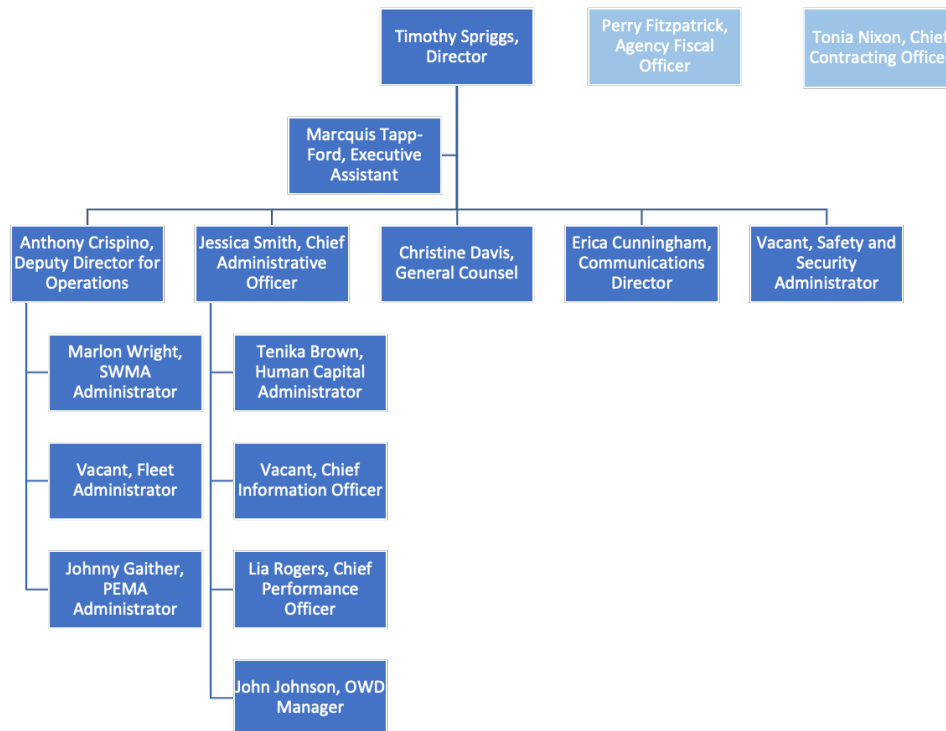


**FY 2023-FY2024 Performance Oversight Questions**  
*Department of Public Works*

**A. ORGANIZATION AND OPERATIONS**

- 1) Please provide a complete, up-to-date **organizational chart** for the agency and each division within the agency, including the names and titles of all senior personnel. Please include an explanation of the roles and responsibilities for each division and subdivision within the agency.

Response: See below.



- **Office of the Director (OD)** -- provides vision, leadership, direction, and guidance as well as administrative support and the required tools to achieve operational and programmatic results. The Office of the Director includes the following divisions:
  - Office of the Director – provides vision, leadership, direction, and guidance as well as administrative support to DPW.
  - Human Capital Administration – provides human resource management services that strengthen individual and organizational performance and enables the agency to attract, develop and retain a well-qualified, diverse workforce.

- Office of Communications – provides strategic communications direction in support of the agency to advance its mission. The communications team also plays a vital role in engaging with key stakeholders, residents and visitors using various communications channels, including social media, the DPW website, e-mail correspondence and community outreach. Primary communications with these audiences include service updates, seasonal cleaning initiatives, programs and other pertinent agency information.

- Safety and Security Administration – responsible for the management of the safety, risk management, emergency preparedness, snow coordination and removal, facility maintenance, public space planning, and acquisition and disposal of property.

- Office of Information Technology Services -- provides and maintains the information technology for all of the department's offices.

- Agency Financial Operations – provides quality leadership and promotes capable and efficient financial management, within the operational requirements of the Chief Financial Officer of the District of Columbia, measured by superior customer service, transparency, and continuous improvement.

- Office of the General Counsel – provides legal support and guidance on a wide variety of legal, civil, administrative, personnel matters, and labor relations.

- Office of Waste Diversion – a policy and planning office that provides advisory services to support integrating sustainability into programs.

- **Solid Waste Management Administration (SWMA)** – performs several daily operations, including trash and recycling collection, sanitation education and enforcement, graffiti removal, public litter can service, fall leaf collection, and street and alley cleaning. SWMA includes the following divisions:

- SWEEP (Solid Waste Education and Enforcement Program) – inspects properties for sanitation violations; enforces sanitation regulations, including commercial recycling; educates residents and businesses about sanitation regulations; collects household hazardous waste and electronic materials, and; shreds residents' personal documents;

- Solid Waste Collections – provides solid waste (trash, recycling, and bulk) collection services to residents of single- family homes so that they can have their trash, recyclables, and bulk items removed conveniently and regularly;

- Public Space Cleaning – provides comprehensive street and alley cleaning services to residents, visitors, and businesses so that they can live, work, and play in clean neighborhoods. Specific services include mechanical street sweeping, litter can collections, rights-of- way mowing, nuisance and graffiti abatement, seasonal leaf collection, and snow and ice removal, and;

- Solid Waste Disposal – provides municipal waste disposal services to DPW, other District agencies, private haulers, and residents so that they can unload collected waste safely, conveniently, and legally.

- **Parking Enforcement Management Administration (PEMA)** – provides on-street parking enforcement services, including ticketing, towing, booting, and removal of abandoned and dangerous vehicles. PEMA includes the following divisions:

- Parking Enforcement – provides enforcement of the District’s parking regulations to promote vehicular safety and provide smooth traffic flow and increased access to short-term parking at meters and long-term parking on residential streets;

- Vehicle Immobilization and Towing – provides reduced parking congestion in the District by facilitating the timely relocation and/or impoundment of illegally parked vehicles from public space;

- Abandoned and Junk Vehicles – provides the oversight of safe streets through the efficient removal of abandoned and dangerous vehicles from public space and nuisance properties within the District;

- Customer Service – responds to requests from constituents 24 hours a day, seven days a week.

- **Fleet Management Administration (FMA)** – supports all city services by procuring and maintaining more than 3,000 vehicles, excluding those used by the Metropolitan Police Department, the Fire and Emergency Medical Services Department, the Department of Corrections, and DC Public Schools. This division fuels all 6,000 District government vehicles, including school buses, fire and trash trucks, and street sweepers. FMA contains the following divisions:

- Scheduled Fleet Maintenance – performs preventive maintenance actions, including changing oil and filters and checking tires, engines, batteries, and transmissions; and prepares vehicles for seasonal and year-round duties (alley cleaning, snow removal, leaf collection, pothole repair, etc.);

- Unscheduled Vehicle and Equipment Repairs – tows inoperable vehicles, diagnoses why vehicles are not operating properly, and makes the necessary repairs or transfers vehicles to vendors for return to service;

- Vehicle and Equipment Acquisitions – consults with District government agencies about vehicle needs, ensures these agencies have sufficient budget authority to meet their needs, procures vehicles, and reduces unnecessary vehicles from the fleet, and;

- Fleet Consumables – provides most District agencies with operational fueling stations; procures fuel, oil, and other lubricants, and; installs fuel rings.

- Please include a list of the employees (name and title) for each subdivision and the number of vacant, frozen, and filled positions. For vacant positions, please indicate how long the position has been vacant.

Response: The table below provides a summary of vacant positions within the agency by subdivision. Please refer to the attachment in Question #3 for a complete listing.

Summary – Vacant Positions as of December 2023	
Subdivision	Number of Vacancies
AMP	15
PEMA	50
SWMA	11
FMA	13
OCFO	0

- Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

Response: There have been no major structural reorganizations within the past year.

- 2) Please list each **new program** implemented by the agency during FY 2023 and FY 2024, to date. For each initiative please provide:
- A description of the initiative, including when begun and when completed (or expected to be completed);
  - The funding required to implement the initiative;
  - Any documented results of the initiative.

Response: Unified Communication Center: In November 2023, DPW implemented a Unified Communication Center (UCC) that is focused on providing efficient and timely responses to all requests. We have adopted a framework that involves entering a 311 service request for all incoming requests, and deploying an investigatory crew in real-time for service requests that are reported as late according to the Service Level Agreement (SLA). To ensure the success of this framework, DPW first brought customer service representatives from multiple locations to two centralized locations. We also directed all calls to one centralized phone line and provided training to all representatives on customer service fundamentals, call de-escalation, and agency-wide operations for proper triage and dissemination of requests. DPW successfully launched our UCC on October 30th, 2023 and, since then, our hold

times have significantly decreased and a large number of calls in under just a few minutes. This has allowed DPW to provide efficient and timely responses to all requests, ensuring that our customers receive the best possible service. Below is our data for the months of November 2023 through January 9, 2024.

	November	December	January (1st-9th)	Nov & Dec Average
Calls Answered	2,022	2,190	809	2,106
Hold Times (in minutes)	0:02:24	0:12:31	0:01:01	0:07:28

Curbside Composting Pilot: The Curbside Composting Pilot Program launched in August 2023 to provide food waste collection services to approximately 9,000 households. The Curbside Composting Pilot Program allows the District to divert food waste from landfill and incineration, provide accessible composting services to residents, mitigate rodent activity, and determine the feasibility of expanding curbside food waste collection to all DPW-serviced households.

Rapid Response: Rapid Response is DPW’s work in support of District 911 efforts to divert and route 911 calls about non-emergency parking complaints to DPW and improve our service delivery. In FY23, we addressed 644 safety-sensitive rapid response service requests. The rapid response service request covers what has been designated as a safety violation and requires a two-hour response time. These are the Rapid Response violations that we respond to promptly and close within two hours:

1. Parked in an alley
2. Less than 5 feet of alley or driveway entrance
3. Reserved Handicap
4. Fire Hydrant less than 10 feet
5. Parked on Public Space
6. Parked on or Obstructing Sidewalk
7. No Parking Anytime
8. Private Property
9. No Stop/Stand Bike Lane
10. No Stop/ Stand anytime

- 3) Please provide a complete, up-to-date **position listing** for your agency, ordered by program and activity, and including the following information for each position:
  - Title of position;

- Name of employee or statement that the position is vacant, unfunded, or proposed;
- Date employee began in position;
- Salary and fringe benefits (separately), including the specific grade, series, and step of position;
- Job status (continuing/term/temporary/contract);
- Whether the position must be filled to comply with federal or local law.

*Please note the date that the information was collected*

Response: See Attachment for Question #3.

- 4) Does the agency conduct annual **performance evaluations** of all of its employees, and was this done in FY 2023? Have any changes been made to the way DPW conducts performance evaluations in the past year?

Response: DPW requires all supervisors to complete performance evaluations for their direct reports. This past year, the agency conducted trainings for supervisors to ensure they know how to facilitate performance evaluations, the timeline for doing so, and the rating criteria (to create equity across the agency). Prior to the deadline, The Human Capital Administration ran reports and followed up with supervisors who had not yet completed their evaluations for staff.

- 5) Please list all **employees detailed** to or from your agency, if any. Please provide the reason for the detail, the detailed employee’s date of detail, and the detailed employee’s projected date of return.

