

Metropolitan Washington Airports Authority (MWA)
Responses to Questions from the Council of the District of Columbia
February 22, 2022



Phil Mendelson
Chairman

COUNCIL OF THE DISTRICT OF COLUMBIA
1350 PENNSYLVANIA AVENUE, N.W.
WASHINGTON, D.C. 20004

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February 8, 2022

John Potter, President and CEO
Metropolitan Washington Airports Authority
1 Aviation Circle
Washington, DC 20001

Dear Mr. Potter:

The Committee of the Whole has scheduled a performance oversight hearing on the Airports Authority for **Tuesday, February 22, 2022 at Noon**. In an effort to maximize the time your agency has to prepare for this hearing, the Committee is providing the following preliminary questions. Additional questions may be sent at a later date. The Committee will make every effort to provide as much time as possible for you to respond to any additional rounds of questions.

Please submit both a hard copy and an electronic copy of your responses to the questions below no later than close of business **Friday, February 18, 2022**. Please avoid the use of attachments unless specifically requested. If you need to discuss any of the questions, please contact Evan Cash, Committee and Legislative Director at 724-7002.

1. Please provide, as an attachment to your answers, a current organizational chart for your agency with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel. Also include the effective date on the chart.
2. Please provide in table format a list of the Board of Directors as of January 31, 2022. Include vacant seats. List the incumbent, the appointment authority (e.g. Mayor of the District of Columbia) and the date the term expired (or will expire).
3. (a) Please provide a breakdown of the number of MWAA employees by jurisdiction of residence.

(b) How many employees were hired in FY 2021 and FY 2022 as of January 31?

(c) How many of these new hires were residents of the District of Columbia when hired?
4. Please list all currently open capital projects for MWAA as of the date of your response, including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.

5. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2021 or 2022 (as of January 31).

(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.
6. What is the total value of all contracts procured in FY 2021 by MWAA for goods and services? Of this, what percentage was with District businesses?
7. (a) Please list each contract over \$1,000,000 million for goods or services procured in FY 2021 by MWAA from District businesses including the name of the vendor and contract value.

(b) How has this volume increased or decreased since MWAA's fiscal year 2019? Explain reasons for the change.


(c) What is MWAA doing to increase the volume (both dollar value and number of vendors) with District businesses?
8. Is any progress being made to reduce noise impacts on residents from aircraft landing or departing Reagan National Airport? Explain in detail.
9. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities.
10. Airport service workers at DCA and IAD are pushing MWAA to mandate that contract employees have health insurance and paid sick days.

(a) Why is this an issue?

(b) What is MWAA doing or going to do about this?

Again: in providing the above information, do not use attachments unless specifically requested. Thank you for your attention to this matter.

Sincerely,



Phil Mendelson, Chairman

PM/ec

1. Please provide, as an attachment to your answers, a current organizational chart for MWAAs with the number of vacant and filled FTEs marked in each box. Include the names of all senior personnel, if applicable. Also include the effective date on the chart.

See attachment A

2. Please provide in table format a list of the Board of Directors as of January 31, 2022. Include vacant seats. List the incumbent, the appointment authority (e.g. Mayor of the District of Columbia) and the date the term expired (or will expire).

The Metropolitan Washington Airports Authority (referred to hereinafter as “Airports Authority” or “MWAAs”) Board of Directors consists of 17 Members. The Board establishes policy and provides direction to management, and its authority is plenary. Members of the Board are appointed by the Governors of Virginia and Maryland, the Mayor of the District of Columbia, and the President of the United States as follows:

- The Governor of Virginia appoints seven Members, subject to confirmation by the Virginia General Assembly;
- The Governor of Maryland appoints three Members;
- The Mayor of the District of Columbia appoints four Members, subject to confirmation by the D.C. City Council; and
- The President appoints three Members with the advice and consent of the U.S. Senate.

