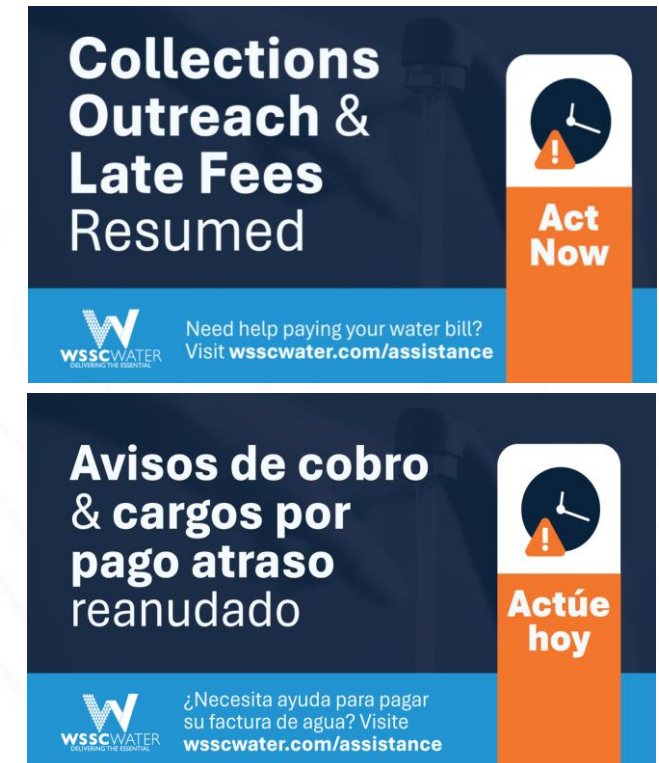
### Paid & Free Social Posts/Engagement

- Paid posts targeting top 20 zip codes w/ greatest number of delinquent accounts (10 per county)



### Amplification & Partnerships

- Stakeholder Social Media Toolkit
- Community & Partner Sharing





# Questions?



**Customer Service Performance Indicators**  
**Customer Service Department**  
**January 21, 2026**

**Call Center Metrics**

The chart below highlights key call center metrics including average speed of answer, call answer rate and total number of calls received for the month.

In December 2025, average wait time was 4 minutes, a 1-minute increase from the previous month (3 minutes). During December, average daily call volume decreased 3% month-over-month to 1,142 calls per day.

| Metric                  | October 2025                | November 2025               | December 2025               |
|-------------------------|-----------------------------|-----------------------------|-----------------------------|
| Average Speed of Answer | ~5 minutes                  | ~3 minutes                  | ~4 minutes                  |
| Average Handle Time     | ~10 minutes                 | ~9 minutes                  | ~10 minutes                 |
| Call Answer Rate        | 94%                         | 97%                         | 96%                         |
| Calls Not Answered      | 6%                          | 3%                          | 4%                          |
| Total Calls for Month   | 30,289<br>(1,377 daily avg) | 19,995<br>(1,176 daily avg) | 23,991<br>(1,263 daily avg) |

**Customer Emails and Status of Backlog**

In addition to phone calls, Customer Service receives thousands of emails each month which include start/stop service requests, payment plan requests, high bill inquiries, billing disputes, and escalated matters. As of January 1, 2026, Customer Service has responded to and processed 38,341 emails/IssueTrakr for FY2026.

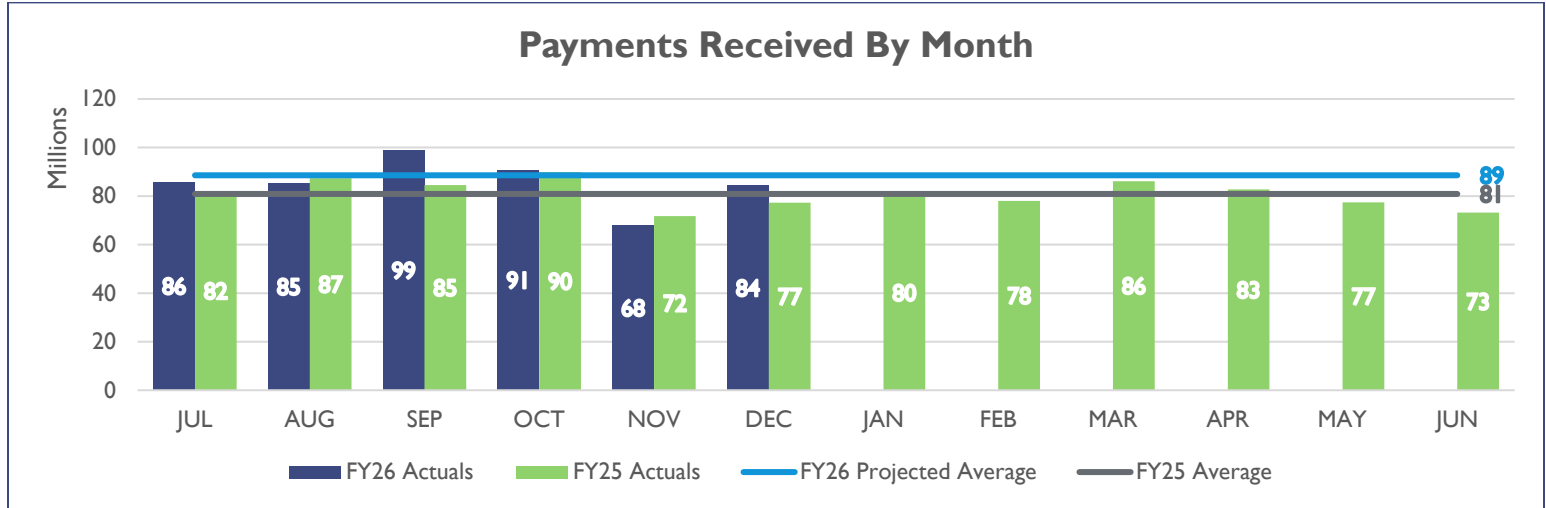
As of January 1<sup>st</sup>, 928 requests are open, down from our highest number of open requests, nearly 25,000 in December 2021. In December 2021, open requests had been open 30 days on average. On January 1<sup>st</sup>, open issues have been open **approximately 4 days** for Fiscal Year 2026.



**Customer Service Performance Indicators**  
**Customer Service Department**  
**January 21, 2026**

**Customer Payments**

In December 2025, WSSC Water received **\$84 million** in customer payments, which was \$16M more than the \$68M received in November 2025; and \$7M more than the \$77 million received in December of 2024. FY2026 year to date, payments total approximately \$513 million and are up approximately \$20 million (4%), compared to \$493 million during July – December FY2025.

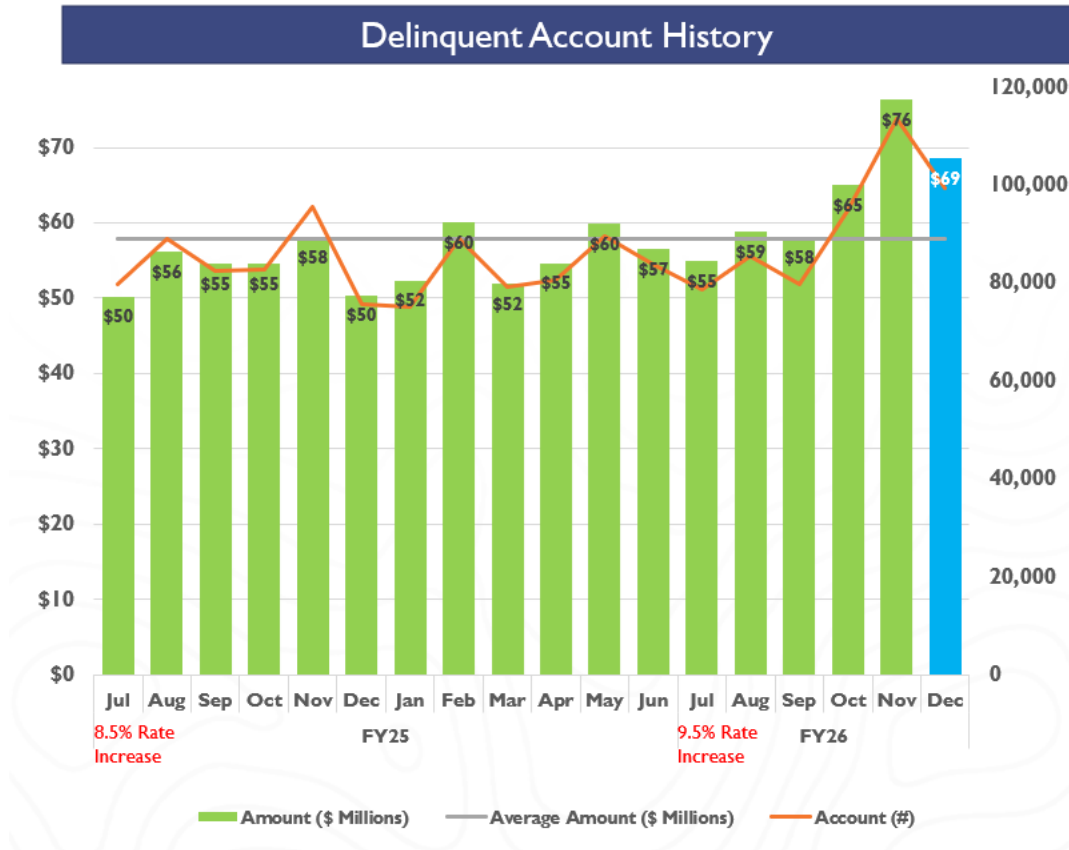


**Revenue Recovery**

As of January 1<sup>st</sup>, 2026, WSSC Water had **99,446** past due accounts totaling **\$69 million**. The \$69 million past due reflects a \$7M decrease from November 2025 (\$76M). Residential premises account for 75% of the delinquencies with 95,023 past due accounts totaling \$51M.

| Account Type | Delinquent Accounts | Delinquent Amount | Delinquent Amount (%) |
|--------------|---------------------|-------------------|-----------------------|
| Residential  | 95,023              | \$51,100,600      | 75%                   |
| Multi-Family | 501                 | \$7,281,665       | 11%                   |
| Commercial   | 2,931               | \$5,639,094       | 8%                    |
| Other        | 991                 | \$4,548,271       | 7%                    |
| Total        | 99,446              | \$68,569,629      | 100%                  |