Response: DPW currently has Jacqueline Wilson, Staff Assistant, CS-0301-11/07, detailed to the D.C. Department of Human Resources, Records Department, with a scheduled return date of May 30, 2024.

- 6) Please provide the position name, organization unit to which it is assigned, and hourly rate of any **contract workers** in your agency, and the company from which they are contracted.

Response: See below.

Company	Organization Unit	Position Name	Bill Rate
Walton & Green Consultants, L.L.P	DPW, Safety & Security Administration	Management Analyst III	\$67.00
Walton & Green Consultants, L.L.P	DPW, Safety & Security Administration	Safety & Occupational Health Professional	\$99.00

ASI Government, Inc.	Department of Public Works, Office of Director	Contract Specialist 2	\$165.94
ASI Government, Inc.	Department of Public Works, Office of Director	Technical Writer	\$173.50
McKissick & McKissick	Department of Public Works, Office of Director	Construction Project Manager	\$166.00

7) Please provide the Committee with:

- Please provide the total cost for mobile communications and devices at the agency for FY 2023 and FY 2024, to date, including equipment and service plans.

Response: See Attachment for Question #7(a).

- A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned.

Response: See below and Attachment for Question #7(b). DPW has a total of 1,091 leased and owned vehicles to date. The overall breakdown is as follows.

Office of Director	17
Human Capital	7
DPW, IT Services	2
DPW, OCFO	1
FMA	146
PEMA	258
SWMA	660
<b>TOTAL</b>	<b>1,091</b>

A list of employee bonuses or special award pay granted in FY 2023 and FY 2024, to date.

Response: See below. Note that special pay awards are reflected as Performance Allowances for the purposes of this question and that a Performance Allowance is temporary and is a time-limited increase with a set expiration date.

The Safety and Security Administration approved three (3) Performance Allowances in FY 2023 as follows:

Last Name	First Name	Percentage Increase
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Harris	Demetria	10%
Hodges	Melvin	5%
Roberson	Steve	5%

- A list of travel expenses, arranged by employee.

Response: Each Administration tracks their own travel expenses. Travel is based on the amount budgeted for travel/professional development of each team. DPW will need to follow up with the Committee to provide a full list.

- A list of the total overtime and worker’s compensation payments paid in FY 2023 and FY 2024, to date.

Response: See Attachments for Questions #7(e)(1) and #7(e)(2) for overtime payments; and Attachment for Question #7(e)(3) for worker’s compensation payments.

- 8) Please provide a list of each **collective bargaining agreement** that is currently in effect for agency employees.
- Please include the bargaining unit (name and local number), the duration of each agreement, and the number of employees covered.
  - Please provide, for each union, the union leader’s name, title, and his or her contact information, including e-mail, phone, and address if available.
  - Please note if the agency is currently in bargaining and its anticipated completion date.

Response: See below:

- American Federation of Government Employees (Local 1975). Effective through September 30, 2010. Covers 293 PEMA employees. The President is Stanley Freeman; (240) 5345-7138. Executive Vice President Tameka Garner-Barry, [garnerberryvp1975@gmail.com](mailto:garnerberryvp1975@gmail.com), (202) 425-4340. DPW is not in bargaining with the union.
- American Federation of State, County and Municipal Employees, District Council 20, Local 2091. Effective through September 30, 2010. Covers 593 SWMA employees. The President is Kevin Poge, [kpoge1@gmail.com](mailto:kpoge1@gmail.com), 100 M Street, SE, Suite 250 Washington, D.C. 20003, (202) 422-5765. DPW is not in bargaining with the union.
- American Federation of Government Employees (Local 631). Effective through September 30, 2013. Covers 82 FMA employees. The President is



Barbara J. Milton, [afgelocal1631@yahoo.com](mailto:afgelocal1631@yahoo.com), P.O. Box 54585, Washington, D.C. 20032, (202) 236-0500. DPW is not in bargaining with the union.

- 9) Please identify all **electronic databases** maintained by your agency, including the following:
- A detailed description of the information tracked within each system;
  - The age of the system and any discussion of substantial upgrades that have been made or are planned to the system;
  - Whether the public can be granted access to all or part of each system.

Response: See Attachment for Question #9.

- 10) What is the size of the agency's distribution list(s) for public communications? Are there particular constituencies the agency has trouble reaching?

Response: The Department of Public Works regularly communicates with its external stakeholders through a variety of communications channels to include direct e-mail messaging, social media platforms, virtual community meetings, and listservs. Our key stakeholders include D.C. Councilmembers, Councilmembers' constituent services staff, ANC Commissioners, Civic Associations, and other grassroots leaders. DPW also works closely with other public facing District Government agencies that have direct contact with the community to include the Mayor's Office of Community Relations and Services, the Mayor's Office of Community Affairs, and others.

The agency's distribution list for public communication is as follows:

- Mayor's Office of Community Relations and Services (MOCRS) – 19, including the Director and the Director of Operations
- District of Columbia Councilmembers – 13
- D.C. Council Constituent Services Staff – 18 Council Staff and 14 Chiefs of Staff
- ANC Commissioners – 300
- Civic Associations – 34

There are no constituencies that the agency has trouble reaching.

- 11) Please describe the agency's procedures for investigating allegations of **sexual harassment** or misconduct committed by or against its employees.

Response: Prior to the issuance of Mayor's Order 2023-131, DPW followed the guidelines set forth in Mayor's Order 2017-313 when responding to and investigating sexual harassment complaints. Now that the Mayor's Order has

been revised, DPW will follow the guidelines set forth in that most recent issuance.

Complaints of sexual harassment are referred to the Agency's Sexual Harassment Officer (SHO), designated alternate or the General Counsel's office for investigation. The procedure is as follows:

- The Sexual Harassment Officer receives the complaint, usually via e-mail, from the accuser or their immediate supervisor. This starts the clock for the ensuing investigation, which is handled by the SHO or alternate SHO.
- The SHO should first determine that the accuser is safe. The supervisor or someone in the chain of command within the administration should relocate the accused and/or the accuser so that there is little to no contact between them, at least during the investigation period.
- The accuser is usually the first to be interviewed. In-person is the preferred method of engaging any interview subject. MS Teams and/or telephone can be used as a last resort. The SHO (or alternate) schedules a meeting in his/her office or other neutral location.
- All parties (accuser, accused, witnesses), should be interviewed within 30 days of the reported incident. Follow-up conversations are scheduled as necessary.
- An interview question template is recommended to maintain consistency. Once all interviews and subsequent follow-up conversations are conducted, the SHO composes a Report of Investigation which includes:
  1. a summary of the Complaint, location of alleged occurrence(s), SHO's name and date of report;
  2. an investigation synopsis—including background and recap of notes from all interviews;
  3. a list of any documentation collected during the course of the investigation. and;
  4. any observations the SHO deems pertinent to the report (e.g., why a particular witness could not be interviewed).
- If an alternate SHO conducts the investigation, his/her report is forwarded to the SHO for review, who then forwards the final report to the Office of the General Counsel (OGC). If the SHO has conducted the interview, he/she sends it directly to the OGC, who deems the findings

substantiated or unsubstantiated, depending on the evidence presented in the report.

- The OGC reports its findings to the Mayor’s Office of Legal Counsel (MOLC).
- The process described above shall not exceed sixty (60) calendar days.

List and describe any allegations received by the agency in FY 2023 and FY 2024, to date, and whether and how those allegations were resolved.

Response: See below:

The agency received an allegation in FY 2023 and FY 2024. A male employee accused another male co-worker of using sexually derogatory terms towards him. At the time of the incident, the two employees were peers; however, when the complainant reported the incident as sexual harassment, the accused had been promoted to supervisor. The accusation came almost a year after the incident in question; therefore, it had not been investigated as a sexual harassment event. It was, however, investigated once reported as such. Documentation is still being gathered and the final report/determination is pending.

- a) Has DPW identified a primary and alternate sexual harassment officer (“SHO”) as required by Mayor’s Order 2023-131 (“Sexual Harassment Order”)? If no, why not? If yes, please provide the names of the primary and alternate SHOs.

Response: Yes. See below:

Primary SHO—Nancy C. Harvin, Employee & Labor Relations Advisor  
2000 14<sup>th</sup> Street, NW, Rm. 642, Washington, DC 20009  
(202) 671-1375  
[Nancy.harvin@dc.gov](mailto:Nancy.harvin@dc.gov)

Alternate SHO—Dr. Richard Morris, Vehicle Control Officer  
1827 West Virginia Avenue, NE, 2<sup>nd</sup> Floor, Washington, DC 20002  
(202) 576-7858  
[Richard.morris1@dc.gov](mailto:Richard.morris1@dc.gov)

- b) Has DPW received any requests from staff in an otherwise prohibited dating, romantic, or sexual relationship for a waiver of provisions of the Sexual Harassment Order? What was the resolution of each request? If a waiver has been granted, are there limitations on the scope of the waiver?

Response: No such requests have been received.

- 12) For any **boards or commissions** associated with your agency, please provide a chart listing the following for each member:
- i) The member's name;
  - ii) Confirmation date;
  - iii) Term expiration date;
  - iv) Whether the member is a District resident or not;
  - v) Attendance at each meeting in FY 2023 and FY 2024, to date.
  - vi) Please also identify any vacancies.

Response: DPW is a member of the American Public Works Association for North America. Many of our staff have completed APWA training and now teach classes for APWA. The DPW Director spoke at the national APWA meeting in August 2023.

- 13) Please list the **task forces and organizations**, including those inside the government such as interagency task forces, of which the agency is a member and any associated membership dues paid.

Response: DPW participates in the Interagency Nightlife Taskforce, which deploys support to the District's major corridors on Fridays, Saturdays, and Sundays. DPW staff provide tow operations for safety related violations.

DPW also participates on the Transportation Electrification Working Group.

DPW's Office of Waste Diversion is a member of the following task forces and organizations:

- o Interagency Waste Reduction Working Group
- o Interagency Climate Commitment Task Force
- o C40 Food Waste Action Lab
- o DC Food Policy Council (ex-officio members)
- o DC Food Recovery Working Group
- o Metropolitan Washington Council of Governments Recycling Committee
- o Solid Waste Association of North America
- o The United States Conference of Mayors, (Municipal Waste Management Association)

- 14) What has the agency done to reduce agency **energy use** in FY 2023? Did the agency's energy use increase or decrease in FY 2023? Please identify how much energy use increased or decreased in terms of kWh and therms, and what percentage increase/decrease that is compared to FY 2022

Response: DPW did not have any specific projects in FY 2023 that reduced energy usage. We do, however, encourage all administrations to unplug all electronic devices and turn off all lights when not in use to conserve energy. All energy bills for DPW are paid by the Department of General Services (DGS), who would be the best agency to provide further specifics regarding energy use.

15) Please complete the following chart about the residency of **new hires**:

Response: See below and Attachment for Question #15.