Members’ terms are for six years, and members can be reappointed once. Members remain in position through the end of the term for which they were appointed and cannot hold over until their successors are appointed. The Board elects a Chairperson, Vice Chairperson and Secretary, annually.

<u>Jurisdiction</u>	<u>First Appointment Date</u>	<u>Expiration of Term</u>
Virginia		
Albert Dwoskin	October 12, 2018	October 11, 2024
Katherine K. Hanley	November 24, 2014	November 23, 2026
John Braun	November 24, 2018	November 23, 2024
William E. Sudow	May 13, 2016	October 11, 2024
J. Walter Tejada	May 13, 2016	November 23, 2024
David Speck	December 13, 2016	November 23, 2026
Robert Lazaro	December 13, 2016	November 23, 2022
District of Columbia		
Judith N. Batty	December 5, 2018	October 4, 2024
Thorn Pozen	July 14, 2015	January 5, 2027
Joslyn N. Williams	January 11, 2013	January 5, 2025
Warner Session	March 15, 2011	January 5, 2023

Maryland

Timothy Poole	October 20, 2021	November 30, 2026
Mamie Mallory	October 20, 2021	October 10, 2024
Mark E. Uncapher	December 1, 2016	November 30, 2022

Federal

Vacant
Vacant
Vacant

3. (a) Please provide a breakdown of the number of MWAA employees by jurisdiction of residence.

Delaware	3
District of Columbia	58
Florida	6
Illinois	1
Maryland	459
New Jersey	1
North Carolina	3
Pennsylvania	6
South Carolina	1
Virginia	1002
West Virginia	76
Grand Total	1616

(b) How many employees were hired in FY2021, to date (as of January 31)?

139

(c) How many of these new hires were residents of the District of Columbia when hired?

5

- 4. Please list all currently open capital projects for MWAAs as of the date of your response, including those projects that are managed or overseen by another agency or entity. Include a brief description of each, the total estimated cost, expenditures to date, the start and completion dates, and the current status of the project. Also, indicate which projects are experiencing delays and which require additional funding.**

The Airports Authority has two enterprise funds, Aviation Enterprise and Dulles Corridor Enterprise. Aviation Enterprise activities are funded from airline rates and charges, airport concessions, bond proceeds, passenger facility charges and grants (Federal and Commonwealth of Virginia). Dulles Corridor Enterprise activities are currently funded with Dulles Toll Road revenues, bond proceeds, Federal Transit Administration grants, and contributions from the Aviation Enterprise, Fairfax County, Loudoun County, and the Commonwealth of Virginia.

The Airports Authority has six budget programs, four that include ongoing capital projects. The largest of these projects is the Metrorail Silver Line Phases 1 and 2. The remaining projects include repair work, planning, design, and construction for airport and Dulles Corridor projects other than rail facilities. The Airports Authority is also working on Project Journey, a multi-year effort at Reagan National Airport to improve the passenger experience by adding two new security checkpoints and a new commuter concourse. All projects are specific to the Airports Authority's operations and receive no District of Columbia funding. All active capital projects are included in the Airports Authority 2022 Budget Document.

[Link to MWAAs 2022 budget](#)

- 5. (a) Please list and describe any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed at any time in fiscal years 2021 or 2022 (as of January 31).**

By virtue of the Airports Authority's lease with the federal government, its receipt of federal grants and its status as a sponsor and operator of domestic airports, the Authority is subject to periodic reviews by the U.S Department of Transportation, including the Federal Aviation Administration and the Federal Transit Administration, and the Government Accountability Office. Reviews by these agencies can cover a range of activities and transactions of the Authority and typically focus on the Authority's adherence to generally accepted accounting principles and its compliance with federal requirements that are applicable to the Authority (e.g., requirements in grant agreements with the FAA and FTA, and requirements federal statutes and U.S DOT regulations pertaining to airports). In 2020, several external audits conducted were completed as follows; Schedule of Expenditures of Federal Awards, Passenger Facility Charge Program, Airport Use and Premises Lease Agreement, Pension Audits, and a financial audit of the Comprehensive Annual Financial Report (CAFR), all for the calendar year

ended 2019. All audits had clean audit opinions, with no material weaknesses and no matters of non-compliance. In 2021, the same external audits conducted were completed, all for the calendar year ended 2020. All audits had clean audit opinions, with no material weaknesses and no matters of non-compliance.