**Customer Service Performance Indicators**  
**Customer Service Department**  
**January 21, 2026**





# Parkway WRRF Electrical Upgrades – Progressive Design Build

Engineering & Construction

**Mark A. Coughlin**, Section Manager, Facility Design and Construction

**January 21, 2026**

# **PRESENTATION FOR INFORMATIONAL PURPOSES**

## **REQUEST FOR VOTE IN FEBRUARY**

# Agenda

- Parkway Electrical Upgrades and Floodplain Resiliency Scope of Work
- Progressive Design-Build Collaborative Delivery Method

# Parkway Electrical Upgrades Project

## Scope of Work

### **Flood Protection (8 buildings) 20%**

- New building - higher elevation
- Structurally protect existing buildings
- Dry-proof where possible
- Wet-proof - minimize water damage
  - Raise electrical equipment
  - Move or replace equipment with waterproof equipment
  - Strategy and pumps for post-storm clean up

### **Electrical Replacements (11 buildings) 60%**

- End of useful life
  - Motor Control Centers
- Upgrades
  - 2 Mega Watt Generator
  - 7 Transformers
- Energy efficiency
  - Turbo Blowers
  - Variable Frequency Drives

### **Mechanical Upgrades (11 buildings) 20%**

- End of useful life
- Process upgrades
- HVAC for current regulations and efficiency

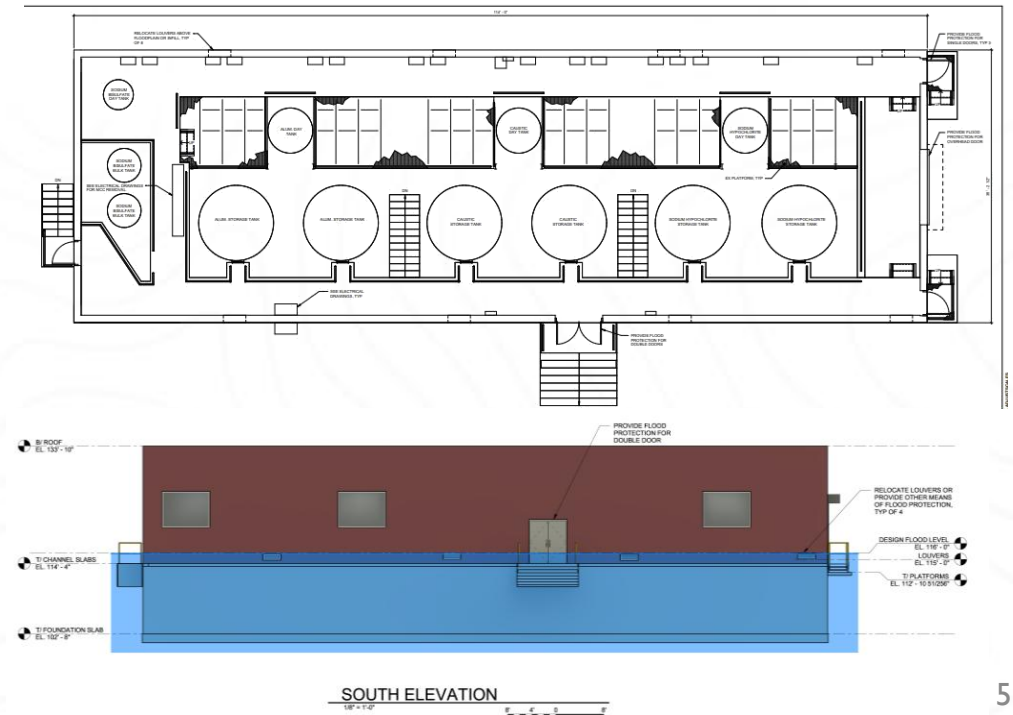
295  
B/W Parkway

Patuxent River

# Parkway Floodplain Exposure

## Climate and Flooding Challenge

- Parkway WRRF recognized as one of most vulnerable facilities in 2018 study.
- 11 Buildings in anticipated floodplain
- Up to 15' of flooding within buildings
- Structural, Electrical, Process Risk



# Progressive Design-Build Collaborative Project Delivery Method

- What is Progressive Design-Build (DB)?
  - A two-phase project delivery method where a design-build team (designer and contractor for construction) collaborates with the owner early to advance design (10 - 60%) before agreeing on a final Guaranteed Maximum Price (GMP) for construction.
  - 30+ years of acceptance in the water sector, now accounting for 40% of Water Sector capital dollars spent.
  - Enables faster project start, cost control, risk mitigation, and innovation by integrating design and construction under one contract for complex and/or high-risk projects.
  - No gap between responsibility or standard of care between the design and builder.
  - Enables all experts to target project specific risks and challenges.
- WSSC Water's Progressive Design-Build Delivery Experience
  - Piscataway BioEnergy Project
  - Parkway North Substation Replacement
- Future Progressive Design-Build Delivery Projects
  - 102" Anacostia Force Main Repair
  - Potomac Microgrid BF8029A25
  - Potomac Water Quality Pilot 23303125A

# Progressive Design-Build Key Features

## Parkway Electrical Upgrades

- Two Stages:
  - Preliminary Stage – On February 2026, commission meeting agenda for approval
    - Design and Pre-Construction
    - Electrical Equipment Package for ordering
    - OSDI – initial plan based on this stage only
  - Completion stage – approve Guaranteed Maximum Price Fall 2027, to the same vendor.
    - Complete design (70 - 100%)
    - Construction Management and Construction
    - OSDI plan based on work in Completion Stage
- Renovations for Floodproofing in active buildings. DB team can coordinate design issues, with construction and plant operations.
- State Revolving Fund - DB team selects equipment for compliance and schedule, then designs around equipment.
  - Build America, Buy America Act
  - American Iron & Steel Requirement
- Long Lead Electrical - DB Team can select and order equipment. Fabrication is parallel to critical path rather than constraining critical path.
- Electrical Coordination - DB Team with Owner Team design controls to specific equipment.



# Questions?



## MARYLAND GENERAL ASSEMBLY 2026

### Legislative Update

*January 13, 2026*

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#### **Legislation**

- **WSSC Water-Sponsored**

1. [PG/MC 102-26: Prince George's County and Montgomery County – Washington Suburban Sanitary Commission – Procurement – Altercations](#)

- **WSSC Water-Related**

2. [PG/MC 104-26: Washington Suburban Sanitary Commission – Personnel Management – Disciplinary Actions](#)
3. [PG/MC 105-26: Bicounty Commissions – Public Ethics – Financial Disclosure Statements](#)
4. [PG/MC 107-26: Maryland–National Capital Park and Planning Commission and Washington Suburban Sanitary Commission – Vendor Registration](#)
5. [HB0204: Drinking Water – Regulation – Control and Prevention of Waterborne Disease](#)

## **WSSC-SPONSORED LEGISLATION**

| <b>1. PG/MC 102-26 Prince George's County and Montgomery County – Washington Suburban Sanitary Commission – Procurement – Altercations</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>SUMMARY:</b> <i>FOR the purpose of repealing the name of the Washington Suburban Sanitary Commission Office of Supplier Diversity and Inclusion; authorizing the Commission to name the Office; altering the purpose and duties of the Office; altering the local small business enterprise program to include local or small businesses or certain other businesses; authorizing the Commission to accept as a registered vendor any person that is registered as a vendor with another jurisdiction or has self-certified as a vendor in a certain manner; and generally relating to procurement by the Washington Suburban Sanitary Commission.</i> |                                                                                       |
| <b>Commission Position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                       |
| <b>SUPPORT</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                       |
| <b>House Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>House Activity</b>                                                                 |
| <ul style="list-style-type: none"> <li>• PGCHD -</li> <li>• MCHD -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Delegation Public Bill Hearings – PGCHD (Scheduled: Dec. 1); MCHD (Scheduled: Dec. 4) |
| <b>Senate Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Senate Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• PGCSO -</li> <li>• MCSO -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |
| <b>County Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>County Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• MCCEx -</li> <li>• MC Council -</li> <li>• PGCCEEx -</li> <li>• PGC Council -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                       |

**WSSC-Related Legislation**

| <b>2. PG/MC 104-26 Washington Suburban Sanitary Commission – Personnel Management – Disciplinary Actions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>SUMMARY:</b> FOR the purpose of requiring the Washington Suburban Sanitary Commission to take certain actions before suspending or removing an employee of the Commission; providing that the Commission may take any disciplinary action not later than within a certain number of days after the Commission acquires knowledge of the misconduct for which the disciplinary action is imposed; authorizing an employee who is suspended for disciplinary purposes to appeal to the Office of Administrative Hearings; requiring the Office to dispose of a case or conduct a hearing and issue a final decision in an appeal under this Act; and generally relating to the Washington Suburban Sanitary Commission. |                                                                                       |
| <b>Commission Position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                       |
| <b>House Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>House Activity</b>                                                                 |
| <ul style="list-style-type: none"> <li>• PGCHD -</li> <li>• MCHD -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Delegation Public Bill Hearings – PGCHD (Scheduled: Dec. 1); MCHD (Scheduled: Dec. 4) |
| <b>Senate Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Senate Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• PGCSO -</li> <li>• MCSO -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                       |
| <b>County Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>County Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• MCCEx -</li> <li>• MC Council -</li> <li>• PGCCEEx -</li> <li>• PGC Council -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                       |

| <b>3. PG/MC 105-26 Bicounty Commissions – Public Ethics – Financial Disclosure Statements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <p><b>SUMMARY:</b> FOR the purpose of requiring an applicant for appointment as a commissioner of a bicounty commission to submit a certain statement to the Prince George’s County Office of Ethics and Accountability; requiring the chief administrative officer for Prince George’s County to transmit the financial disclosure statements of commissioners or appointed applicants of bicounty commissions to the Office; requiring the Office, rather than the chief administrative officer for Prince George’s County, to retain the statements, return the statements to certain applicants under certain circumstances, provide certain notice to the State Ethics Commission, record certain information of individuals examining or copying the statement, and maintain, make available, and establish procedures governing the inspection of the statements; and generally relating to financial disclosure statements for commissioners and applicants for appointment as commissioners of bicounty commissions.</p> |                                                                                       |
| <b>Commission Position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                       |
| <b>House Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>House Activity</b>                                                                 |
| <ul style="list-style-type: none"> <li>• PGCHD -</li> <li>• MCHD -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Delegation Public Bill Hearings – PGCHD (Scheduled: Dec. 1); MCHD (Scheduled: Dec. 4) |
| <b>Senate Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Senate Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• PGCSd -</li> <li>• MCSd -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                       |
| <b>County Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>County Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• MCCEx -</li> <li>• MC Council -</li> <li>• PGCCEX -</li> <li>• PGC Council -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                       |