**Number of Employees Claiming Residency Points  
FY 2022, FY 2023, and FY24 to December 2023**

	<b>Number of New Hires Who Claimed Residency Points</b>
<b>FY22</b>	<b>36</b>
<b>FY23</b>	<b>14</b>
<b>FY24 to Date</b>	<b>0</b>

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16) Please provide the agency's FY 2023 Performance Accountability Report.

Response: See Attachment for Question #16.

17) Is DPW currently party to any active non-disclosure agreements? If so, please provide all allowable information on all such agreements, including the number of agreements and the department with DPW associated with each agreement.

Response: No.

- i) Does DPW require non-disclosure agreements for any employees or contractors?

Response: DPW asks staff in the Human Capital Administration and certain staff in senior leadership to sign NDAs.

18) Please indicate any MOUs the agency has signed with local or federal partners for waste collection.

Response: None for waste collection.

19) How does the agency respond to 311 requests that have been submitted incorrectly? Does DPW have a process for alerting the request submitters about the error?

Response: DPW continues its work with the City Administrator’s 311 Working Group to improve how the agency communicates errors to submitters, including closing out requests with detailed comments. Additionally, the agency has adopted the “no wrong door” methodology for ensuring that erroneous requests are directed to the correct agency. When a request is mistakenly submitted to the wrong department or agency, DPW's customer service team utilizes the transfer functionality within the 311 system to ensure that it reaches the appropriate department. In cases where the transfer functionality is unavailable, our representatives create a new request on behalf of the submitter and close out the incorrect one. We prioritize effective communication and provide alerts through the 311-portal system. In certain cases, we may also communicate by telephone to ensure that our customers receive the support they need.

20)The Committee understands that DPW has a new process for handling complaints and requests to the agency, that involves funneling all such requests to one central location in order to ensure better case tracking and closure. Please provide a status update on how this process is going.

Response: In November 2023, DPW implemented a Unified Communication Center (UCC) that is focused on providing efficient and timely responses to all resident requests. The agency has adopted a framework that involves entering a 311 service request for all incoming requests (regardless of what channel they come in through), and deploying an investigatory crew in real-time for service requests that are reported as late according to the Service Level Agreement (SLA). To ensure the success of this framework, we first brought customer service representatives from multiple locations to two centralized locations. We also directed all calls to one centralized phone line and provided training to all representatives on customer service fundamentals, call de-escalation, and agency-wide operations for proper triage and dissemination of requests. We successfully launched our UCC in Fall 2023, and since then our responsiveness and complaint resolution has garnered multiple compliments from the public. We have been able to handle an average of 2,100 calls per month. This has allowed us to provide efficient and timely responses to all requests, ensuring that our customers receive the best possible service. Below is our data for the months of November 2023 through January 9, 2024.

	November	December	January(1st-9th)	Nov & Dec Average
Calls Answered	2,022	2,190	809	2,106

Hold Times (in minutes)	0:02:24	0:12:31	0:01:01	0:07:28
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21) Please provide an update the progress and efforts of DPW's 311 task force, including the implementation of any recommendations made by the task force, as well as a breakdown of who is on the task force.

Response: DPW has been actively working on a comprehensive process to review all of our service request language and Service Level Agreements to see what changes need to be made to provide more clarity to residents requesting services. The aim is to identify and address requests that were problematic for operations due to erroneous information or poor wording. An example of a Service Request that has been updated to provide more clarity was for leaf season. DPW collaborated with the Office of the Deputy Mayor for Operations and Infrastructure (DMOI) to enhance the information provided on the leaf season service request and clarify when to put in a request and why. This collaborative effort resulted in improved transparency and success of the program this year. DPW plans to address ten (10) service requests by the second quarter of this fiscal year. The approach involves a review of the language on the request, review of the language on the website, determination of clarity to the resident, and input from MOCRS.

The department is also analyzing safety-related service requests and working with EOM's 311 Task Force, specifically DMPSJ and MPD, to review these requests, identify any that should no longer be considered "safety-sensitive," and clarify additional prioritization/triage/tracking requirements for each of these requests. Once this set of goals is established, DPW will reconvene to discuss any feasible adjustments in workflows for these services that might address DMPSJ's/MPD's goals. Our task force is comprised of a group of highly skilled professionals with diverse expertise, including members from operations, customer service, information and technology, performance, and analyst teams. These individuals work collaboratively towards a common goal, leveraging their unique skill sets and experience to ensure that our organization operates smoothly and efficiently. Whether it is addressing customer concerns, optimizing our systems and processes, or analyzing performance metrics, our task force is dedicated to delivering exceptional results and exceeding expectations.

22) What is the status of the DPW extra shift crew hired for purposes of backfilling for employees who don't show up for their shifts?

Response: DPW did not hire additional shift to backfill for employees who did not show up for their shift. DPW did test a "swing shift" over the summer in the Collections Division to see if it would decrease overtime costs. During a month-

long period, the swing shift pilot realized a 3.7% reduction in overtime. DPW is looking into ways to continue the swing shift after leaf season.

23) On average per day, what percentage of DPW employees are absent from their shift for both excused and unexcused reasons?

Response: On average, DPW's staff from PEMA, Fleet, and SWMA use a total of 2,430 hours of leave per week. Please note that this includes *all leave* -- scheduled, unscheduled, AWOL, AWOP, FMLA, LWOP, administrative leave, PFLMA, and worker's compensation.

24) For FY 2023 and FY 2024 to date, please provide the number of contracts and procurements executed by your agency. Please indicate how many contracts and procurements were for an amount under \$250,000, how many were for an amount between \$250,000-\$999,999, and how many were for an amount over \$1M.

Response: See below.

- Contracts and procurements under \$250,000 –

FY 23

Procurements – 336

Contracts -- 12

FY 24, 1<sup>st</sup> Q

Procurements – 160

Contracts -- 7

- Contracts and procurements between \$250,000-\$999,999 –

FY 23

Procurements – 281

Contracts -- 37

FY 24, 1<sup>st</sup> Q

Procurements – 147

Contracts – 13

- Contracts and procurements equal to or exceeding \$1M –

FY 23

Procurements – 3

Contracts – 9



FY 24, 1<sup>st</sup> Q

Procurements – 9

Contracts -- 8

25) Please provide the typical timeframe from the beginning of the solicitation process to contract execution for:

- a. Contracts and procurements under \$250,000
- b. Contracts and procurements between \$250,000-\$999,999
- c. Contracts and procurements over \$1M

Response: Please refer to the Office of Contracting and Procurement (OCP) for a response to this question.

26) In cases where you have been dissatisfied with the procurement process, what have been the major issues?

Response: The OCP team that works with DPW has experienced several staffing vacancies over the last year. This, paired with DPW's increasing procurement needs, has caused delays in the procurement process. DPW is currently working with OCP leadership on a plan to staff up their team, and DPW is providing OCP with contracting staff to assist in the meantime. DPW is also working with OCP on a plan to prioritize our pending procurements to ensure the most urgent services get filled first.

To ensure DPW staff are aware of the process and are submitting quality products to OCP, we hosted a training in Fall 2023 for all staff who work with procurement and drafted a Standard Operating Procedure for staff to reference throughout the year.

27) What changes to contracting and procurement policies, practices, or systems would help your agency deliver more reliable, cost-effective, and timely services?

Response: Having more insight into the procurement process, including how and when procurements will be solicited and awarded, would be helpful in this regard.

DPW understands and wants to respect the impartial and neutral process for selecting contractors; however, program staff often have insights that OCP staff may not know about. Allowing program staff to raise flags regarding certain procurement submissions could be helpful and save the agency from experiencing issues during implementation. Program staff may need to be

consulted regarding whether a solicitation should be an Invitation for Bid (IFB) or Request for Proposal (RFP); for example, sometimes the lowest bidder is not the best option if that bidder cannot complete the work to the agency's expectations.

Information regarding timelines for procurements would also help agency staff more efficiently and reliably manage programs and public services. The difference between a contracting process taking four months or 18 months, for example, has a significant impact on program implementation, performance, service delivery, budgeting, and grant management.

28) Please describe DPW's process for training People of Promise, as well as any programs or processes for supporting them.

Response: People of Promise participants receive on-the-job training upon onboarding with the Department of Public Works. Each participant can receive a transitional mentor depending on their work site and assignment with the agency. Since the People of Promise Program oversight falls under the Office of Neighborhood and Safety Engagement (ONSE), each participant is engaged monthly with check-in meetings scheduled by an Outreach Specialist from the ONSE team, with DPW offering meeting space on site for real time engagement. The monthly meetings serve as a performance update and supplement the performance evaluation forms the agency submits to ONSE on a monthly basis.

## **B. BUDGET AND FINANCE**

29) Please provide a chart showing the agency's **approved budget and actual spending**, by division, for FY 2023 and FY 2024, to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for each program and activity code.

Response: See Attachments for Questions #29(a) and #29(b).

30) Please list any **reprogrammings**, in, out, or within, related to FY 2023 or FY 2024 funds. For each reprogramming, please list:

- i) The reprogramming number;
- ii) The total amount of the reprogramming and the funding source (i.e., local, federal, SPR);
- iii) The sending or receiving agency name, if applicable;
- iv) The original purposes for which the funds were dedicated;
- v) The reprogrammed use of funds.
- vi) The Mayor is currently planning a reprogramming of FY 2023 funds; what funds, if any, will come from or go to DPW or DPW projects?

[Response: See below.](#)

Reprogramming Request Submitted to the Office of Budget and Planning - Q1, FY23  
OBP Approved

Agency To	Agency From	Amount	Date Approved	Description
KT0-DEPARTMENT OF PUBLIC WORKS (KT0)	KT0-DEPARTMENT OF PUBLIC WORKS (KT0)	8,000,000	1/25/23	To move funds from PS to NPS for FMA Operations
Total Local				

Reprogramming Request Submitted to the Office of Budget and Planning - Q1, FY24  
OBP Approved

Agency To	Agency From	Amount	Date Approved	Description
KT0-DEPARTMENT OF PUBLIC WORKS (KT0)	KT0-DEPARTMENT OF PUBLIC WORKS (KT0)	9,000,000	11/22/2023	To move funds from PS to NPS for FMA Operations

31) Please provide a list of all **MOUs** in place during FY 2023 and FY 2024, to date, that are not listed in response to the question above.

[Response: See response to Question #44.](#)

32) Please identify any **special purpose revenue accounts** maintained by, used by, or available for use by your agency during FY 2023 and FY 2024, to date. For each account, please list the following:

- The revenue source name and code;
- The source of funding;
- A description of the program that generates the funds;
- The amount of funds generated by each source or program in FY 2023 and FY 2024, to date;
- Expenditures of funds, including the purpose of each expenditure, for FY 2023 and FY 2024, to date.