(b) Please list and describe any ongoing investigations, audits, or reports of your agency or any employee of your agency.

Currently, external auditors are engaged to perform the same audits as described in the response to Question 5 (a), but related to the calendar year 2021.

6. What is the total value of all contracts procured in FY 2021 by MWAA for goods and services? Of this, what percentage was with District businesses?

In 2021, the Airports Authority competitively procured \$52 million for goods and services contracts. DC firms received contracts valued at \$4 million, or 7 percent of the total value of goods and services contracts awarded in FY 2021.

7. (a) Please list each contract over \$1,000,000 million for goods or services procured in FY 2021 by MWAA from District businesses including the name of the vendor and contract value.

In 2021, the Airports Authority had a total of 11 active contracts valued at \$1 million or more awarded to DC firms. Those contracts have a combined total value of \$69.7 million. As shown in the following chart, 1 contract was awarded in 2021:

Contracts with DC Firms (\$1,000,000 or More)					
Supplier	Description	Award Date	Current Completion Date	Contract Value	Payments Received in 2021
USI INSURANCE SERVICES NATIONAL INC	Insurance Broker Services	8/24/2018	7/31/2022	\$27,680,836.60	\$5,972,566.01
MCKISSACK & MCKISSACK OF WASHINGTON INC	Project Controls Support & Management Task Contract	2/25/2016	2/24/2022	\$13,481,231.65	\$1,055,031.41
NETWORKING FOR FUTURE INC	Cisco Network Equipment	1/18/2019	1/17/2022	\$6,830,000.00	\$0.00
PROTEC CONSTRUCTION INC	Minor General Construction Task Order Services @ IAD & DTR	2/1/2018	1/31/2022	\$5,488,000.00	\$704,985.92
FORT MYER CONSTRUCTION CORP	On-Call Snow, Ice/Sleet Removal Services at DTR	10/25/2016	10/31/2021	\$3,971,692.50	\$778,009.50
USI INSURANCE SERVICES NATIONAL INC	Insurance Broker Services	7/31/2018	7/31/2022	\$3,148,832.40	\$823,561.09
JONES LANG LASALLE AMERICAS INC	Exclusive Leasing Agreement	5/20/2016	2/4/2022	\$2,500,000.00	\$16,146.43
PROTEC CONSTRUCTION INC	Replace Condenser Pumps at the Utility Building, IAD	10/18/2019	12/31/2021	\$2,078,479.00	\$1,758,569.71
J ROBERTS INC	Minor General Construction Task Order Services @ IAD & DTR	2/1/2018	1/31/2022	\$1,800,000.00	\$0.00
FORT MYER CONSTRUCTION CORP	Snow Ice/Sleet Removal Services for the Dulles Toll Road	11/1/2021	10/31/2023	\$1,782,268.00	\$0.00
INTERVISTAS CONSULTING INC	Airline Business Development Consulting Services	8/17/2018	8/16/2022	\$1,000,000.00	\$0.00
TOTAL - OVER \$1M				\$69,761,340.15	\$11,108,870.07
TOTAL - UNDER \$1M				\$7,328,191.25	\$1,931,296.90
GRAND TOTAL				\$77,089,531.40	\$13,040,166.97

(b) How has this volume increased or decreased since MWAA's fiscal year 2019? Explain reasons for the change.

The reported contract volume and associated payment activity for 2021 is comparable to recent years.

The Airports Authority made \$13 million in prime contract payments to DC firms. DC subcontractors also received \$11.5 million in 2021 payments.