| <b>4. PG/MC 107-26 Maryland–National Capital Park and Planning Commission and Washington Suburban Sanitary Commission – Vendor Registration</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <b>SUMMARY:</b> FOR the purpose of requiring the Maryland–National Capital Park and Planning Commission and the Washington Suburban Sanitary Commission to accept as a registered vendor any person that is registered as a vendor with Montgomery County or Prince George’s County; authorizing the Maryland–National Capital Park and Planning Commission and the Washington Suburban Sanitary Commission to enter into certain memoranda of understanding with Montgomery County and Prince George’s County; and generally relating to procurement by the Maryland–National Capital Park and Planning Commission and the Washington Suburban Sanitary Commission. |                                                                                       |
| <b>Commission Position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                       |
| <b>House Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>House Activity</b>                                                                 |
| <ul style="list-style-type: none"> <li>• PGCHD -</li> <li>• MCHD -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Delegation Public Bill Hearings – PGCHD (Scheduled: Dec. 1); MCHD (Scheduled: Dec. 4) |
| <b>Senate Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>Senate Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• PGCSO -</li> <li>• MCSO -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                       |
| <b>County Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>County Activity</b>                                                                |
| <ul style="list-style-type: none"> <li>• MCCEx -</li> <li>• MC Council -</li> <li>• PGCCEx -</li> <li>• PGC Council -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                       |

| <b>5. HB0204 Drinking Water – Regulation – Control and Prevention of Waterborne Disease</b>                                                                                                                                                                                                                                                                                                                                                                                              |                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| <b>SUMMARY:</b> The bill sets new requirements to control Legionella and other harmful bacteria in public water systems. It requires water suppliers to report certain disruptions, mandates investigations of reported Legionnaires' disease cases, and requires certain buildings to implement water management programs. It also directs state agencies to share information publicly, create education campaigns, and use collected penalties to support disease-prevention efforts. |                        |
| <b>Commission Position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |
| <b>House Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>House Activity</b>  |
| <ul style="list-style-type: none"> <li>• PGCHD -</li> <li>• MCHD -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                            |                        |
| <b>Senate Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Senate Activity</b> |
| <ul style="list-style-type: none"> <li>• PGCSD -</li> <li>• MCSD -</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                            |                        |
| <b>County Positions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>County Activity</b> |
| <ul style="list-style-type: none"> <li>• MCCEx -</li> <li>• MC Council -</li> <li>• PGCCEEx -</li> <li>• PGC Council -</li> </ul>                                                                                                                                                                                                                                                                                                                                                        |                        |

**Other Legislation**

N/A



**AGENDA CATEGORY:** Intergovernmental Relations

**ITEM NUMBER:** 14.B

**DATE:** January 21, 2026

|                                          |                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>SUBJECT</b>                           | PG-MC 102-26 - Prince George's County and Montgomery County - Washington Suburban Sanitary Commission - Procurement - Alterations                                                                                                                                                                                                                                                           |
| <b>SUMMARY</b>                           | This bill updates and modernizes the Washington Suburban Sanitary Commission's procurement framework. It expands eligibility for business participation programs, increases flexibility in vendor registration, and authorizes new regulations to promote local workforce engagement and economic benefit. The bill does not alter WSSC Water's Minority Business Enterprise (MBE) program. |
| <b>SPECIAL COMMENTS</b>                  | N/A                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>CONTRACT NO./REFERENCE NO.</b>        | N/A                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>COSTS</b>                             | N/A                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>AMENDMENT/CHANGE ORDER NO. AMOUNT</b> | N/A                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>MBE PARTICIPATION</b>                 | N/A                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>PRIOR STAFF/COMMITTEE REVIEW</b>      | Kishia L. Powell, General Manager and CEO<br><br>Cristi Bickham, Deputy General Manager for External Affairs<br><br>Monica Marquina, Government Affairs Director                                                                                                                                                                                                                            |
| <b>PRIOR STAFF/COMMITTEE APPROVALS</b>   | Kishia L. Powell, General Manager and CEO                                                                                                                                                                                                                                                                                                                                                   |

Cristi Bickham, Deputy General Manager for External Affairs

Monica Marquina, Government Affairs Director

|                                     |                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RECOMMENDATION TO COMMISSION</b> | Support with Amendments                                                                                                                                                                                                                                                                                                      |
| <b>ATTACHMENTS</b>                  | <a href="#">Recommendation Memo - PGMC 102-26 - Procurement - Alterations AMENDED</a><br><a href="#">PG_MC 102-26 Washington Suburban Sanitary Commission " Procurement Alterations.pdf</a><br><a href="#">PGMC102-26 UPDATED redraft to current law FINAL 1.14.26.pdf</a><br><a href="#">AMENDMENTS TO PG MC 102.26.pdf</a> |



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## Interoffice Memorandum

TO: Commissioners

THRU: Kishia L. Powell, General Manager/CEO  
Cristi Bickham, Deputy General Manager, External Affairs

FROM: Monica Marquina, Director, Intergovernmental Relations  
Kenneth Simons, Manager, Intergovernmental Relations

DATE: January 21, 2026

RE: **PG/MC 102-26 – Procurement - Alterations**

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### Recommended Position

### **SUPPORT WITH AMENDMENTS**

#### Overview

The following amendments to PG/MC 102-26 further update and modernize the Washington Suburban Sanitary Commission's procurement framework. As amended, the bill expands eligibility for business participation programs, increases flexibility in vendor registration, and authorizes new regulations to promote local workforce engagement and economic benefit. The bill does not alter WSSC Water's Minority Business Enterprise (MBE) program.

### **Key Amendments to the Bill**

#### **A. Renaming and Updating the WSSC Water Office of Supplier Diversity and Inclusion**

The proposal renames and updates the WSSC Water Office of Supplier Diversity and Inclusion by removing the statutory name "Office of Supplier Diversity and Inclusion" and allowing the Commission to designate the Office's name through regulation. It clarifies that the Office is responsible for administering programs under Subtitles 2 (Minority Business Enterprise) and 3 (Business Participation). Additionally, the duties of the Office are updated to emphasize administering these programs and promoting increased participation among various business categories, including local, small, and veteran-owned businesses.

## **B. Expansion of the Business Participation Program**

The bill expands the existing Local Small Business Enterprise Program by replacing it with a broader Business Participation Program. Under this new framework, eligible business categories will now include local businesses, small businesses as defined in State Finance and Procurement §14-203, local small businesses, Maryland-based businesses, disabled veteran-owned small and local businesses, and veteran-owned small and local businesses.

The purpose of the Business Participation Program is to create meaningful opportunities for these businesses to compete through tools such as sheltered markets, procurement preferences, and other authorized procurement tools. WSSC Water may set additional eligibility criteria and administrative procedures to ensure effective implementation. To maintain accountability, the program will undergo an annual review of its effectiveness. Participation is open to businesses regardless of race, ethnicity, or gender, and solicitations are not required to include every eligible category, allowing flexibility in procurement strategies.

## **C. Vendor Registration Flexibility**

The bill introduces vendor registration flexibility by creating a new §20305, which allows WSSC Water to recognize businesses as registered vendors through two streamlined options: businesses already registered under the appropriate category by another jurisdiction, or businesses that self-certify under WSSC Water regulations, similar to the state's Small Business Reserve Program. This approach reduces administrative barriers and accelerates the vendor onboarding process, making it easier for eligible businesses to participate in procurement opportunities.

## **D. New Subtitle on Workforce & Local Economic Benefit**

The bill adds a new Subtitle 4 granting WSSC Water authority to adopt regulations that promote local workforce engagement and economic benefits in connection with Commission contracts. These regulations may include provisions for local hiring and recruitment, participation in skills training programs such as pre-apprenticeship and apprenticeship, and reporting on workforce residency to enhance local economic impact. This new authority enables WSSC Water to define contractor good faith efforts related to workforce engagement and the promotion of local economic benefits.

Bill No.: \_\_\_\_\_

Requested: \_\_\_\_\_

Committee: \_\_\_\_\_

Drafted by: Austin

Typed by: Julia

Stored – 11/12/25

Proofread by \_\_\_\_\_

Checked by \_\_\_\_\_

By: **Prince George’s County Delegation and Montgomery County Delegation**

## A BILL ENTITLED

1 AN ACT concerning

2 **Washington Suburban Sanitary Commission – Procurement – Alterations**3 **PG/MC 102–26**

4 FOR the purpose of repealing the name of the Washington Suburban Sanitary Commission  
 5 Office of Supplier Diversity and Inclusion; authorizing the Commission to name the  
 6 Office; altering the purpose and duties of the Office; altering the local small business  
 7 enterprise program to include local or small businesses or certain other businesses;  
 8 authorizing the Commission to accept as a registered vendor any person that is  
 9 registered as a vendor with another jurisdiction or has self-certified as a vendor in  
 10 a certain manner; and generally relating to procurement by the Washington  
 11 Suburban Sanitary Commission.

12 BY repealing and reenacting, with amendments,  
 13 Article – Public Utilities  
 14 Section 20–201, 20–203, and 20–301 through 20–304  
 15 Annotated Code of Maryland  
 16 (2025 Replacement Volume and 2025 Supplement)

17 BY adding to  
 18 Article – Public Utilities  
 19 Section 20–401 to be under the new subtitle “Subtitle 4. Vendor Registration”

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 EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.



Annotated Code of Maryland  
(2025 Replacement Volume and 2025 Supplement)

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
That the Laws of Maryland read as follows:

**Article – Public Utilities**

20–201.

(a) In this subtitle the following words have the meanings indicated.

(b) “Minority business enterprise” has the meaning stated in § 14–301 of the State  
Finance and Procurement Article.

(c) “Office” means the Office [of Supplier Diversity and Inclusion] established  
under § 20–203 of this subtitle.

20–203.