[Response: See below.](#)

					FY23		FY24 (as of 12/31/24)		
Fund Detail	Title (Source Name)	Code	Who Pays (Fund Source)	Description					
					Revenue	Expenditures	Revenue	Encumbrances	Expenditures
1060260	GENERAL "O" TYPE REVENUE SOURCES	DC Budget Support Act.	Vendors, sponsors or those who put on the events.	DPW charges various entities for costs associated with deploying equipment; and; for setting up / cleaning up before / during special events.	\$ 1,667,361.53	\$ 1,667,361.53	\$ 741,852.57	\$ 554,490.74	\$ 252,183.11
1060268	SUPER CAN PROGRAM	D.C. Law 6-100 Litter Control Administration Act of 1985 D.C. Law 5-20, 30 DCR 3331	District Residents	The District collects revenue from entities and individuals who purchase Super Cans as part of the District's litter control program.	258,187.06	412,300.04	61,101.36	300,000.00	-
1060286	THE SOLID WASTE DIVERSION FUND		Private Haulers	The District charges private haulers a \$1 surcharge on each ton of waste they dump at our transfer stations. This surcharge is used to support the Solid Waste Diversion Fund	271,621.56	36,543.29	-	-	25,533.76
1060288	SOLID WASTE DISPOSAL FEE FUND	DC Official Code 1-325.91	Private Haulers	The District charges refuse haulers to dump trash at our transfer stations. Also when we transport and dispose of a given customer's refuse, we charge that customer a fee for doing so.	8,771,133.33	10,202,979.83	1,342,918.49	165,374.95	524,864.41
1060323	CLEAN CITY FUND	D.C. Law 6-100 Litter Control Administration Act of 1985 DC Code 45-2559 DC Law 7-38, Litter Control Expansion Act of 1987, DC Act 6 - 128	Persons who violate the District's sanitation laws.	DPW recovers the clean-up related costs it incurs when it has to remediate a private property that fails to meet the City's "Clean It or Lien It" standards.	1,147,195.84	1,147,195.84	348,505.13	94,294.65	269,175.61
					<b>\$ 12,115,499.32</b>	<b>\$ 13,466,380.53</b>	<b>\$ 2,494,377.55</b>	<b>\$ 1,114,160.34</b>	<b>\$ 1,071,756.89</b>

33) Please provide a list of all projects for which your agency currently has **capital funds** available. Please include the following:

- A description of each project, including any projects to replace aging infrastructure (e.g., water mains and pipes);
- The amount of capital funds available for each project;
- A status report on each project, including a timeframe for completion;
- Planned remaining spending on the project.

Response: See Attachment for Question #33.

34) Please provide a complete accounting of all **federal grants** received for FY 2023 and FY 2024, to date, including the amount, the purpose for which the funds were granted, whether those purposes were achieved and, for FY 2023, the amount of any unspent funds that did not carry over.

Response: In FY23, DPW was awarded \$491,314 through EPA's Solid Waste Infrastructure for Recycling (SWIFR) Grant Program. The grant will be used to create a solid waste management plan, including a waste characterization study and organics management plan, per the requirements of D.C. Official Code § 8-1031.13(b) and § 8-1031.03. The grant has a project period of October 1, 2023 to September 30, 2026.

35) Please list each contract, procurement, lease, and grant ("**contract**") awarded, entered into, extended and option years exercised, by your agency during FY

2023 and FY 2024, to date. For each contract, please provide the following information, where applicable:

- The name of the contracting party;
- The nature of the contract, including the end product or service;
- The dollar amount of the contract, including budgeted amount and actually spent;
- The term of the contract;
- Whether the contract was competitively bid or not;
- The name of the agency's contract monitor and the results of any monitoring activity;
- Funding source;
- Whether the contract is available to the public online.

Response: See Attachments for Questions #35(a) and #35(b).

36) Please provide the details of any **surplus** in the agency's budget for FY 2023, including:

- i) Total amount of the surplus;

Response: \$907,450, or 0.5%, of DPW's FY 2023 \$169,589,568 budget was surplus.

- ii) All projects and/or initiatives that contributed to the surplus.

Response: The project that contributed to the surplus was the Curbside Composting Pilot that did not start as soon as planned.

37) The FY24 budget reallocated nearly \$4.8M of DPW's overtime budget, in part to restore many critical positions cut by the Mayor. Please provide an updated on any impact that has had on the agency's operations.

- a) Where has the remaining overtime budget been spent in FY24 to date?

Response: The current FY2024 YTD overtime spending in DPW is \$3,509,904 as of 12/31/2023, with \$1,090,222 being spent in the month of December 2023.

- b. How much overtime does the agency anticipate using during the remainder of FY24?

Response: The projected Year-End Overtime for DPW is \$14,039,616. This projection was derived utilizing the \$3,509,904 YTD expenditures and straight lining it for the remainder of the fiscal year.

38)The Committee is aware of at least one reprogramming of FY24 funds. Does DPW anticipate any additional reprogrammings of FY24 funds? If so, what?

Response: DPW submitted one reprogramming at the beginning of FY2024 in the amount of \$9M. This reprogramming is a result of the new DIFS system which has changed the manner in which the Fleet Management Administration operates.

There will be another reprogramming that occurs at the end of FY2024 to reverse the initial reprogramming.

39)\$1.5M was shifted in DPW's FY24 budget to fund 17.0 FTEs, including sanitation workers, solid waste inspectors, and motor vehicle operators.

a) How many of the 17.0 enhanced FTEs have been hired as of January 1, 2024

Response: Please note that these positions were established as *reinstatements* from the position cuts initially proposed in FY2024.

<b>Position Title</b>	<b>Administration</b>	<b>Vacancy Status</b>	<b>Position Total(s)/Grade</b>
Solid Waste Inspector	SWMA/SWEEP	Both Vacant	1 – Grade 09 1 – Grade 10
Motor Vehicle Operator	SWMA	Vacant	5 – Grade 07 (Collections)
		Filled	3 – Grade 07 (Public Space) 2 – Grade 07 (Collections)
Sanitation Supervisor	SWMA	Vacant	1 – Grade 09
Support Services Specialist	SWMA/SACD	Filled	1 – Grade 11
Lead Solid Waste Inspector	SWMA/SWEEP	Vacant	1 – Grade 11
Sanitation Worker	SWMA/SACD	Filled	1 – Grade 04
Program Analyst	SWMA/HQ	Filled	1 – Grade 12

- b) In what divisions have positions been added? What positions have been added?

Response: The divisions within the Solid Waste Management Administration that received reinstated positions are:

- Collections (7)
- Public Space Cleaning (6)
- Solid Waste Education and Enforcement (3)
- Solid Waste Management (Administrative) (1)

For unfilled positions, how many applications has DPW received for each position? What is causing any delays in hiring?

Response: The reinstatement of positions was used to reassign personnel positions identified as a FY 2024 position cut. The remaining vacancies are currently being recruited for, according to the established collective bargaining agreements.

Has adding these positions improved DPW operations?

Response: The reinstatement of positions does not provide operational enhancements when they were initially a part of the overall FTE count.

### C. LAWS, AUDITS, AND STUDIES

- 40) Please identify any **legislative requirements** that the agency lacks sufficient resources to properly implement.

Response: See below regarding the following provisions in the Zero Waste Omnibus Amendment Act of 2020, (D.C. Law 23-211; D.C. Official Code § 8-1031.01 *et seq.*):

- Approval of any onsite in-vessel composting or processing system regarding the processing of back-of-house commercial food waste.
  - Provision is currently not funded.
- Completion of a public recycling infrastructure study and plan, establishing uniform scheme for public collection property waste containers.
  - Provision is currently not funded.
- Conducting a variable rate pricing (Save-As-You-Throw) study and pilot.

- Provision is currently not funded.

41) Please identify any statutory or regulatory **impediments** to your agency's operations or mission.

Response: None.

42) Please list any new **regulations** for which the agency is responsible for oversight or implementation, as of FY23. Where available, please list by chapter and subject heading, including the date of the most recent revision.

Response: None.

43) Please explain the impact on your agency of any **federal legislation or regulations** adopted during [FY 2023] that significantly affect agency operations or resources.

Response: None.

44) Please provide a list of all **MOUs** in place during FY 2023 and FY2024, with an accompanying summary of the purpose of each MOU.

Response: See Attachment for Question #44.

45) Please provide a list of all studies, research papers, and analyses ("**studies**") the agency requested, prepared, or contracted for during FY 2023 and FY 2024, to date. Please state the status and purpose of each study.

Response:

- (1) Zero Waste DC Plan – this plan is a strategic roadmap for cost effective, sustainable solid waste management which will allow the District to achieve its zero waste goal of 80% diversion away from landfilling and incineration through reduction, reuse, composting, and recycling. The plan is comprised of forty-three (43) actions that are organized under seven (7) overarching goals. It is currently pending final review and approval with the Executive Office of the Mayor (EOM).
- (2) Annual Solid Waste Diversion Report, 2019-2022 -- this report provides an update to the D.C. Council and District residents regarding waste diversion rates (i.e., the volume of solid waste diverted from landfill or incineration) and informs the development of future waste diversion policies and programs in the District. The report is currently pending final review and approval by EOM.



46) Please list and describe any ongoing **investigations**, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY 2023 and FY 2024, to date.

Response: DPW was a part of the Office of the Inspector General's overtime audit (OIG No. 22-1-03MA).

47) Please identify all **recommendations** identified by the Office of the Inspector General, D.C. Auditor, or other federal or local oversight entities during the previous 3 years. Please provide an update on what actions have been taken to address these recommendations. If the recommendation has not been implemented, please explain why.

Response: See response above to Question #46. DPW was a part of the Office of Inspector General's overtime audit. See Attachment for Question #47 for a copy of OIG's Recommendations and DPW's responses.

48) Please list any **reporting** requirements required by Council legislation and whether the agency has met these requirements.

Response:

- Fiscal Year 2023 Vehicle Inventory Report – D.C. Official Code § 50-204.
  - This requirement was met.
- Annual FOIA Report -- D.C. Official Code § 2-538(a).
  - This requirement was met in Fiscal Year 2023 and is expected to be met again by February 1, 2024.
- Annual Waste Diversion Report -- D.C. Official Code § 8-1031.13(a).
  - This report is due on February 28. It is currently pending final review and approval by EOM.
- BEGA Filer Report – D.C. Official Code § 1-1162.25(c).
  - This requirement was met in Fiscal Year 2023 and is expected to be met again by March 1, 2024.
- Financial Disclosure Review Report -- D.C. Official Code § 1-1162.25(b).
  - This requirement was met in FY 2023 and is expected to be met again by June 1, 2024.

49) Please list all pending **lawsuits** that name the agency as a party, and provide the case name, court where claim was filed, case docket number, and a brief description of the case.

Response: See Attachment for Question #49.

50) Please list all **settlements** entered by the agency or by the District on behalf of the agency in FY 2023 and FY 2024, to date, including any covered by D.C. Code § 2-402(a)(3), and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

Response: See Attachment for Question #50.

51) Please list any **administrative complaints or grievances** that the agency received in FY 2023 and FY 2024, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY 2023 and FY 2024, to date, describe the resolution.

Response: See below:

#### Fiscal Year 2023

Local 631 (Fleet) and Local 1975 (PEMA) requested bargaining. Management did not deny the request to bargain over the issue of ticket enforcement regarding employees' cars parked on DPW lots, but management has agreed to review the proposed policy and cancel the effective date of enforcement on the issue pending closer review regarding concerns raised by the union.