Additionally, in 2021, the Airports Authority had 39 active contracts valued under \$1 million to DC firms with a total value of \$7.3 million. 19 of these contracts (49 percent) were awarded in 2021 and the remaining 20 (51 percent) were awarded in prior years. A total of \$1.9 million was paid against these contacts in 2021.

(c) What is MWAA doing to increase the volume (both dollar value and number of vendors) with District businesses?

As part of the Airports Authority's ongoing efforts to maximize opportunities to DC-based firms, the Airports Authority continues to:

- Ensure DC businesses and Business Organizations Groups (Listed in Appendix A) are informed of MWAA's procurement opportunities through the posting of solicitations on the Airports Authority's website (<https://www.mwaa.com>) in addition to specific dissemination of MWAA solicitation notices and planned procurement reports;
- Enhance partnerships with DC Business Organizations through targeted strategic; outreach, speaking engagements and business opportunity seminars;
- Engage with the DC Office of Contracting and Procurement (DC OCP) to further increase the pool of DC businesses in MWAA's procurement opportunities. Activities in 2021 included MWAA participating in DC OCP hosted workshops;
- Educate DC businesses about MWAA's supplier diversity management system that is used to conduct targeted outreach, submit small business certification applications, track compliance, and report results;
- Promote the Joint Certification Program Addendum between MWAA and DC Department of Small and Local Business Development (DSLBD), allowing DC Certified Business Enterprises (CBE) a streamlined process to certify as LDBEs and access to future opportunities. Since the launch of this initiative in 2015, the number of active DC-based LDBE firms increased from 261 in October 2015 to 360 in December 2021 (up by 99 since inception); and
- Host information sessions about How to Do Business with MWAA as well as certification workshops to increase the pool of DC-certified businesses.

Despite the ongoing COVID-19 pandemic, the Airports Authority actively engaged in various strategic events throughout the DC metropolitan area to increase strategic outreach and promote the Airports Authority's Small Business Programs. These events included:

- January 19, 2021 – Network Panel “How to do Business with MWAA” with Women President's Educational Organization (WPEO) Women Business Enterprises
- February 10, 2021 - HUBZone / WOSB
- April 15, 2021 - Maryland PTAC How to do Business with MWAA
- April 20, 2021 - ASAMW Owners Panel
- April 22, 2021 - DC Department of Small & Local Business Development (DSLBD) Matchmaking Event

- April 22, 2021 - Government of the District of Columbia Office of Contracting and Procurement (OCP) General Vendor Workshop
- April 23, 2021 - US Pan Asian American Chamber of Commerce Education Foundation Virtual CPO Roundtable Event
- April 27, 2021 - MWAAs Airports Car Rental Supplier Diversity Outreach Day
- May 4, 2021 - WPEO/WBEC Annual Awards to Celebrate Our Partners
- May 5, 2021 - Greater Washington Hispanic Chamber of Commerce (GWHCC) “How to do Business with MWAA”
- May 13, 2021 - MWMCA’s 18th Annual Spring Breakfast Salute to COVID-19 Heroes/Business Matchmaking Meetings
- May 27, 2021 - MWAA/Commonwealth of VA Joint Outreach
- June 8, 2021 - USPAACC Virtual CelebrASIAN Conference Part 1
- June 10, 2021 - Virginia Asian Chamber of Commerce ProcureConnect Mid Atlantic Forum
- June 14, 2021 - 36th Annual AMAC Airport Business Diversity Conference 2021
- June 21, 2021 - NaVOBA: Corporate Engagement Webinar – “Doing Business with MWAA”
- June 23, 2021 - CFNova Build Back - Dream Forward: Strengthening Minority-Owned Businesses in Northern Virginia
- June 25, 2021 - Government of the District of Columbia Office of Contracting and Procurement (OCP) General Vendor Workshop
- July 22, 2021 - WPEO/WBEC Lunch with the Experts
- July 22, 2021 - Government of the District of Columbia Office of Contracting and Procurement (OCP) General Vendor Workshop
- October 19, 2021 - WBEC Greater DMV Business Matchmaker
- November 16, 2021 - Government of the District of Columbia Office of Contracting and Procurement (OCP) General Vendor Workshop

Metropolitan Washington Airports Authority Small Business University:

In 2018, the Airports Authority launched the Small Business University, including 1863 Ventures, a DC-based non-profit supplier development organization formerly known as Project 500, the Virginia Procurement Technical Assistance Center (PTAC), Georgetown University and George Mason University. The goal of this program is to assist small business enterprises in various stages of growth to get to the next level of success.