(a) There is an Office [of Supplier Diversity and Inclusion in the Commission]  
**ESTABLISHED WITHIN THE COMMISSION THAT SHALL BE RESPONSIBLE FOR:**

**(1) ADMINISTERING EACH OF THE BUSINESS PARTICIPATION AND  
VENDOR DEVELOPMENT PROGRAMS FOR COMMISSION CONTRACTS AND  
SUBCONTRACTS; AND**

**(2) MONITORING COMPLIANCE WITH PARTICIPATION  
REQUIREMENTS FOR THE PROGRAMS ESTABLISHED.**

(b) The [head of the Office is the] **OFFICE SHALL BE HEADED BY A Director** [of  
Supplier Diversity and Inclusion].

(c) **THE COMMISSION MAY PROVIDE A NAME FOR THE OFFICE  
ESTABLISHED UNDER THIS SECTION.**

**(D)** The Office shall:

(1) administer each Commission program that is created to remedy discrimination against minority business enterprises and promote the participation of local **OR** small business enterprises **OR OTHER BUSINESS ENTERPRISES THAT SUPPORT THE ECONOMIC OUTCOMES OF THE COMMISSION**, including:

(i) the minority business enterprise utilization program under § 20–204 of this subtitle; and

(ii) the [local small] business enterprise program **ESTABLISHED** under Subtitle 3 of this title;

(2) promote and coordinate the plans, programs, and operations of the Commission to remedy discrimination against minority business enterprises and the effects of discrimination;

(3) promote activities and the use of the resources of the Commission, local governments, and private entities to remedy discrimination against minority business enterprises and the effects of discrimination; [and]

(4) ensure compliance with certified minority business enterprise subcontract participation goals under § 20–206 of this subtitle; **AND**

**(5) PROMOTE, ENCOURAGE, AND SUPPORT INCREASED BUSINESS PARTICIPATION AND ECONOMIC OUTCOMES IN COMMISSION CONTRACTS AND SUBCONTRACTS.**

20–301.

In this subtitle, “program” means a local, small, **OR OTHER** business enterprise program.

20–302.

(a) By resolution or adopting regulations, the Commission may establish a local, small, **OR OTHER** business enterprise program.

(b) The Office [of Supplier Diversity and Inclusion,] established under § 20–203 of this title[,] shall administer the program.

20–303.

The purpose of the program is to assist [small] **LOCAL** businesses in Montgomery County and Prince George’s County, **SMALL BUSINESSES, OR OTHER BUSINESSES THAT FURTHER THE COMMISSION’S CONTRACTING, SUBCONTRACTING, AND ECONOMIC OBJECTIVES** by:

(1) establishing a sheltered market or other appropriate preference; or

(2) facilitating the award of Commission construction contracts or procurement contracts for goods and services to [small]:

(I) **LOCAL** businesses in Montgomery County and Prince George’s County;

(II) **SMALL BUSINESSES; OR**

(III) **OTHER BUSINESSES THAT FURTHER THE COMMISSION’S CONTRACTING, SUBCONTRACTING, AND ECONOMIC OBJECTIVES.**

20–304.

(a) The Commission shall adopt:

(1) [eligibility criteria for businesses to qualify for the program, including:

(i) the criteria for a small business qualifying under the Small Business Preference Program as established in regulations adopted by the Department of General Services under § 14–203 of the State Finance and Procurement Article;

(ii) a requirement that:

1. the business’s principal place of business be in Montgomery County or Prince George’s County; or

2. at least 25% of the total number of employees of the business be domiciled in Montgomery County or Prince George’s County; and

(iii) any other] eligibility criteria that the Commission determines to be necessary or appropriate for the promotion of [small] businesses in the Commission's service area, **SMALL BUSINESSES, OR OTHER BUSINESSES THAT FURTHER THE COMMISSION'S CONTRACTING, SUBCONTRACTING, AND ECONOMIC OBJECTIVES;** and

(2) administrative procedures for conducting the program.

(b) A business may qualify as a local **OR** small business enterprise under the program without regard to the race, ethnicity, or gender of the participants in the business.

(c) The Commission shall establish criteria for graduation from the program for a [local small] business that the Commission determines no longer requires the assistance or benefits offered by the program.

(d) The Commission shall review the eligibility criteria and administrative procedures of the program each year to assess their effectiveness in furthering the purposes of the program.

#### **SUBTITLE 4. VENDOR REGISTRATION.**

##### **20-401.**

**(A) THE COMMISSION MAY ACCEPT AS A REGISTERED VENDOR FOR THE COMMISSION ANY PERSON THAT:**

**(1) IS REGISTERED AS A VENDOR THROUGH A VENDOR REGISTRATION PROCESS IN ANOTHER JURISDICTION; OR**

**(2) SELF-CERTIFIES AS A VENDOR IN ACCORDANCE WITH REGULATIONS ADOPTED BY THE COMMISSION.**

**(B) THE COMMISSION MAY ADOPT REGULATIONS TO CARRY OUT THIS SECTION.**

SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect October 1, 2026.

Bill No.: \_\_\_\_\_

Requested: \_\_\_\_\_

Committee: \_\_\_\_\_

Drafted by: Austin

Typed by: Julia

Stored – 11/12/25

Proofread by \_\_\_\_\_

Checked by \_\_\_\_\_

By: **Prince George's County Delegation and Montgomery County Delegation**  
 Requested by: The Chair on behalf of WSSC

## A BILL ENTITLED

1 AN ACT concerning

2 **Washington Suburban Sanitary Commission – Procurement – Alterations**3 **PG/MC 102–26**

4 FOR the purpose of repealing the name of the Washington Suburban Sanitary Commission  
 5 Office of Supplier Diversity and Inclusion; authorizing the Commission to name the  
 6 Office; altering the purpose and duties of the Office; altering the local small business  
 7 enterprise program to include local or small businesses or certain other businesses;  
 8 authorizing the Commission to accept as a registered vendor under certain  
circumstances , any person that is  
 9 registered as a vendor with another jurisdiction or has self-certified as a vendor in  
 10 a certain manner; Authorizing the Commission to  
adopt certain regulations design to  
promote workforce engagement and local  
economic benefit under certain  
circumstances; and generally relating to procurement by the  
 11 Washington  
 Suburban Sanitary Commission.

12 BY repealing and reenacting, with amendments,  
 13 Article – Public Utilities  
 14 Section 20–201, 20–203, and 20–301 through 20–304  
 15 Annotated Code of Maryland  
 16 (2025 Replacement Volume and 2025 Supplement)

17 BY adding to  
 18 Article – Public Utilities  
 19 Section 20–305  
 20

BY adding to

Article—Public Utilities Article

Section 20-401 to be under the new subtitle “Subtitle 4. Workforce and Local Economic Benefit”

---

EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.

Annotated Code of Maryland  
(2025 Replacement Volume and 2025 Supplement)

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
That the Laws of Maryland read as follows:

**Article – Public Utilities**

20–201.

(a) In this subtitle the following words have the meanings indicated.

(b) “Minority business enterprise” has the meaning stated in § 14–301 of the State  
Finance and Procurement Article.

(c) “Office” means the Office [of Supplier Diversity and Inclusion] established  
under § 20–203 of this subtitle.

20–203.

(a) There is an Office [of Supplier Diversity and Inclusion in the Commission]  
**ESTABLISHED WITHIN THE COMMISSION THAT SHALL BE RESPONSIBLE FOR**  
**ADMINISTERING THE PROGRAM AUTHORIZED PURSUANT TO SUBTITLE 2 AND**  
**SUBTITLE 3 OF THIS TITLE.**

(b) **(1)** The [head of the Office is the Director of  
Supplier Diversity and Inclusion] **COMMISSION SHALL ESTABLISH THE NAME**  
**OF THE OFFICE BY REGULATION.**

**(2) THE OFFICE SHALL BE HEADED BY A DIRECTOR.**

**(c)** The Office shall:

(1) administer each Commission program that is created to remedy discrimination against minority business enterprises and promote the participation of local small businesses

**THAT DO BUSINESS WITH THE COMMISSION**, including:

(i) the minority business enterprise utilization program under § 20–204 of this subtitle; and

(ii) the [local small business enterprise] **BUSINESS PARTICIPATION** program **ESTABLISHED** under Subtitle 3 of this title;

(2) promote and coordinate the plans, programs, and operations of the Commission to remedy discrimination against minority business enterprises and the effects of discrimination;

(3) promote activities and the use of the resources of the Commission, local governments, and private entities to remedy discrimination against minority business enterprises and the effects of discrimination; and

(4) ensure compliance with certified minority business enterprise subcontract participation goals under § 20–206 of this subtitle.

.

20–301.

[In this subtitle, “program” means a local small business enterprise program.]

**(A) IN THIS SUBTITLE, THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.**

**(B) “LOCAL BUSINESS” MEANS A BUSINESS THAT:**

**(1) HAS ITS PRINCIPAL PLACE OF BUSINESS IN MONTGOMERY COUNTY OR PRINCE GEORGE’S COUNTY; OR**

**(2) HAS AT LEAST 25% OF ITS EMPLOYEES DOMICILED IN MONTGOMERY OR PRINCE GEORGE’S COUNTY.**

**(C) “SMALL BUSINESS” MEANS A BUSINESS THAT MEETS THE SIZE STANDARDS ESTABLISHED UNDER §14-203 OF THE STATE FINANCE AND PROCUREMENT ARTICLE.**

**(D) “MARYLAND-BASED BUSINESS” MEANS A BUSINESS THAT HAS ITS PRINCIPAL PLACE OF BUSINESS IN THE STATE.**

**(E) “LOCAL SMALL BUSINESS” MEANS A BUSINESS THAT QUALIFIES AS BOTH A LOCAL BUSINESS AND A SMALL BUSINESS.**

**(F) “DISABLED VETERAN-OWNED SMALL BUSINESS” HAS THE MEANING**

**STATED IN §14-201(C) OF THE STATE FINANCE AND PROCUREMENT ARTICLE.**

8 **(G) “VETERAN-OWNED SMALL BUSINESS” HAS THE MEANING STATED IN §14-201(G) OF THE STATE FINANCE AND PROCUREMENT ARTICLE.**

9 **(H) “DISABLED VETERAN-OWNED SMALL AND LOCAL BUSINESS” MEANS A BUSINESS THAT QUALIFIES AS BOTH A DISABLED VETERAN-OWNED SMALL BUSINESS AND A LOCAL SMALL BUSINESS.**

10 **(I) “VETERAN-OWNED SMALL AND LOCAL BUSINESS” MEANS A BUSINESS THAT QUALIFIES AS BOTH A VETERAN-OWNED SMALL BUSINESS AND A LOCAL SMALL BUSINESS.**

11  
22 **(J) “BUSINESS PARTICIPATION PROGRAM” MEANS THE PROGRAM ESTABLISHED IN ACCORDANCE WITH §20-302 OF THIS SUBTITLE.**

23

24 20–302.