Local 1975 filed a Step 1 grievance against DPW on behalf of an employee regarding a suitability and process issue. Subsequent grievances were filed through Step 4; all were denied.

Local 1975 filed a grievance on behalf of a shop steward who was asked to submit a leave slip and a union form and identify the supervisor of the employee they were meeting with while taking time off for union business. This matter was resolved.

Local 2091 filed a grievance regarding employees not receiving the 2.5% holiday pay for the date of December 26, 2022. That grievance was resolved with the 2.5% holiday pay adjustment.

Local 1975 filed a grievance on behalf of a PEMA employee who was suspended for submitting false statements/records, failure/refusal to follow instructions and going AWOL. The grievance at Steps 1, 2 and 3 were denied; however, the AWOL of four (4) hours was reduced at Step 3 to two (2) hours.

Local 631 filed grievances on behalf of two (2) FMA employees who were allegedly working above their perspective grades. Employees were granted retroactive pay during the period they performed higher-grade duties and returned to their positions of record.

#### Fiscal Year 2024

Local 1975 (PEMA) filed a grievance on behalf of an employee who was issued a proposed Official Reprimand for failure to follow instructions. This grievance is still at Step One and the meeting between the supervisor and union has not yet occurred.

#### **D. EQUITY**

52)The District defines racial equity as “the elimination of racial disparities such that race no longer predicts opportunities, outcomes, or the distribution of resources for residents of the District, particularly for persons of color and Black residents.” What are three areas, programs, or initiatives within your agency where you see the most opportunity to make progress toward racial equity?

Response: DPW identifies three key opportunities for advancing racial equity:

- **Equitable Distribution of Resources:** Ensuring fair allocation of waste diversion resources like recycling bins, composting materials, and educational tools across all neighborhoods. Special attention is given to historically underserved areas to address disparities in access.
- **Inclusive Recycling Services:** A commitment to providing recycling collection services to all residents, including those in public housing, and promoting accessibility and inclusivity in waste management.

- **Accessible Recycling Facilities and Composting Sites:** DPW is evaluating and enhancing the accessibility of recycling facilities and compost drop-off points in diverse neighborhoods. Infrastructure improvements will be prioritized to make recycling facilities and compost drop off sites easily reachable for communities of color, addressing historical barriers.

53) In the past year, what are two ways that your agency has addressed racial inequities internally or through the services you provide? What additional resources would help your agency reduce traditional burdens felt by Black, Latino, Indigenous, and other communities of color in FY25 and beyond?

Response: To promote participation in the Curbside Composting Pilot Program, the agency notified all single-family households through a postcard mailer and conducted targeting outreach to Wards 7 and 8. During the sign-up process for the Program, the agency prioritized equity and equal opportunity over route density. In other words, instead of only allowing participation in certain neighborhoods or wards (e.g., participation zones or clusters) for the sake of collection efficiency, DPW allowed any single-family resident to sign up no matter where they live in the District.

DPW also participates in the People of Promise program, giving returning citizens a second chance at employment. This helps break down barriers and provides equitable employment opportunities.

54) Consider one area where your agency collects race information. How does your department use this data to inform decision-making?

Response: At this time DPW does not collect demographic information.

55) How are communities of color engaged or consulted when your agency considers changes to programs or services? Provide one specific example from the past year.

Response: DPW's Office of Waste Diversion engages communities of color through partnerships with local organizations, multilingual communication, targeted outreach (e.g., during the curbside compost program implementation), and advisory councils. Currently, efforts are underway to organize community members to enhance composting and recycling participation in Wards 7 and 8.

56) With respect to the agency's internal equal employment opportunity statement or policy:

- i) How is the statement or policy used to inform agency decision-making?

- ii) Does the agency have a division or dedicated staff that administer and enforce this policy?
- iii) Does the agency assess its compliance with this policy? If so, how, and what were the results of the most recent assessment?

Response: DPW has an Equal Employment Opportunity and Anti-Harassment Discrimination Policy, EEO Policy, DPW-001, effective October 26, 2015. See Attachment for Question #56. The policy was developed by the work of the DPW EEO Officer, Human Resources, and the Office of General Counsel. The policy was adopted following the Human Rights Act of 1977; Mayor's Orders 2011-155 and 2000-131; the Americans with Disabilities Act; and Title VII of the Civil Rights Act of 1964.

This policy is posted on DPW's intranet. The policy was also disseminated to all DPW employees. It includes responsibilities for all supervisors and managers and discusses penalties for management and supervisors' non-compliance. The policy is also used to direct compliance in the hiring, recruitment, promotion, and retention of our employees.

DPW is in the process of recruiting an Employee and Labor Relations Advisor who will serve as its EEO Officer. DPW currently has one (1) EEO Counselor. DPW has a very low number of EEO complaints annually. As such, DPW did not do a formal assessment in FY23. In FY 2023, DPW only had four (4) formal EEO related complaints, three (3) with OHR and one (1) with EEOC.

- 57) For any reductions to services, programs, or staffing, please provide the agency's plans to mitigate those in future Fiscal Years?

Response: DPW does not anticipate a reduction in service to current programming.

## **E. PROGRAM-SPECIFIC QUESTIONS**

### *I. Solid Waste Management*

- 58) Please provide the amount of waste and recyclables collected by DPW by type (i.e. household waste, household recycling, bulk trash, electronic waste, hazardous waste, document shredding, etc.) in FY 2022, FY 2023, and FY 2024, to date.

Response: See Attachment for Questions #58 and #59.

59) Please provide the amount of waste processed at the District transfer stations in FY 2021, FY 2022, FY 2023, and FY 2024, to date, broken down by SWMA, Republic, Waste Management, and full freight haulers.

Response: See Attachment for Questions #58 and #59.

60) Please provide a status update on the modernization of the Benning Road transfer station, including a timeline for major project milestones, a list of repairs and upgrades anticipated as part of the project, as well as a list of major equipment that will be replaced.

i) Will DPW be seeking any additional funding in FY 2024 for this modernization project?

Response: DPW’s Benning Road Transfer Station project is currently in the remediation phase. Phase I and II of remediation have been completed and Phase III (the final stage) is underway. In Summer 2024, DPW plans to move to demolition of the site. DPW is working with OCP to solicit a demolition contractor as well as a Construction Manager and Design/Builder. The project is expected to be completed in Summer 2027.

In December, DPW presented at ANC 7D to provide community members with a project update. On January 31, 2024, DPW launched an Advisory Council made of up Ward 7 residents, environmental stakeholders, Council/Mayor Community Representatives, and agency partners to ensure updates and feedback flow freely throughout the duration of the project. Monthly updates will also be posted on DPW’s website.

DPW will not need additional funds for this project in FY24; however, remediation was a larger undertaking than expected and the project will likely need additional funds in out years. DPW is currently working to identify what additional funds may be needed.

61) What was the cost to the District to dispose of one ton of household waste, household recycling, bulk trash, e-waste, and hazardous waste in FY 2021, FY 2022, FY 2023, and FY 2024, to date?

Response: See below.

District Throughput/Cost Per Ton							
Formula =	Fiscal Year	Gate Rate at FTTS	plus	Huling Rate by Year	plus	Disposal Rate by Year	Total Cost to Process Waste at FTTS

<b>SWMA Trash and Bulk</b>	2024 to date	\$70.62		\$25.40		\$40.80	\$136.82
<b>SWMA Trash and Bulk</b>	2023	\$70.62		\$25.40		\$40.80	\$136.82
<b>Emergency Huling Contract</b>	2022	\$60.62		\$36.36		\$37.68	\$134.66
	2021	\$60.62		\$16.59		\$36.76	\$113.97
<b>SWMA Recycle</b>	2024 to date	\$51.59					\$51.59
	2023	\$51.59					\$51.59
	2022	\$51.59					\$51.59
	2021	\$31.59					\$31.59
<b>Recycle America</b>	Fiscal Year	Cost per ton					
	2024 to date	\$99.87					
	2023	\$107.46					
	2022	\$79.66					
	2021	\$98.14					

Please break down any component parts included in the cost estimates (collection, transportation, disposal fees, etc.).

Response: See below.

Material Type	FY 20	FY 21	FY 22	FY 23	FY24 (to date)
<b>E-waste</b>	Total vendor program costs (labor, transport, disposal) for FY20 were \$106,177	Total vendor program costs (labor, transport, disposal) for FY21 were \$113,169	Total vendor program costs (labor, transport, disposal) for FY22 were \$105,158	Total vendor program costs (labor, transport, disposal) for FY23 were \$97,635	Total vendor program costs (labor, transport, disposal) for FY24 to date

					are \$25,365
<b>Hazardous waste</b>	Total vendor program costs (labor, transport, disposal) for FY20 were \$135,728	Total vendor program costs (labor, transport, disposal) for FY21 were \$269,746	Total vendor program costs (labor, transport, disposal) for FY22 were \$257,051	Total vendor program costs (labor, transport, disposal) for FY23 were \$294,424	Total vendor program costs (labor, transport, disposal) for FY24 to date are \$80,080

62) Please list the number of citations DPW issued for solid waste violations by type in FY 2022, FY 2023, and FY 2024, to date.

Response: See overall summary below and Attachment for Question #62.

	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24 to date</b>
Total FY Citations	16,102	19,360	2,905
Total Potential Revenue	\$3,978,675	\$4,812,170	\$839,096

63) How many citations or notices of infraction were issued by DPW in FY 2023 and FY 2024, to date, under D.C. Code § 8-1031.04?

Response:

DPW seeks clarification from the Committee regarding which particular subsection of D.C. Official Code § 8-1031.04 to which it is referring. Otherwise, DPW tracks compliance with source separation requirements for multi-family properties.

How many FTEs are assigned to track and enforce compliance with these requirements?

Response: SWEEP has 19 FTEs dedicated to enforcement.

64) Please list the recycling diversion rates at DPW collection properties for FY 2021, FY 2022, FY 2023 and FY 2024, to date. Please explain any changes to the diversion rates.



Response: The 2019-2022 data is included in the Annual Solid Waste Diversion Report, 2019-2022, which is currently pending final review and approval by EOM. Once approved, the report will be made available to the public. 2023 and 2024 data is being received and interpreted. DPW is pleased to indicate that our 2019-2022 report appears to show a successful increase in diversion rates.

65) Please provide the following data for the Solid Waste Management Division for FY 2021, FY 2022, FY 2023, and FY 2024, to date:

Response: See below.

<b>Positions</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>
The number of temporary employees hired	200	202	279	200
The number of temporary employees converted to term employees	0	9	2	8
The number of term employees converted to full time employees	0	6	0	0

66) DPW implemented the solid waste collector registration and reporting program required by the Sustainable Solid Waste Management Amendment Act of 2014 in December 2017.

- i) How many solid waste collectors registered and reported the necessary information in FY 2022, FY 2023, and FY 2024, to date? Has DPW now made this information available to the public?
- ii) What is the current registration rate?
- iii) How many warnings did SWEEP issue during FY 2023? How many notices of violation?