To date, 38 DC-based businesses have graduated from Airports Authority's non-credit Executive Certificate Program; 6 of which have successfully competed for and been awarded 10 contracts with MWAA worth \$2.6 million.

**DC-based Small and Minority Business Groups/Agencies
DSD Contacts for Outreach**

ORGANIZATION NAME	CITY	STATE	ZIP
1863 Ventures	Washington	DC	20009
African American Real Estate Professional of DC	Washington	DC	20005
Airport Minority Advisory Council (AMAC)	Washington	DC	20003
Conference of Minority Transportation Officials (COMTO)	Washington	DC	20006
DC Chamber of Commerce	Washington	DC	20004
DC Department of Employee Services (DOES)	Washington	DC	20019
DC Department of Small & Local Business Development (DSLBD)	Washington	DC	20001
DC Department of Transportation (DDOT)	Washington	DC	20020
DC Water	Washington	DC	20032
District of Columbia Building Industry Association (DCBIA)	Washington	DC	20001
Government of the District of Columbia Office of Contracting and Procurement (OCP)	Washington	DC	20001
Greater Washington Board of Trade	Washington	DC	20006
Greater Washington Hispanic Chamber of Commerce (GWHCC)	Washington	DC	20006
Minority Business Development Agency Business Center	Washington	DC	22306
National Association of Black Women In Construction	Washington	DC	20006
National Association of Minority Contractors (NAMC)	Washington	DC	20020
National Forum for Black Public Administrators (NFBPA)	Washington	DC	20002
Small Business Administration (SBA)	Washington	DC	20416
Telemundo	Washington	DC	20016
US DOT Small Business Transportation Resource Center (SBTRC)	Washington	DC	20590
US Pan Asian American Chamber of Commerce Education Foundation	Washington	DC	20036

Washington Metropolitan Area Transit Authority (WMATA)	Washington	DC	20001
Women Presidents' Educational Organization (WPEO-DC)	Washington	DC	20036

8. Is any progress being made to reduce noise impacts on residents from aircraft landing or departing Reagan National Airport? Explain in detail.

Progress is being made on the very difficult and complex issue of aircraft noise. It is important to note that the Metropolitan Washington Airports Authority and Reagan National Airport have no jurisdiction over any aspect of airplanes in flight, including their noise output. The Federal Aviation Administration and its Air Traffic Control function have jurisdiction over flight paths, flight procedures, altitudes and all other activities of planes in the air. Individual airlines control their flight schedules and the types of aircraft they fly.

Despite having no jurisdiction over these factors, the Airports Authority organized and facilitates the Reagan National Community Noise Working Group to identify potential ways to mitigate the impacts of aircraft noise. This group, formed at the request of the FAA, brings representatives from communities near flight paths in the District of Columbia, Maryland and Virginia together with representatives of the airlines and the FAA. During its six years of existence, the Working Group – through its public meetings and individual community outreach by its members – has helped residents in a number of communities better understand the technical and administrative matters related to aircraft noise and has worked with the FAA and airlines to explore potential adjustments to flight paths and other procedures.