25 (a) By resolution or adopting regulations, the Commission may establish a [local  
26 small business enterprise program ] **BUSINESS PARTICIPATION PROGRAM IN ACCORDANCE WITH THIS SUBTITLE.**

27

**(B) ELIGIBILITY FOR PARTICIPATION IN THE PROGRAM IS LIMITED TO:**

- (i) A LOCAL BUSINESS;**
- (ii) A SMALL BUSINESS;**
- (iii) A LOCAL SMALL BUSINESS;**
- (iv) A MARYLAND-BASED BUSINESS;**
- (v) A DISABLED VETERAN-OWNED SMALL AND LOCAL BUSINESS; AND**
- (vi) A VETERAN-OWNED SMALL AND LOCAL BUSINESS.**

20

1 **[(b)] (C) The Office [of Supplier Diversity and Inclusion,] established AND**  
2 **NAMED [under] IN ACCORDANCE WITH § 20–203**  
of this title[, ] shall administer the program.

20–303.

The purpose of the program is to assist [small businesses in Montgomery County and Prince George’s County]

**THE BUSINESSES AUTHORIZED UNDER § 20-302 OF THIS SUBTITLE TO PARTICIPATE IN THE PROGRAM** by:

(1) establishing a sheltered market or other appropriate preference; or

(2) facilitating the award of Commission construction contracts or procurement contracts for goods and services to [small

businesses in Montgomery County and Prince George’s County]

**ELIGIBLE BUSINESSES.**

20–304.

(a) **IN ADDITION TO THE ELIGIBILITY CRITERIA SET FORTH IN §20-302 OF THIS SUBTITLE, [The] THE Commission shall [adopt:**

(1) eligibility criteria for businesses to qualify for the program, including:

(i) the criteria for a small business qualifying under the Small Business Preference Program as established in regulations adopted by the Department of General Services under § 14–203 of the State Finance and Procurement Article;

(ii) a requirement that:

1. the business’s principal place of business be in Montgomery County or Prince George’s County; or

2. at least 25% of the total number of employees of the business be domiciled in Montgomery County or Prince George’s County; and

(iii) any other] **ANY OTHER** eligibility criteria that the Commission determines to

be necessary or appropriate for the promotion of [small businesses in the Commission's service area]

**BUSINESSES ELIGIBLE TO PARTICIPATE IN THE PROGRAM;**

and

(2) administrative procedures for conducting the program.

(b) [A business] **AN ELIGIBLE BUSINESS** may qualify [as a local small business enterprise under the

Program] **TO PARTICIPATE IN THE PROGRAM** without regard to the race, ethnicity, or gender of the participants in the business.

(c) The Commission shall establish criteria for graduation from the program for a local small business that the Commission determines no longer requires the assistance or benefits offered by the program.

(d) The Commission shall review the eligibility criteria and administrative procedures of the program each year to assess their effectiveness in furthering the purposes of the program.

**(E) NOTHING IN THIS SUBTITLE MAY BE CONSTRUED TO REQUIRE EACH SOLICITATION ISSUED BY THE COMMISSION TO INCLUDE EVERY CATEGORY OF BUSINESS THAT IS ELIGIBLE FOR PARTICIPATION IN THE PROGRAM.**

**20-305.**

**(A) THE COMMISSION MAY ACCEPT AS A REGISTERED VENDOR COMMISSION ANY PERSON THAT:**

**(1) IS REGISTERED AS A VENDOR THROUGH A VENDOR REGISTRATION PROCESS IN ANOTHER JURISDICTION; OR**

**(2) SELF-CERTIFIES AS A VENDOR IN ACCORDANCE WITH REGULATIONS ADOPTED BY THE COMMISSION.**

23           **(B) THE COMMISSION MAY ADOPT REGULATIONS TO CARRY OUT THIS**  
24 **SECTION.**

**SUBTITLE 4. WORKFORCE AND LOCAL ECONOMIC BENEFIT.**

**20-401.**

**THE COMMISSION MAY ADOPT REGULATIONS TO PROMOTE  
WORKFORCE ENGAGEMENT AND LOCAL ECONOMIC BENEFIT WITHIN  
THE COMMISSION'S SERVICE DISTRICT IN CONNECTION WITH  
COMMISSION CONTRACTS, INCLUDING ESTABLISHING DEFINITIONS AND  
STANDARDS FOR CONTRACTOR GOOD FAITH EFFORTS REGARDING:**

**(1) LOCAL HIRING AND RECRUITMENT;**

**(2) SKILLS TRAINING, PRE-APPRENTICESHIP, AND APPRENTICESHIP  
PARTICIPATION OR SUPPORT; AND**

**(3) DATA REPORTING ON WORKFORCE RESIDENCY OR LOCAL ECONOMIC  
ACTIVITY.**

**SECTION 2. AND BE IT FURTHER ENACTED, That it is intent of the General  
Assembly that this Act: 1) is not intended to amend, expand, limit or affect the  
minority business enterprise program of the Washington Suburban Sanitary  
Commission under Title 20, Subtitle 2 of the Public Utilities Article.**

25           **[SECTION 2.] SECTION 3. AND BE IT FURTHER ENACTED, That this Act**  
              shall take effect

26   October 1, 2026.

AMENDMENTS TO PG/MC 102-26

TO BE OFFERED \_\_\_\_\_:

Amendment No. 1

On page 1, in line 8, after “vendor” insert “under certain circumstances; and on the same page in line 10 after “manner;” insert “authorizing the Commission to adopt certain regulations designed to promote workforce engagement and local economic benefit under certain circumstances.”

On the same page, after line 16, insert:

BY adding to

Article – Public Utilities

Section 20–305

Annotated Code of Maryland

(2025 Replacement Volume and 2025 Supplement); and on the same page, strike line 19 in its entirety and substitute: “Section 20-401 to be under the new subtitle “Subtitle 4. Workforce and Local Economic Benefit”

Amendment No. 2

On page 2, strike “**FOR:**” beginning in line 14 down through “**ESTABLISHED**” in line 19 and substitute “**ESTABLISHED WITHIN THE COMMISSION THAT SHALL BE RESPONSIBLE FOR ADMINISTERING THE PROGRAMS AUTHORIZED PURSUANT TO SUBTITLE 2 AND SUBTITLE 3 OF THIS TITLE**”.

On the same page, strike line 20 in its entirety and substitute: “**(B) (1) THE COMMISSION SHALL ESTABLISH THE NAME OF THE OFFICE BY REGULATION.**

**(2) THE OFFICE SHALL BE HEADED BY A DIRECTOR.”**

On page 3, beginning in line 3 strike “local” down through “**COMMISSION,**” in line 4, and substitute “**THAT DO BUSINESS WITH THE COMMISSION,**”; on the same page, in line 7, strike lines 7 and 8 in their entirety and substitute: “ **(II) THE BUSINESS PARTICIPATION PROGRAM ESTABLISHED UNDER SUBTITLE 3 OF THIS TITLE;**” on the same page, strike

the brackets in line 14; and on the same page, strike “; **AND**” beginning in line 16 down through “**SUBCONTRACTS**” in line 19.

Amendment No. 3

On page 3, strike lines 21 and 22 in their entirety and substitute:

**(A) IN THIS SUBTITLE, THE FOLLOWING WORDS HAVE THE MEANINGS INDICATED.**

**(B) “LOCAL BUSINESS” MEANS A BUSINESS THAT:**

**(1) HAS ITS PRINCIPAL PLACE OF BUSINESS IN MONTGOMERY COUNTY OR PRINCE GEORGE’S COUNTY; OR**

**(2) HAS AT LEAST 25% OF ITS EMPLOYEES DOMICILED IN MONTGOMERY OR PRINCE GEORGE’S COUNTY.**

**(C) “SMALL BUSINESS” MEANS A BUSINESS THAT MEETS THE SIZE STANDARDS ESTABLISHED UNDER §14-203 OF THE STATE FINANCE AND PROCUREMENT ARTICLE.**

**(D) “MARYLAND-BASED BUSINESS” MEANS A BUSINESS THAT HAS ITS PRINCIPAL PLACE OF BUSINESS IN THE STATE.**

**(E) “LOCAL SMALL BUSINESS” MEANS A BUSINESS THAT QUALIFIES AS BOTH A LOCAL BUSINESS AND A SMALL BUSINESS.**

**(F) “DISABLED VETERAN-OWNED SMALL BUSINESS” HAS THE MEANING STATED IN §14-201(C) OF THE STATE FINANCE AND PROCUREMENT ARTICLE.**

**(G) “VETERAN-OWNED SMALL BUSINESS” HAS THE MEANING STATED IN §14-201(G) OF THE STATE FINANCE AND PROCUREMENT ARTICLE.**

**(H) “DISABLED VETERAN-OWNED SMALL AND LOCAL BUSINESS” MEANS A BUSINESS THAT QUALIFIES AS BOTH A DISABLED VETERAN-OWNED SMALL BUSINESS AND A LOCAL SMALL BUSINESS.**

**(I) “VETERAN-OWNED SMALL AND LOCAL BUSINESS” MEANS A BUSINESS THAT QUALIFIES AS BOTH A VETERAN-OWNED SMALL BUSINESS AND A LOCAL SMALL BUSINESS.**

**(J) “BUSINESS PARTICIPATION PROGRAM” MEANS THE PROGRAM ESTABLISHED IN**

**ACCORDANCE WITH §20-302 OF THIS SUBTITLE.”**

Amendment No. 4

On page 3, in lines 24 and 25, strike “local, small, OR OTHER business enterprise program” and substitute: “**BUSINESS PARTICIPATIO PROGRAM IN ACCORDANCE WITH THIS SUBTITLE.”**”

**(B) ELIGIBILITY FOR PARTICIPATION IN THE PROGRAM IS LIMITED TO:**

- (I) A LOCAL BUSINESS;**
- (II) A SMALL BUSINESS;**
- (III) A LOCAL SMALL BUSINESS;**
- (IV) A MARYLAND-BASED BUSINESS;**
- (V) A DISABLED VETERAN-OWNED SMALL AND LOCAL BUSINESS; AND**
- (VI) A VETERAN-OWNED SMALL AND LOCAL BUSINESS.**

On page 3, in line 26, after “established under” insert “**AND NAMED IN ACCORDANCE WITH**”.