Response: See below.

<b>Fiscal Year</b>	<b>Registered &amp; Reported Solid Waste Collectors</b>
2024, to date	43
2023	126
2022	108
2021	99

The list of approved collectors is listed publicly online at <https://dpw.dc.gov/service/solid-waste-collector-registration-and-reporting>.

Solid waste collectors who fail to comply with these regulations are sent warnings and eventually notices of violations if they continue to fail to comply. In 2023, DPW sent out a total of 108 warnings to solid waste collectors to comply with the regulations. Of those 108 warnings, SWEEP sent out a total of 58 violations to 29 companies.

67) What is the current status of the District’s contract to process recycling, since the previous contract expired on April 30, 2022? The last update from DPW was that there was a Clean Hands issue with the contract—has that been resolved?

Response: The clean hands issue regarding Waste Management Recycling was resolved. DPW is currently under an emergency contract with the firm while the new procurement is going through the D.C. Council review process.

68) Please provide the District’s hauling, disposal, and transfer costs per ton for FY 2023, broken down by “full freight,” SWMA, recycling, and settlement agreement companies, and provide the calculations behind each figure.

Response: See below.

District Throughput/Cost Per Ton								
Formula =	Fiscal Year	Gate Rate at FTTS	plus	Hauling Rate by Year	plus	Disposal Rate by Year	=	Total Cost to Process Waste at FTTS
<b>DC Government &amp; 3rd Party Trash and Bulk</b>								
Voyager Hauling	2023	\$70.62		\$25.40		\$40.80		\$136.82
<b>DC Government &amp; 3rd Party Recycle</b>								
MBI Hauling	2023	\$51.59						\$51.59
<b>Transloading Agreements Trash &amp; Recycling</b>								
Republic (BFI)	2023	\$15.00					=	\$15.00
Waste Management	2023	\$15.00					=	\$15.00

69) The District has operated under settlement agreements with Waste Management and BFI/Republic for many years. Last year DPW renegotiated the transload agreements with both parties, such that both parties now pay \$15 per

ton to transload municipal solid waste and recyclables at the Fort Totten Transfer Station.

- i. How much money did we lose in FY 2023 due to the transfer fees under the settlement agreements?

Response: See below.

Category	Total Tonnage	Weighted Average			Category	Fees Charged
Full Freight	50,638.49	19.95%			Full Freight Tipping	\$70.62
Other (SWMA)	116,202.01	45.78%			Recycling Tipping	\$31.59
Recycling	15,081.76	5.94%			<b>Settlement Agreement</b>	<b>\$15.00</b>
<b>Settlement Agreement</b>	<b>71,878.07</b>	<b>28.32%</b>			<b>TOTALS</b>	<b>\$117.21</b>
<b>TOTALS</b>	<b>253,800.33</b>	<b>100.00%</b>				
Full Freight	50,638.49	30.35%				
Other (SWMA)	116,202.01	69.65%				
TOTAL	166,840.50	100.00%				
<b>Fixed Costs</b>		<b>Full Freight</b>	<b>Other (SWMA)</b>	<b>Recycling</b>	<b>Settlement Agreement</b>	
<b>Total Fixed Costs</b>	6,162,241.06	1,229,496.36	2,821,370.63	366,183.29	1,745,190.77	
<b>Variable Costs</b>						
<b>TOTAL Variable Costs</b>	14,734,314.55	3,512,759.67	8,060,859.14	3,160,695.74	-	
<b>Total Operational Costs</b>	20,896,555.61	4,742,256.04	10,882,229.77	3,526,879.03	1,745,190.77	
<b>Total Cost Per Ton</b>	82.33	93.65	93.65	96.11	24.28	
<b>Revenue Generated</b>		\$ 3,576,090.16		\$ 622,783.58	\$ 1,078,171.05	
<b>Profit/(Loss)</b>		\$ (1,166,165.87)	\$ (10,882,229.77)	\$ (2,904,095.45)	\$ (667,019.72)	

70) In the FY 2022 Budget Support Act, the Committee raised the solid waste diversion, recycling, and transfer fees. What has been the effect on revenues at the transfer stations as a result of these fee changes? What has been the effect on tonnage of waste processed at the stations by haulers?

Response: See below.

FY2022				
Category	Total Tonnage	Weighted Average	Category	Fees Charged
Full Freight	53,788.84	17.73%	Full Freight Tipping	\$70.62
Other (SWMA)	121,416.45	40.03%	Recycling Tipping	\$31.59
Recycling	27,628.83	9.11%	Settlement Agreement	\$8.66
Settlement Agreement	100,510.88	33.13%	<b>TOTALS</b>	<b>\$110.87</b>
<b>TOTALS</b>	<b>303,345.00</b>	<b>100.00%</b>		
			<b>Full Freight</b>	<b>Recycling</b>
				<b>Settlement Agreement</b>
<b>Revenue Generated</b>			<b>\$ 3,798,567.88</b>	<b>\$ 622,783.58</b>
				<b>\$ 870,424.22</b>
FY2023				
Category	Total Tonnage	Weighted Average	Category	Fees Charged
Full Freight	50,638.49	19.95%	Full Freight Tipping	\$70.62
Other (SWMA)	116,202.01	45.78%	Recycling Tipping	\$31.59
Recycling	15,081.76	5.94%	Settlement Agreement	\$15.00
Settlement Agreement	71,878.07	28.32%	<b>TOTALS</b>	<b>\$117.21</b>
<b>TOTALS</b>	<b>253,800.33</b>	<b>100.00%</b>		
			<b>Full Freight</b>	<b>Recycling</b>
				<b>Settlement Agreement</b>
<b>Revenue Generated</b>			<b>\$ 3,576,090.16</b>	<b>\$ 622,783.58</b>
				<b>\$ 1,078,171.05</b>

71) Please provide an update on the agency's schedule for cleaning bike lanes. Are the designs of any bike lanes an impediment to sweeping?

Response: DPW employs a regular schedule for bike lane cleaning in all 8 wards. Each ward is completed in approximately one week and then the team pivots to the next ward. The wards with the most bike lines are Wards 2 and 6. Residents can put in Service Requests for bike lane cleaning through DDOT, and DPW works with DDOT to complete the request.

The agency just received four (4) new bike lane sweepers and has four (4) more on the way.

72) How many specialized bike lane sweeping vehicles does the agency currently have? Is there funding or planning to procure more?

Response: DPW's Fleet division received four (4) pieces of equipment specifically to clean bike lanes in November 2023 and will receive an additional four (4) pieces of equipment in January 2024.

73) In the FY24 budget, the Council allocated \$346,666 in FY24 for DPW to seek out a contract or partnership with a private company to place and manage four standalone public restrooms. Please provide an update on this initiative.

Response: The requisition for the Public Restrooms was submitted to OCP on November 3, 2023. Upon receipt of the requisition on November 3, 2023, OCP issued a Notice of Intent to Award a Sole-Source and is currently awaiting

compliances to include an approved DSLBD waiver before a contract can be awarded.

- 74) Please provide an update on any efforts by the agency to enter into a Memorandum of Understanding with National Park Services that would allow DPW to be compensated for its efforts to clean up illegally dumped materials on federal lands. If no efforts have been made to date, why not?

Response: DPW does not provide regular services for the National Park Service (NPS) and, therefore, we do not have an MOU in place. For special instances directed by the Mayor, D.C. Council, or Agency Director to act on NPS property, DPW gains permission prior to entry. Again, these represent exceptions, and are not regular practice.

- 75) The Committee appreciates that DPW is making an effort to make the agency's approach to litter can installations and removals more collaborative and transparent, by having ANCs weigh in on these requests? Please provide a status update on this new process, as well as any changes that have been made to it since it's been implemented.

- a) Please provide a list of all litter can installation and removal requests, by ward, and include whether or not DPW acceded to the request.

Response: See Attachment for Question #75. In addition, DPW has worked over the last several months to solidify a Standard Operating Procedure that outlines the litter can installation, repair, and removal process. DPW then named and trained a point person to handle the process to ensure each request is handled equitably.

DPW is working with our sister agencies and Business Improvement Districts (BIDs) to conduct a full public litter can field survey to ensure that our inventory is correct and up to date. This information will feed into a new public website.

To ensure greater transparency in the process, DPW is in the process of creating a public website where residents can find public litter can information and enter a 311 request. This site will show the locations of current litter cans, how many have been removed, repaired/replaced, and added.

- 76) Please provide the number of requests for repair and replacement of residential bins, and how many requests were completed in FY 2023 and FY 2024, to date.

- a) What is the average delivery time for a new bin request?

Response: The numbers below are totals for FY23 and FY24 to date (through January 16):

- 3,761 closed service requests for trash cart deliveries. The average time to complete those requests was 42 days.
- 574 trash cart repair requests. The average time for a trash cart repair was 98 days.
- 454 closed requests for recycling cart repairs. The average time to resolve the closed requests was 86 days.
- 3,737 closed requests for recycling cart deliveries. The average time to resolve the closed requests was 28 days.

b) Many residents have reported very long waits for replacement containers this year. What can be done to improve on this timeline for the remainder of the FY?

Response: DPW expanded our container replacement program from one to three crews. However, there are instances where other service requirements, such as trash and recycling collection, take precedence, hence causing delays in can replacements. If DPW can consistently maintain the three crews daily (which is necessary for this program), it will reduce the wait time.

c) Are SWEEP inspectors able to proactively request repair or replacement bins based on their observations?

Response: Inspectors, while checking for compliance with sanitation regulations, can identify and generate repair/replacement service requests in 311.

77) DPW has shared that the agency is collaborating with the Downtown Business Improvement District (BID) to ensure the agency is providing effective support to the BID, including through delivering mulch and lending street sweeping equipment. Can DPW share more information about this collaboration and how DPW will be supporting the BID?

Response: Given the extra support needed in the Downtown/Chinatown area, DPW has been collaborating with the Downtown BID to provide equipment and support for cleaning their area. This included one Sweeper and access to DPW's roll off boxes. We regularly communicate with the BIDs to see if they need additional support.

DPW participates in a monthly meeting with all BIDs to ensure we are appropriately coordinating and collaborating. One example of this collaboration

is working with the BIDs to inventory their public litter cans to get a better census of the bins throughout the District.

## *II. Waste Diversion*

78)The Council funded 9 FTEs in the FY 2023 budget in the Office of Waste Diversion.

- i) What is the status of filling these positions?
- ii) How many vacancies are there currently in the Office? Out of how many staff? What is the agency's hiring plan for any vacancies?

Response: The Office of Waste Diversion (OWD) worked hard to fill vacancies over the past year. The office currently has one vacant position out of 22 total staff positions. OWD is actively seeking to fill this position (Recycling Outreach Coordinator) as soon as possible, to advance the high performance and productivity of the team.

79)The Solid Waste Diversion Fund required by the Sustainable Solid Waste Management Amendment Act of 2014 was created in February 2019 and started receiving revenue on March 1, 2019. Please describe how these funds were used and how much was spent during FY 2023 and FY 2024, to date.