In addition to facilitating the Working Group, the Airports Authority has worked with airlines to modify a flight procedure that has lessened noise impacts on D.C. residents near the Georgetown Reservoir and also has encouraged airlines to significantly reduce the number of MD-80 class aircraft serving Reagan National. These aircraft are considered to be among the noisiest commercial planes flying today, and airlines are voluntarily taking them out of the D.C. market. In addition, the Airports Authority actively enforces an FAA-sponsored “Nighttime Noise Rule” at Reagan National, which penalizes certain older and heavier aircraft when taking off or landing between 10 p.m. and 7 a.m. (however, most aircraft flying today are not subject to this rule). The Airports Authority, in its role as Working Group facilitator, also pursues consensus among various community representatives on noise-mitigation proposals, because the FAA requires general agreement among communities across the region on restructuring flight paths and other procedures.

9. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities.

The Airports Authority, which is not an agency of the D.C. government and receives no operational funding from the D.C. government, operates on a calendar fiscal year. Therefore, fiscal year 2021 has ended and fiscal year 2022 is underway. The Airports Authority’s top five priorities for 2022 are:

1. Protect the health and safety of the traveling public and all who work at MWAA facilities as recovery from the COVID pandemic continues.
2. Continue attracting new air service to Dulles International while expanding current service and restoring service lost or suspended during the pandemic.
3. Manage costs to realize operational efficiencies, grow revenue, enhance the passenger experience and continuously improve customer satisfaction to keep airports competitive.
4. Complete major construction projects, including final phases of Project Journey at Reagan National and the Silver Line Metrorail project; convert Dulles Toll Road to all-cashless transactions.
5. Continue to expand and enhance diversity, inclusion, sustainability and social responsibility goals and initiatives across the Airports Authority.

Each of these priorities is the focus of their respective functional areas within the Airports Authority, with employee and departmental goals specifically linked to progress toward achieving their assigned aspects of each goal or objective. MWAA holds individuals in all its business units accountable for successfully attaining the organization's goals and priorities.

10. Airport service workers at DCA and IAD are pushing MWAA to mandate that contract employees have health insurance and paid sick days.

(a) Why is this an issue?

The vast majority of the more than 38,000 individuals who work on Reagan National and Dulles International airports are not Airports Authority employees. The majority are employees of airlines, concessionaires, and airline contractors that provide services such as baggage handling, aircraft cleaning, and aircraft fueling.

The Airports Authority has been approached by unions representing airport workers not directly employed or contracted by MWAA about their desire for companies operating on the airports to include additional employee benefits, such as paid sick leave and health insurance coverage, and that they had been unable to reach agreements with management of some companies to do so.

(b) What is MWAA doing or going to do about this?

The Airports Authority is in the process of assessing the union's concerns and is considering what additional information or follow up actions may be needed as it relates to activities at the airports. Staff is also working to understand the full scope of the issue, including the extent to which the relevant federal laws impact its authority to intervene in management and worker negotiations on this matter. The Airports Authority's direct ability to set or dictate the health benefits or sick leave provided by these employers to their employees is controlled and limited by federal law, specifically the Employee Retirement Income Security Act of 1974 (ERISA).

ATTACHMENT A:

Metropolitan Washington Airports Authority Senior Executives

President and Chief Executive Officer	John E. Potter
Executive Vice President and Chief Revenue Officer	Chryssa Westerlund

Vice Presidents

Finance	Andrew T. Rountree
Board of Directors	Monica Hargrove
Communications and Government Affairs	David Mould
Chief Engineer and Development Officer	Roger Natsuhara
Engineering	Thomas Beatty
Diversity, Inclusion and Social Impact	Tanisha Lewis
Rail Project	Drew Hascall (acting)
Operations Support	Chris Paolino (acting)
Airline Business Development	Carl Schultz (acting)
Legal	Johnna Spera
Audit	Marilou Parayaoan (acting)
DCA Airport Manager	Paul Malandrino
IAD Airport Manager	Richard Golinowski
Public Safety	Bryan Norwood
Human Resources	Tony Vegliante
Information Technology	Goutam Kundu
Marketing	Deven Judd (acting)
Supply Chain Management	Julia Hodge

Total full-time MWAA positions – 1,616

Vacant MWAA positions – 262

As of January 2022

2022 BUDGET
Metropolitan Washington Airports Authority

Organization Chart