On page 4, strike beginning with “[small” in line 2 down through “County,” in line 3 and substitute: “**THE BUSINESSES AUTHORIZED UNDER §20-302 OF THIS SUBTITLE TO PARTICIPATE IN THE PROGRAM**”; and on the same page, strike “[small]” beginning in line 8 down through “**OBJECTIVES**” in line 13 and substitute “**ELIGIBLE BUSINESSES**”.

Amendment No. 5

On page 4, in line 15, after “(a)” insert “**IN ADDITION TO THE ELIGIBILITY CRITERIA SET FORTH IN §20-302 OF THIS SUBTITLE**”; and on page 5, insert “**ANY OTHER**” after the bracket in line 1; and on the same page, strike “**SMALL**” beginning in line 3 down through “**OBJECTIVES**” in line 4 and substitute “**BUSINESSES ELIGIBLE TO PARTICIPATE IN THE PROGRAM**”.

Amendment No. 6

On page 5, in line 7, strike the first “A” and insert “**AN ELIGIBLE**”; and in the same line, strike “as a local OR small business enterprise under” and substitute “**TO PARTICIPATE IN THE PROGRAM**”.

Amendment No. 7

On page 5, after line 14, insert:

**“(E) NOTHING IN THIS SUBTITLE MAY BE CONSTRUED TO REQUIRE EACH SOLICITATION ISSUED BY THE COMMISSION TO INCLUDE EVERY CATEGORY OF BUSINESS THAT IS ELIGIBLE FOR PARTICIPATION IN THE PROGRAM.”**

Amendment No. 8

On page 5, strike lines 15 and 16 in their entirety, and substitute: 20-305.

Amendment No. 9

On page 5, after line 24 insert:

**“SUBTITLE 4. WORKFORCE AND LOCAL ECONOMIC BENEFIT.**

**20-401.**

**THE COMMISSION MAY ADOPT REGULATIONS TO PROMOTE WORKFORCE ENGAGEMENT AND LOCAL ECONOMIC BENEFIT WITHIN THE COMMISSION’S SERVICE DISTRICT IN CONNECTION WITH COMMISSION CONTRACTS, INCLUDING ESTABLISHING DEFINITIONS AND STANDARDS FOR CONTRACTOR GOOD FAITH EFFORTS REGARDING:**

-

**(1) LOCAL HIRING AND RECRUITMENT;**

-

**(2) SKILLS TRAINING, PRE-APPRENTICESHIP, AND APPRENTICESHIP PARTICIPATION OR SUPPORT; AND**

-

**(3) DATA REPORTING ON WORKFORCE RESIDENCY OR LOCAL ECONOMIC ACTIVITY.”**

Amendment 10

On page 5, strike lines 25 and 26 in their entirety and substitute:

**“SECTION 2. AND BE IT FURTHER ENACTED, That it is intent of the General Assembly that this Act: 1) is not intended to amend, expand, limit or affect the minority business enterprise program of the Washington Suburban Sanitary Commission under Title 20, Subtitle 2 of the Public Utilities Article.**

**SECTION 3. AND BE IT FURTHER ENACTED, That this Act shall take effect**

**October 1, 2026.”**

# SENATE BILL 871

M3, S2

5lr2110  
CF HB 1062

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By: **Senator Hester**

Introduced and read first time: January 28, 2025

Assigned to: Education, Energy, and the Environment

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Committee Report: Favorable with amendments

Senate action: Adopted

Read second time: February 25, 2025

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## CHAPTER \_\_\_\_\_

1 AN ACT concerning

2 **Department of the Environment – Community Water and Sewerage Systems –**  
3 **Cybersecurity Planning and Assessments**

4 FOR the purpose of requiring the Department of the Environment to coordinate, in  
5 coordination with the Department of Information Technology and the Maryland  
6 Department of Emergency Management, cybersecurity efforts within community  
7 water systems and community sewerage systems; establishing the responsibilities of  
8 the Department of the Environment, the Department of Information Technology,  
9 and the Maryland Department of Emergency Management with respect to  
10 regulating, assessing, and promoting cybersecurity efforts within the water and  
11 wastewater sector; requiring certain community water system and community  
12 sewerage system providers in the State to take certain cybersecurity measures and  
13 report certain cybersecurity incidents; prohibiting the inspection of public records  
14 related to the security of operational technology and certain critical infrastructure;  
15 and generally relating to cybersecurity planning and assessments for community  
16 water systems and community sewerage systems.

17 BY adding to  
18 Article – Environment  
19 Section 9–2701 through ~~9–2707~~ 9–2708 to be under the new subtitle “Subtitle 27.  
20 Community Water and Sewerage System Cybersecurity”  
21 Annotated Code of Maryland  
22 (2014 Replacement Volume and 2024 Supplement)

23 BY repealing and reenacting, with amendments,

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### EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.

Underlining indicates amendments to bill.

~~Strike out~~ indicates matter stricken from the bill by amendment or deleted from the law by amendment.



Article – General Provisions  
Section 4–338  
Annotated Code of Maryland  
(2019 Replacement Volume and 2024 Supplement)

BY repealing and reenacting, with amendments,  
Article – Public Safety  
Section 14–104.1  
Annotated Code of Maryland  
(2022 Replacement Volume and 2024 Supplement)

SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND,  
That the Laws of Maryland read as follows:

**Article – Environment**

**SUBTITLE 27. COMMUNITY WATER AND SEWERAGE SYSTEM CYBERSECURITY.**  
**9–2701.**

(A) IN THIS SUBTITLE THE FOLLOWING WORDS HAVE THE MEANINGS  
INDICATED.

(B) “COMMUNITY SEWERAGE SYSTEM” HAS THE MEANING STATED IN §  
9–501 OF THIS TITLE.

(C) “COMMUNITY WATER SYSTEM” HAS THE MEANING STATED IN § 9–401 OF  
THIS TITLE.

(D) “CYBERSECURITY” MEANS PROCESSES OR CAPABILITIES WHEREIN  
SYSTEMS, COMMUNICATIONS, AND INFORMATION ARE PROTECTED AND DEFENDED  
AGAINST DAMAGE, UNAUTHORIZED USE OR MODIFICATION, AND EXPLOITATION.

(E) “EMERGENCY MANAGER” HAS THE MEANING STATED IN § 14–101 OF  
THE PUBLIC SAFETY ARTICLE.

(F) (1) “OPERATIONAL TECHNOLOGY” MEANS PROGRAMMABLE SYSTEMS  
OR DEVICES THAT INTERACT WITH THE PHYSICAL ENVIRONMENT BY DETECTING OR  
CAUSING A DIRECT CHANGE THROUGH THE MONITORING OR CONTROL OF DEVICES,  
PROCESSES, AND EVENTS.

(2) “OPERATIONAL TECHNOLOGY” INCLUDES:

(I) INDUSTRIAL CONTROL SYSTEMS;

(II) BUILDING MANAGEMENT SYSTEMS;

(III) FIRE CONTROL SYSTEMS; AND

(IV) PHYSICAL ACCESS CONTROL MECHANISMS.

~~(F)~~ (G) “WATER AND WASTEWATER SECTOR” MEANS ALL PROVIDERS, INCLUDING PRIVATE AND PUBLIC, OF WATER SUPPLY OR SEWERAGE SERVICES.

~~(G)~~ (H) “ZERO-TRUST” MEANS A CYBERSECURITY APPROACH:

(1) FOCUSED ON CYBERSECURITY RESOURCE PROTECTION; AND

(2) BASED ON THE PREMISE THAT TRUST IS NEVER GRANTED IMPLICITLY BUT MUST BE CONTINUALLY EVALUATED.

9-2702.

THE DEPARTMENT SHALL:

(1) IN COORDINATION WITH THE DEPARTMENT OF INFORMATION TECHNOLOGY AND THE MARYLAND DEPARTMENT OF EMERGENCY MANAGEMENT, COORDINATE CYBERSECURITY EFFORTS WITHIN COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS;

(2) INCLUDE CYBERSECURITY AWARENESS COMPONENTS FOR ALL NEW AND RENEWING OPERATOR AND SUPERINTENDENT CERTIFICATIONS UNDER TITLE 12 OF THIS ARTICLE; AND

(3) IN CONSULTATION WITH THE DEPARTMENT OF INFORMATION TECHNOLOGY:

(i) UPDATE REGULATIONS GOVERNING COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS TO:

1. INCLUDE COMPREHENSIVE SECTIONS REGARDING CYBERSECURITY STANDARDS FOR WATER AND WASTEWATER TREATMENT FACILITIES; AND

2. REQUIRE COMMUNITY WATER SYSTEM AND COMMUNITY SEWERAGE SYSTEM PROVIDERS TO REPORT CYBER INCIDENTS CONSISTENT WITH DEPARTMENT OF INFORMATION TECHNOLOGY GUIDANCE ~~TO UTILITIES REGARDING CYBER INCIDENTS~~ IN ACCORDANCE WITH § 9-2707(B) OF THIS SUBTITLE;

(II) PROMULGATE MINIMUM CYBERSECURITY STANDARDS FOR ESTABLISHED COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS THAT MEET OR EXCEED THE FEDERAL CYBERSECURITY AND INFRASTRUCTURE SECURITY AGENCY'S CROSS-SECTOR CYBERSECURITY PERFORMANCE GOALS;

(III) REQUIRE COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS TO PLAN FOR DISRUPTIONS OF SERVICE DUE TO CYBER INCIDENTS, INCLUDING RANSOMWARE ATTACKS AND OTHER EVENTS RESULTING IN ROOT-LEVEL COMPROMISE;

(IV) ESTABLISH A LIST OF APPROVED CYBERSECURITY TRAINING PROGRAMS FOR STAFF RESPONSIBLE FOR MAINTAINING OR OPERATING WATER AND WASTEWATER FACILITIES; AND

(V) IMPLEMENT MEASURES TO PROTECT THE ACTIVE CERTIFIED OPERATORS LIST MAINTAINED ON THE DEPARTMENT'S WEBSITE WHILE ENSURING LEGITIMATE ACCESS FOR NECESSARY PURPOSES.