Response: The solid waste diversion fund spent \$31,017.79 in FY 2023 and \$25,533.76 year to date in FY24. The funds were used to pay for a program analyst's salary that was hired late in FY23.

80)In March 2021, DPW submitted the Solid Waste Diversion Progress Report for 2018, a report that is required to be submitted annually; this was a three year delay in issuing the report. In DPW's FY 2021 performance oversight responses, the agency noted that it was committed to submitting the CY 19 and CY 20 reports together by October 2022, but neither report appears to have been released yet.

- i) What is the status of the CY 19, CY 20, CY 21, and CY22 reports?

Response: The Annual Solid Waste Diversion Report, 2019-2022, is currently pending final review and approval by EOM. Once approved, the document will be made available to the public.

81)With respect to citywide waste diversion, please provide the committee with the number, type, and notified agency for any violation notifications in FY 2023.

- i) DPW stated in its FY 2021 oversight responses that it would be hiring an education and outreach specialist to develop janitorial training in FY 22. Has this position been filled? If so, what is the status of janitorial training?

Response: Training materials for building staff and janitors – including fliers, checklists, and instructional videos – are available on the Zero Waste DC website at <https://zerowaste.dc.gov/resources-multi-family>. Training materials are distributed upon request and proactively distributed by the Office of Waste Diversion during on-site building visits by Recycling Outreach Specialists and at community engagement events. Recycling Outreach Specialists are also available to conduct in-person or online training for building staff.

- ii) What additional steps did DPW take in FY 2023 and FY 2024, to date, to increase the diversion rate for District buildings and agencies?

Response: Waste in District buildings is managed by the Department of General Services (DGS). DPW did not deploy any direct diversion activities, but meets with DGS regularly to discuss diversion ideas and strategies.

- 82) What is the most up-to-date estimate of the citywide residential diversion rate? What does DPW estimate is the citywide diversion rate including residential, commercial, and apartment buildings?

Response: The most up-to-date estimates of the residential and citywide waste diversion are available for CY 2022 and will be published in the Annual Solid Waste Diversion Report, 2019-2022. This report is currently pending final review and approval by EOM and will then be made available to the public.

- 83) How much food waste was collected at each site of the Food Waste Drop-Off Program in FY 2022, FY 2023, and FY 2024, to date? To what extent has participation increased or decreased since the Program started?

Response: See below. As of January 7<sup>th</sup>, 2024, the participation and collection totals are:

<b>Program Totals (by Fiscal Year)</b>		<b>Total Visitors</b>	<b>Drop-Off Participants</b>	<b>Total Organics Weight (lbs)</b>
FY 2017		9,037	7,446	55,594
FY 2018		44,431	41,309	282,557
FY 2019		79,525	74,474	485,233
FY 2020		96,022	91,535	641,474
FY 2021		122,922	118,274	826,098
FY 2022		133,163	128,046	888,761
FY 2023		142,222	137,352	976,749
FY 2024 YTD (ends 9/30/24)		29,749	28,603	227,989
<b>Program Totals to Date</b>		<b>657,071</b>	<b>627,039</b>	<b>4,384,455</b>



- i) The Compost Drop-Off Program Act of 2016 requires that DPW establish one drop-off site in each ward to operate year-round (D.C. Official Code § 8–761). Please provide a list of drop-off sites, by ward.

Response: See below.

Market	Ward
Columbia Heights Farmers Market	1
Mt. Pleasant Farmers Market	1
Dupont Circle Farmers Market	2
Cleveland Park Farmers Market	3
Palisades Farmers Market	3
University of the District of Columbia Farmers Market	3
Uptown Farmers Market	4
Monroe Street Farmers Market	5
Eastern Market	6
SW Waterfront Farmers Market	6
First Baptist Church of Deanwood - Outreach Center	7
Ward 8 Farmers Market	8

- ii) What are DPW’s plans to expand the number of year-round sites? How many additional sites have been added/will be added, and where are those sites? How does participation at those sites compare to the previously existing sites? Has DPW done (or does it plan to do) any assessments of the current sites’ ability to meet demand?

Response: OWD is exploring the following to increase the number of year-round sites:

- i. Maintaining weekly Food Waste Drop-Off (FWDO) events for locations at seasonal farmers markets through the winter season when the farmers markets are closed.
- ii. Deploying public food waste collection “smart bins” for 24/7 access to food waste drop off locations. These types of bins are lockable and accessible to registered participants via remote Bluetooth technology – a model currently being used successfully in New York City and Boston. OWD submitted a requisition to acquire 30 public food waste collection “smart bins” that can be placed in conveniently located, high trafficked areas throughout the District.
- iii. OWD is evaluating possible relocations of the food waste drop off locations in Wards 7 and 8 with the goal of increasing food waste drop off participation in those wards.

84) In the FY 2022 and 2023 budgets, the Council provided funding to implement nearly all provisions of the Zero Waste Omnibus Amendment Act.

i) What is the status of the agency's work to implement those provisions?

Response:

**Initiatives Underway:**

1. Impose a surcharge on disposal of contaminated recycling loads at transfer facilities. (D.C. Official Code § 8-1031.11)
  - Rulemaking was promulgated in FY21 to implement this program. While inspections of recycling loads started following the implementation of the Zero Waste Omnibus Act, pandemic-related staffing shortages resulted in the re-assignment of inspections staff and paused inspections. OWD re-staffed seven (7) Solid Waste Monitor worker positions in May 2023 who screen incoming recycling loads for contamination at the Fort Totten Transfer Station.
2. Require solid waste collections reporting from haulers using District transfer facilities. (§ 8-1031.05)
  - All registered haulers must report required information in the Solid Waste Collectors Registration and Reporting System with enforcement managed by DPW's SWEEP.
3. Establish grant program to assist in lease or purchase of on-site organic processing systems for businesses or nonprofits (§ 8-1031.12c)
  - Grant program design is underway.
4. Develop source separation training and outreach programs for janitorial staff and property managers by January 1, 2022 (§ 8-1031.03(f)(1))
  - Trainings materials for building staff and janitors – including fliers, checklists, and instructional videos – were published and are available on the Zero Waste DC website at <https://zerowaste.dc.gov/resources-multi-family>. Training materials are distributed upon request and proactively distributed by the Office of Waste Diversion during building on-site visits by Recycling Outreach Specialists and community engagement events. Recycling Outreach Specialists are also available to conduct in-person or online training for building staff.
5. Require source separation plans for large commercial entities by January 1, 2022 (§ 8-1031.04(b)(1))
  - In FY 2023, the Council funded six (6) positions to review and verify, through on-site evaluation, implementation of the source separation plans required for private collection properties. The six staff positions were recruited and filled in FY23 with on-site evaluations and source separations plan requirements starting in FY24.
6. Complete an Organics Management Plan by January 1, 2023 (§ 8-1031.04)

- In FY23, OWD applied for and was awarded a USEPA grant to support the completion of an Organics Management Plan during the project period of October 1, 2023 – September 30, 2026.
7. Source separation of commercial food waste by large generators (§ 8-1031.03a)
- OWD is identifying, notifying, and following up with covered entities to ensure compliance through on-site inspection and provide technical assistance. OWD received a USEPA grant to educate commercial entities on source separating food waste.

**Initiatives Not Underway:**

1. Establish collection point for waste collectors for source-separated glass by January 1, 2022 (§ 8-1031.03b)
  - Glass bunkers are being evaluated as possible elements for the new Zero Waste Campus at Benning Road.
2. Require DPW to approve any onsite in-vessel composting or processing system regarding the processing of back-of-house commercial food waste (§ 8-1031.03a)
  - Provision is unfunded.
3. Complete a public recycling infrastructure study and plan, establishing uniform scheme for public collection property waste containers, by January 1, 2023 (§ 8–1031.03(e)(1))
  - Provision is unfunded.
4. Conduct a variable rate pricing (Save-As-You-Throw) study and pilot by July 1, 2022. (§ 8-1031.12e)
  - Provision is unfunded.

85) Please describe actions taken under the Home Composting Incentive Program and any additional planned actions for FY 2023.

Response: Between 2019 and 2022, the Home Composting program issued 304 rebates for the purchase of home composting equipment. A program performance survey from 2022 confirmed that 97% of the bins distributed were still in use at that time. The service contract which supported this program expired at the end of FY22.

DPW submitted a requisition for a new contract in FY23 but a contract was not awarded because no responsive bids were received. DPW submitted a requisition for a new contract in FY24.

86) What recommendations has the Interagency Waste Reduction Working Group made to the agency in FY 2023 and FY 2024, to date, and which recommendations have been acted upon?

Response: The Interagency Waste Reduction Working Group collaborated in FY23 to recommend 43 zero waste actions through the draft Zero Waste DC Plan. The Plan is currently under review with the Mayor's Office. Agency staff in DPW, DOEE, DGS, and DPR continue to collaborate on zero waste efforts including waste reduction messaging campaigns, recycling promotion, and grant applications for future initiatives.

87) What is the status of development of the Zero Waste DC plan? When will it be published?

Response: The Zero Waste DC Plan was completed and is currently under review with the Mayor's Office.

88) In March 2021, DPW published the waste characterization final report required by the Sustainable Solid Waste Management Amendment Act of 2014. The study found that non-residential municipal solid waste both makes up the greatest percentage of the District's waste generation, as well as being the source of the greatest projected increase in waste generation through 2038. In its FY 2021 oversight responses, DPW stated that the Zero Waste DC Plan will articulate the strategies the District will take to address the projected growth in waste generation from the commercial sector.

i) Please provide an update on DPW's plan to address this projected growth to meet the District's Zero Waste goals.

Response: The Zero Waste DC Plan will articulate the strategies the District will take to address the projected growth in waste generation from the commercial sector. The Zero Waste DC Plan is under review with the Mayor's Office.

In FY23, the Office of Waste Diversion hired six Recycling Outreach Specialists to conduct outreach, technical assistance, and on-site visits to commercial multi-family properties to help these entities run compliant recycling programs and support waste diversion efforts in the commercial sector.

89) In June 2021, DPW began addressing contamination in the commercial stream by assessing haulers an administrative fee at the point of tipping for recyclables that exceed a contamination threshold. This was required by the Zero Waste Omnibus Amendment Act of 2021.

i) How many inspectors were in place to do this work in FY 2023?

Response: OWD hired 7 recycling contamination monitors in FY 23 to address contamination in the commercial stream.

ii) How many fees were assessed? Against how many haulers?

Response: We assessed fees for 3 haulers in September 2023, totaling \$924.83.

90) DPW has informed the Council that it is working to procure additional Materials Recovery Facility capacity to help address recyclables contamination. The estimated tonnage per the last contract was 35,000 tons/year for both FY 2020 and FY 2021.

i) How much capacity did DPW procure in FY 2023, and FY 2024 to date?

Response: This specific question is unclear. DPW requests further clarification from the Committee regarding the question.

ii) As of last year's performance oversight hearing, the new contract had not yet been awarded. Has the new contract been awarded? If so, what is the capacity? If not, why not, and when does DPW anticipate awarding the new contract?