9-2703.

THE DEPARTMENT OF INFORMATION TECHNOLOGY SHALL:

(1) EMPLOY A PERSON TRAINED IN THE CYBERSECURITY OF OPERATIONAL TECHNOLOGY TO ~~WORK~~:

(I) WORK WITH THE STATE CHIEF INFORMATION SECURITY OFFICER AND THE CYBER PREPAREDNESS UNIT IN THE MARYLAND DEPARTMENT OF EMERGENCY MANAGEMENT TO SUPPORT EFFORTS RELATED TO OPERATIONAL TECHNOLOGY IN WATER SYSTEMS AND OTHER CRITICAL INFRASTRUCTURE; AND

(II) COORDINATE WITH THE MARYLAND DEPARTMENT OF EMERGENCY MANAGEMENT AND LOCAL GOVERNMENT INFORMATION SECURITY OFFICERS TO ASSIST IN PROTECTING COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS;

(2) ALLOW ALL MEMBERS OF THE WATER AND WASTEWATER SECTOR IN THE STATE TO JOIN THE MARYLAND INFORMATION SHARING AND ANALYSIS CENTER TO FURTHER STRENGTHEN CYBERSECURITY EFFORTS AND INFORMATION SHARING WITHIN THE SECTOR; AND

(3) IN CONSULTATION WITH THE DEPARTMENT, DEVELOP AND PROMOTE A GUIDANCE DOCUMENT THAT:

(I) PROVIDES STANDARDS THAT MEET OR EXCEED THE  
FEDERAL CYBERSECURITY AND INFRASTRUCTURE SECURITY AGENCY'S  
CROSS-SECTOR CYBERSECURITY PERFORMANCE GOALS; AND

(II) OUTLINES THE BEST PRACTICES BEYOND MINIMUM  
STANDARDS THAT CAN SERVE AS A POINT OF REFERENCE FOR ENHANCING THE  
CYBERSECURITY POSTURE OF COMMUNITY WATER SYSTEM AND COMMUNITY  
SEWERAGE SYSTEM PROVIDERS; ~~AND~~

~~(4) PROVIDE RESOURCES FOR CYBERSECURITY SPRINT TARGETING  
OF COMMUNITY WATER SYSTEM AND COMMUNITY SEWERAGE SYSTEM PROVIDERS  
TO IDENTIFY WEAKNESSES AND ASSIST WITH SECURITY IMPROVEMENTS.~~

**9-2704.**

ALL COMMUNITY WATER SYSTEM AND COMMUNITY SEWERAGE SYSTEM  
PROVIDERS IN THE STATE SHALL:

(1) APPOINT A PRIMARY POINT OF CONTACT FOR CYBERSECURITY TO  
INTERACT WITH THE ~~MARYLAND DEPARTMENT OF EMERGENCY MANAGEMENT~~  
APPROPRIATE LOCAL EMERGENCY MANAGER AND THE DEPARTMENT OF  
INFORMATION TECHNOLOGY REGARDING CYBERSECURITY-RELATED MATTERS;  
AND

(2) ATTEND ANNUAL TRAININGS TO IMPROVE CYBERSECURITY  
AWARENESS.

**9-2705.**

(A) THIS SECTION APPLIES TO A COMMUNITY WATER SYSTEM OR  
COMMUNITY SEWERAGE SYSTEM IN THE STATE THAT:

~~(1) SERVES~~ SERVES OVER 3,300 CUSTOMERS; ~~OR~~

~~(2) UTILIZES INFORMATION TECHNOLOGY AND OPERATIONAL  
TECHNOLOGY AS PART OF ITS OPERATIONS.~~

(B) EACH COMMUNITY WATER SYSTEM AND COMMUNITY SEWERAGE  
SYSTEM PROVIDER SHALL:

(1) ADOPT AND IMPLEMENT CYBERSECURITY STANDARDS THAT ARE  
EQUAL TO OR EXCEED THE STANDARDS ADOPTED BY THE DEPARTMENT UNDER §  
**9-2702(3)(II)** OF THIS SUBTITLE;

(2) ~~ADOPT~~ COMMIT TO ADOPTING A ZERO-TRUST CYBERSECURITY APPROACH, ~~SIMILAR TO~~ AND BEGIN PLANNING AND IMPLEMENTING THE ZERO-TRUST APPROACH, AS APPROPRIATE FOR EACH SYSTEM, MODELED AFTER THE FEDERAL CYBERSECURITY AND INFRASTRUCTURE SECURITY AGENCY'S ZERO-TRUST MATURITY MODEL, FOR ON-PREMISES SERVICES AND CLOUD-BASED SERVICES; AND

(3) ON OR BEFORE JULY 1, 2026, AND ~~EACH JULY 1~~ EVERY 2 YEARS THEREAFTER, ~~ENGAGE WITH A THIRD PARTY TO CONDUCT AN A MATURITY ASSESSMENT OF THE ITS CYBERSECURITY PROGRAM FOR OPERATIONAL TECHNOLOGY AND INFORMATION TECHNOLOGY DEVICES OF THE COMMUNITY WATER SYSTEM OR COMMUNITY SEWERAGE SYSTEM,~~ BASED ON THE MINIMUM CYBERSECURITY STANDARDS ESTABLISHED UNDER § 9-2702(3)(II) OF THIS SUBTITLE.

9-2706.

~~(A)~~ ON OR BEFORE OCTOBER 1, 2026, AND EVERY 2 YEARS THEREAFTER, THE OFFICE OF SECURITY MANAGEMENT IN THE DEPARTMENT OF INFORMATION TECHNOLOGY SHALL:

(1) COLLECT CERTIFICATIONS OF EACH COMMUNITY WATER SYSTEM AND COMMUNITY SEWERAGE SYSTEM PROVIDER'S COMPLIANCE WITH STANDARDS USED IN THE ASSESSMENTS CONDUCTED UNDER ~~§ 9-2705(B)(4)~~ § 9-2705(B)(3) OF THIS SUBTITLE FOR CYBERSECURITY-RELATED POLICIES AND PROCEDURES; AND

(2) SUBMIT A REPORT TO THE STATE CHIEF INFORMATION SECURITY OFFICER, OR THE OFFICER'S DESIGNEE.

~~(B) THE REPORT REQUIRED UNDER SUBSECTION (A)(2) OF THIS SECTION SHALL INCLUDE:~~

~~(1) A GENERAL OVERVIEW OF CYBERSECURITY TECHNOLOGY AND POLICIES USED BY COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS IN THE STATE, GROUPED BY NUMBER OF CUSTOMERS SERVED; AND~~

~~(2) GENERAL RECOMMENDATIONS FOR IMPROVING CYBERSECURITY TECHNOLOGY AND POLICIES USED BY COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS IN THE STATE, GROUPED BY NUMBER OF CUSTOMERS SERVED.~~

9-2707.

(A) EACH COMMUNITY WATER SYSTEM AND COMMUNITY SEWERAGE SYSTEM SHALL REPORT, IN ACCORDANCE WITH THE PROCESS ESTABLISHED UNDER SUBSECTION (B) OF THIS SECTION, A CYBERSECURITY INCIDENT, INCLUDING AN ATTACK ON AN INFORMATION TECHNOLOGY SYSTEM OR OPERATIONAL TECHNOLOGY SYSTEM BEING USED BY THE COMMUNITY WATER SYSTEM OR COMMUNITY SEWERAGE SYSTEM PROVIDER, TO THE STATE SECURITY OPERATIONS CENTER IN THE DEPARTMENT OF INFORMATION TECHNOLOGY.

(B) (1) THE STATE CHIEF INFORMATION SECURITY OFFICER, IN CONSULTATION WITH THE DEPARTMENT, SHALL ESTABLISH A PROCESS FOR COMMUNITY WATER SYSTEM PROVIDERS, COMMUNITY SEWERAGE SYSTEM PROVIDERS, AND OTHER MEMBERS OF THE WATER AND WASTEWATER SECTOR TO REPORT CYBERSECURITY INCIDENTS.

(2) THE REPORTING PROCESS SHALL SPECIFY:

(I) THE CIRCUMSTANCES UNDER WHICH AN INCIDENT MUST BE REPORTED;

(II) THE MANNER IN WHICH AN ENTITY MUST REPORT AN INCIDENT; AND

(III) THE TIME PERIOD WITHIN WHICH AN ENTITY MUST REPORT AN INCIDENT.

(C) THE STATE SECURITY OPERATIONS CENTER SHALL IMMEDIATELY NOTIFY THE DEPARTMENT AND THE OTHER APPROPRIATE STATE AND LOCAL GOVERNMENT AGENCIES OF A CYBERSECURITY INCIDENT REPORTED UNDER THIS SECTION.

(D) (1) ON OR BEFORE JANUARY 1, 2027, AND EACH YEAR THEREAFTER, THE OFFICE OF SECURITY MANAGEMENT IN THE DEPARTMENT OF INFORMATION TECHNOLOGY SHALL PUBLISH A REPORT THAT DESCRIBES THE NUMBER AND TYPE OF INCIDENTS REPORTED BY COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS IN THE PRECEDING CALENDAR YEAR.

(2) THE REPORT REQUIRED UNDER THIS SUBSECTION MAY NOT IDENTIFY THE IMPACTED COMMUNITY WATER SYSTEMS OR COMMUNITY SEWERAGE SYSTEMS.

9-2708.

ON OR BEFORE JULY 1, 2026, AND EVERY 2 YEARS THEREAFTER, THE DEPARTMENT SHALL REPORT TO THE GENERAL ASSEMBLY, IN ACCORDANCE WITH

§ 2-1257 OF THE STATE GOVERNMENT ARTICLE, ON WATER SYSTEM COMPLIANCE  
AND THE PROGRESS MADE REGARDING THE IMPLEMENTATION OF THE  
REQUIREMENTS SET FORTH IN THIS SUBTITLE.

#### Article – General Provisions

4-338.

~~(A) IN THIS SECTION, “CRITICAL INFRASTRUCTURE” HAS THE MEANING  
STATED IN § 1-101 OF THE PUBLIC UTILITIES ARTICLE.~~

(A) (1) IN THIS SECTION THE FOLLOWING WORDS HAVE THE MEANINGS  
INDICATED.

(2) “COMMUNITY SEWERAGE SYSTEM” HAS THE MEANING STATED IN  
§ 9-501 OF THE ENVIRONMENT ARTICLE.

(3) “COMMUNITY WATER SYSTEM” HAS THE MEANING STATED IN §  
9-401 OF THE ENVIRONMENT ARTICLE.

(4) (I) “CRITICAL INFRASTRUCTURE” HAS THE MEANING STATED  
IN § 1-101 OF THE ENVIRONMENT ARTICLE.

(II) “CRITICAL INFRASTRUCTURE” INCLUDES:

1. A COMMUNITY SEWERAGE SYSTEM; AND

2. A COMMUNITY WATER SYSTEM.

(5) “OPERATIONAL TECHNOLOGY” HAS THE MEANING STATED IN §  
9-2701 OF THE ENVIRONMENT ARTICLE.

(B) A custodian shall deny inspection of the part of a public record that contains  
information about the security of an information system, OPERATIONAL TECHNOLOGY,  
OR CRITICAL INFRASTRUCTURE, INCLUDING ANY RECORDS OF A COMMUNITY  
WATER SYSTEM OR COMMUNITY SEWERAGE SYSTEM.

#### Article – Public Safety

14-104.1.

(a) (1) In this section the following words have the meanings indicated.

(2) “COMMUNITY SEWERAGE SYSTEM” HAS THE MEANING STATED IN  
§ 9-501 OF THE ENVIRONMENT ARTICLE.

(3) “COMMUNITY WATER SYSTEM” HAS THE MEANING STATED IN § 9-401 OF THE ENVIRONMENT ARTICLE.

(4) “CRISIS AND EMERGENCY RISK COMMUNICATION PLAN” MEANS A PLAN FOR COMMUNICATING DURING AN EMERGENCY.

[(2)] (5) “Local government” includes local school systems, local school boards, and local health departments.

[(3)] (6) “Unit” means the Cyber Preparedness Unit.

(b) (1) There is a Cyber Preparedness Unit in the Department.

(2) In coordination with the State Chief Information Security Officer, the Unit shall:

(i) support local governments in developing a vulnerability assessment and cyber assessment, including providing local governments with the resources and information on best practices to complete the assessments;

(ii) develop and regularly update an online database of cybersecurity training resources for local government personnel, including technical training resources, cybersecurity continuity of operations templates, consequence management plans, and trainings on malware and ransomware detection;

(iii) assist local governments in[:

1.] the development of cybersecurity preparedness and response plans[;], INCLUDING:

[2.] 1. implementing best practices and guidance developed by the State Chief Information Security Officer; [and]

[3.] 2. identifying and acquiring resources to complete appropriate cybersecurity vulnerability assessments; AND

**3. PLANNING PROVIDING GUIDANCE TO LOCAL EMERGENCY MANAGEMENT ORGANIZATIONS FOR INCIDENTS AGAINST WATER AND WASTEWATER FACILITIES, INCLUDING ENSURING THAT THERE ARE PLANS FOR ALTERNATIVE WATER SUPPLIES AND MUTUAL AID AGREEMENTS SHOULD WATER SERVICES BECOME UNAVAILABLE;**

(iv) connect local governments to appropriate resources for any other purpose related to cybersecurity preparedness and response;

(v) as necessary and in coordination with the National Guard, local emergency managers, and other State and local entities, conduct regional cybersecurity preparedness exercises; [and]

(vi) establish regional assistance groups to deliver and coordinate support services to local governments, agencies, or regions; AND

~~(VII) ANNUALLY HOST AT LEAST ONE TABLETOP EXERCISE, TAILORED TO THE STATE'S WATER AND WASTEWATER SECTOR, TO CONTINUE REFINING STATE AND LOCAL GOVERNMENT RESPONSES TO CYBER INCIDENTS; AND~~

~~(VIII) DEVELOP A GUIDANCE FOR CRISIS AND EMERGENCY RISK COMMUNICATION PLAN FOR COMMUNITY WATER SYSTEMS AND COMMUNITY SEWERAGE SYSTEMS~~ LOCAL EMERGENCY MANAGEMENT ORGANIZATIONS IN THE STATE.

(3) The Unit shall support the Office of Security Management in the Department of Information Technology during emergency response efforts.

(c) (1) Each local government shall report a cybersecurity incident, including an attack on a State system being used by the local government, to the appropriate local emergency manager and the State Security Operations Center in the Department of Information Technology and to the Maryland Joint Operations Center in the Department in accordance with paragraph (2) of this subsection.

(2) For the reporting of cybersecurity incidents under paragraph (1) of this subsection, the State Chief Information Security Officer shall determine:

(i) the criteria for determining when an incident must be reported;

(ii) the manner in which to report; and

(iii) the time period within which a report must be made.

(3) The State Security Operations Center shall immediately notify appropriate agencies of a cybersecurity incident reported under this subsection through the State Security Operations Center.

(d) (1) Five Position Identification Numbers (PINs) shall be created for the purpose of hiring staff to conduct the duties of the Maryland Department of Emergency Management Cybersecurity Preparedness Unit.

(2) For fiscal year 2024 and each fiscal year thereafter, the Governor shall include in the annual budget bill an appropriation of at least:

(i) \$220,335 for 3 PINs for Administrator III positions; and

(ii) \$137,643 for 2 PINs for Administrator II positions.

**(E) THE DEPARTMENT SHALL:**

~~(1) INCLUDE CYBERSECURITY ATTACK INFORMATION ON THE  
DEPARTMENT'S "KNOW THE THREATS" WEBSITE; AND~~

~~(2) CONSIDER USING MD READY AS AN ALERT SYSTEM IF NECESSARY  
DEPARTMENT'S WEBSITE.~~

SECTION 2. AND BE IT FURTHER ENACTED, That:

(a) It is the intent of the General Assembly that:

(1) the Department of the Environment, in consultation with the Department of Information Technology, conduct a comprehensive education campaign targeted at leaders within the water and wastewater sector, emphasizing the economic value of cybersecurity prevention over remediation;

(2) the Maryland Department of Emergency Management prioritize tabletop exercises focused on water cybersecurity; and

(3) the Department of the Environment work closely with the U.S. Environmental Protection Agency, the U.S. Department of Defense, and other relevant organizations to identify and access resources available for local community water systems and community sewerage systems.

(b) The education campaign under subsection (a) of this section shall include mention of the following information and materials:

(1) the U.S. Environmental Protection Agency's Incident Action Checklist – Cybersecurity for all water and wastewater systems in the State;

(2) the National Institute of Standards and Technology's:

(i) Cybersecurity Framework 2.0;

(ii) Special Publication 800–82r3; and

(iii) security recommendations;

(3) reference models appropriate to the State's water and wastewater sector's operational technology networks to guide security improvements;

(4) best practices, including network segmentation;

(5) the federal Cybersecurity and Infrastructure Security Agency’s “Top Cyber Actions for Securing Water Systems” fact sheet;

(6) the U.S. Department of Energy’s Supply Chain Cybersecurity Principles;

(7) information on third-party risks to water and wastewater facilities and networks; and

(8) free resources available from federal agencies, including the Cybersecurity and Infrastructure Security Agency’s:

(i) Cross-Sector Cybersecurity Goals; and

(ii) Cybersecurity Evaluation Tool.

(c) On or before July 1, 2026, the Department of the Environment shall report to the General Assembly, in accordance with § 2–1257 of the State Government Article, on its efforts under subsection (a) of this section.

SECTION 3. AND BE IT FURTHER ENACTED, That this Act shall take effect October 1, 2025.

Approved:

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Governor.

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President of the Senate.

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Speaker of the House of Delegates.



## State of Maryland Senate Bill 871

Community Water and Sewerage Systems - Cybersecurity Planning and Assessments

Joe Edwards, Chief Information Officer

January 21, 2026

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# Synopsis of SB 871

- Effective Date: October 1, 2025.
- Compliance Deadline: July 1, 2026, for systems assessment.
- The purpose of the bill is to strengthen cybersecurity protections for public water and wastewater systems by encouraging the adoption of a Zero-Trust security model and conducting maturity assessments.
- The bill mandates the Maryland Department of the Environment (MDE) to coordinate cybersecurity efforts with other agencies (IT, Emergency Management) for water/wastewater systems, establishing responsibilities for each agency with respect to regulating, assessing, and promoting cybersecurity efforts within the water and wastewater sector.
- Requires community water and sewerage systems to take certain cybersecurity measures (planning and assessments), report cybersecurity incidents and prohibit the inspection of public records related to the security of operational technology and certain critical infrastructure.

# Zero-Trust Security Model for Water/Wastewater Systems

## Who Must Comply



- Community water & sewer systems serving 3,300+ customers
- Agencies that have IT or Operational Technology (OT)

## Purpose

- Strengthen cybersecurity for critical infrastructure
- Protect against cyber threats
- Improve coordination between state agencies and utilities

## Deadline

- Systems must be assessed by July 1, 2026
- Bi-annual Reviews thereafter

## Key Requirements



### Adopt-Zero Trust Model

- Verify every user & device meets security standards
- Enforce least-privilege access
- Continuous monitoring



### Governance & Training

- Appoint a contact for cybersecurity communications
- Annual cyber awareness training



### Compliance & Reporting

- Meet or exceed Federal standards
- Annual cybersecurity assessments
- Establish a process to report cyber incidents to the State Security Operations Center or relevant agencies
- Prohibit the inspection of public records related to the security of Operational Technology and critical infrastructure



# Questions?

## Legal Review of Regulation

As requested, the following Regulation has been reviewed as required by Chapter 1.42 of the WSSC Manual of Standard Procedures:

### **Title 2 ADMINISTRATION**

#### **Subtitle II. Legal**

#### **Chapter 2.40**

### **REQUESTS FOR WSSC RECORDS UNDER THE MARYLAND PUBLIC INFORMATION ACT**

#### **1. Legal Sufficiency Review:**

This Regulation has been reviewed and determined to be legally sufficient.

#### **2. Approval Authority**

The Commission has authority to adopt this Regulation.

Signed by:  
  
410DD20804E04C3

January 12, 2026

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Date