Response: A new contract has not yet been awarded. DPW is working with OCP on this process.

91) Please provide an update on the Office of Waste Diversions campaign to reduce recyclables contamination—specifically:

i) The Recycling Screening Initiative at the Ft. Totten Solid Waste Transfer Station.

Response: In FY23, OWD hired seven Solid Waste Monitor Workers to screen incoming recycling loads at Fort Totten Transfer Station and issue fines to solid waste collectors with excessive contamination.

ii) Distribution of a toolkit of resources to help multi-family property owners, janitorial staff, and tenants with compliance. Does OWD proactively continue to disseminate these materials?

Response: Yes. In FY23, OWD hired six Recycling Outreach Specialists to carry out proactive outreach and recycling education for multi-family residential properties. Through site visits and educational events, materials from OWD's multi-family toolkit are routinely distributed to property owners, janitorial staff, and tenants.

iii) Implementation of a public education and outreach campaign, including digital, print, and direct messaging.

Response: OWD carries out continual public education and outreach including, but not limited to, participating in events with commercial

businesses and community groups to discuss recycling and recycling contamination. In FY23, DPW mailed information to all DPW-serviced households regarding the most common and highest risk sources of recycling contamination.

- iv) Implementation of a large-scale residential recycling cart tagging campaign.

Response: OWD did not implement a large-scale residential recycling cart tagging campaign in FY23.

- v) Any other initiatives launched.

Response: None.

- 92) Please describe DPW's efforts on glass recycling during FY 2023 and any planned activities for FY 2024. The Zero Waste Omnibus requires the agency to establish a glass recycling collection point for waste collectors to bring source-separated glass for transfer to a glass recycling facility – what have been the agencies efforts to implement this legislative mandate? If none, why?

Response: The agency continues to collect glass in its residential recycling program. Glass bunkers are being evaluated as possible elements for the new Zero Waste Campus at Benning Road.

- 93) The Special Events Waste Diversion Act of 2013 requires applicants for a special event permit to submit a waste diversion plan. District regulations require that special event permit holders “shall provide infrastructure onsite for the separation and recycling of recyclable waste generated at the event. A permit holder who violates this subsection shall be subject to a fine of up to \$5,000 per day.” How many violations were issued in FY 2023 and FY 2024, to date?

Response: DPW did not issue any fines for violations of this requirement in FY 2023 and it has not issued any fines for violations in FY 2024, to date.

- 94) The source separation requirements for certain large commercial generators required under the Zero Waste Omnibus Amendment Act went into effect last January.

- a) In last year's performance oversight pre-hearing responses, DPW described its outreach efforts to covered commercial generators. Are these ongoing? Have all covered entities been advised of the law?

Response: Yes, the outreach efforts to covered commercial generators are ongoing. DPW staff is contacting the entities that need to come into

compliance this year and sending them formal notifications. All covered entities have been advised of the law and received a guide in November 2023 which explains the requirements and deadlines for compliance. Additionally, DPW staff is following up with site visits, emails, and phone calls to ensure that the entities are aware and prepared.

- b) The agency created an online training certification program called Food Waste Ready? Is this currently being offered to covered entities? What has been the engagement?

Response: The Food Waste Ready training program is expected to be online by Summer 2024. DPW is working with several program partners, including a grocery store, university food service, and catering company, to create content that is directly applicable to commercial food waste management operations. The program will target 3,300 food waste generating entities in the District, including but not limited to the 77 covered entities in fiscal years 2023 and 2024. The program will also be offered to a wider range of food waste generating entities such as restaurants. Food waste generators will be notified of this training program through direct mail, email, and online marketing.

- c) Is DPW tracking compliance? If so, please share compliance rates among covered entities.

Response: Of the entities covered by this requirement starting January 1, 2023, 86% of covered grocery stores and 75% of covered universities are in compliance based on on-site visits by DPW staff. DPW is offering technical assistance to non-compliant entities to help them come into compliance.

Compliance evaluations of entities covered by this requirement effective January 1, 2024 are ongoing.

- d) The next tier of commercial generators was required to come into compliance with the law this January 1, 2024. Please describe DPW's efforts to these generators.

Response: All covered entities as of January 1, 2024 were notified about the requirements through direct mail in November 2023. DPW distributed a *Commercial Food Waste Diversion Guide* that was mailed to the more than 3,300 food service entities within the District.

- 95) The Council funded a residential curbside composting pilot program during the FY 2023 budget, and the pilot began at the end of FY23. Please provide an update on the status of the program and any plans DPW is considering to expand the program District-wide.

Response:

**Program:** In August 2023, DPW launched the Curbside Composting Pilot Program. The new Pilot Program provides approximately 9,000 single-family households with free weekly collection of food waste. The Pilot Program is currently funded for one year and is intended to demonstrate DPW's ability to successfully divert food scraps through a curbside collection program and to provide critical learnings for the possible launch of city-wide residential curbside composting in the future.

Making food waste diversion accessible to residents is the single most meaningful step the District can take toward meeting its 80% zero waste goal. In addition to supporting our waste diversion goals, collecting food waste in such a way also addresses the District's need to address vector activity and greenhouse gas emissions.

Residents are also very supportive of this initiative and hope it expands. One resident provided the following statement over email in reference to the Curbside Composting Pilot Program, "...thank you to everyone who was involved in bringing this program to the District. I have been wanting to compost for years but just never could get myself together to begin collection on my own and bring it to the city's drop-off locations. I really hope home collection will go a long way in increasing composting around the city. I'm very grateful for your efforts!"

**Funding:** DPW used a total of \$3,734,336 in enhancement funding to support the launch of the Curbside Composting Pilot Program. Across FY23 and FY24, DPW anticipates spending a total of \$5,047,579 across three categories:

- Collections, Hauling, and Processing: \$4,268,003
- Materials and Equipment: \$682,680
- Outreach and Education Materials: \$96,896

DPW hopes to expand this pilot in Fiscal Year 2025.

**Results:** As of December 31, 2023, 299.1 tons (598,200 lbs.) of food waste have been collected and diverted from landfill and incineration with an average 67.41% participation rate among residents in the program. This is quite high given the trends DPW observes from surrounding jurisdictions, which tend to cap out around 20-25%.

*III. Snow Removal/Leaf Collection/Christmas Tree Removal/Mowing*



96) Please describe how DPW tracks and confirms that 311 requests that are closed out are completed. Does DPW audit its 311 request system?

Response: DPW is working through initial discussions for a new and improved process for tracking, confirming, and auditing 311 requests. We are currently exploring systemic enhancements to our Rubicon system, which will be instrumental in making this possible. With Rubicon's advanced technology, we will be able to track our operational status better and capture pictures and AVL/breadcrumb data during operations. The system is in its initial implementation phase and we are looking forward to rolling out bulk operations soon. We believe that this technology will be instrumental in addressing 311 requests in a more efficient and timely manner.

97) Under the Winter Sidewalk Safety Amendment Act of 2014, District property owners are required to clear snow and ice from sidewalks, handicap ramps, and steps abutting their property within the first 8 daylight hours of the end of the snowfall.

i) How many tickets and/or warnings were issued under this provision in FY 2022, FY 2023, and FY 2024, to date? Please break down by residential and commercial notices.

Response: See below.

<b>FY</b>	<b>Residential Tickets</b>	<b>Residential Warnings</b>	<b>Commercial Tickets</b>	<b>Commercial Warnings</b>
FY 2022	1	2	9	3
FY 2023	0	0	1	0
FY 2024 (as of 1/26/24)	118	0	11	0

ii) How many complaints were reported to enforcement in FY 2022, FY 2023, and FY 2024, to date? Please break down by residential and commercial notices.

Response: See below.

<b>FY</b>	<b>Residential</b>	<b>Commercial</b>
FY 2022	282	56
FY 2023	23	1
FY 2024 (as of 1/26/24)	0	0

98) How much salt, by weight, has been used during winter weather in FY 2022, FY 2023, and FY 2024, to date?

Response: See below.

<b>FY</b>	<b>Salt by Ton</b>
FY 2022	18,191
FY 2023	119
FY 2024 (as of 1/23/24)	8,088

99) Where can residents pick up compost/mulch provided for free by the District during FY 2024?

Response: Residents can retrieve up to 5 bags of compost/mulch from the Fort Totten Transfer Station, Tuesday through Friday, 10 am to 2 pm, or on Saturdays from 7 am to 2 pm.

100) What was the total amount of leaves collected (either in cubic yards or tons) through DPW's leaf collection program in FY 2022, FY 2023, and FY 2024, to date? What facility processes the leaves?

Response: See below.

<b>WASTE PROCESSED LEAF (in Tons)</b>				
<b>Tonnage</b>	<b>FY2021 11/9/2020 - 01/30/2021</b>	<b>FY2022 11/1/2021 - 1/15/2022</b>	<b>FY2023 11/7/2022 - 01/28/2023</b>	<b>FY2024 -- 10/30/2023 - 01/20/2024</b>
<b>TSWMA</b>	5,448.51	4,227.72	6,978.02	5,882.1
<b>Benning Road Transfer Station</b>	1,347.72	4,183.24	6,978.02	5,882.1
<b>Fort Totten Transfer Station</b>	4,100.79	44.48	N/A-	N/A

101) Please provide an update on the final timetable for 2024 leaf collection, including any delays and the reasons for such delays.

Response: DPW began leaf collection on October 30, 2023. All sections in pass one were completed by December 24, 2023. Pass two began on December 26, 2023. We expect to be completed with leaf collection by February 10, 2024. We had a week of delays due to snow events that took place January 15-20, 2024.

During this week, no leaves could be collected because of snow. Due to our new communications strategy of notifying residents two weekends in advance as opposed to publishing a full schedule ahead of time, residents should not experience a delay in collection.

102) How is DPW enforcing the regulations that prohibit residents from blocking thoroughfares, sidewalks, drains, and gutters with leaves? How many warnings and citations has DPW issued for this violation in FY 2021, FY 2022, FY 2023, and FY 2024, to date? Please break down by commercial and residential notices.

Response: DPW is enforcing this regulation. See Attachment for Question #102.

*IV. Parking Enforcement Management Administration*

103) Please list the number of parking enforcement officers, booting staff, and towing staff, in FY 2021, FY 2022, FY 2023 and FY 2024, to date. Please also note the number of vacant positions for each of these categories.

Response: See below.

Division/Position Title	FY2021			FY2022			FY2023			FY2024		
	As of PPE 9/25/21			As of PPE 9/24/22			As of PPE 9/23/23			As of PPE 1-13-24		
	Filled FTE	Vacant FTE	Total FTE	Filled FTE	Vacant FTE	Total FTE	Filled FTE	Vacant FTE	Total FTE	Filled FTE	Vacant FTE	Total FTE
<b>Parking Enforcement Officer Frontline</b>	<b>207</b>	<b>52</b>	<b>259</b>	<b>209</b>	<b>60</b>	<b>269</b>	<b>179</b>	<b>73</b>	<b>252</b>	<b>184</b>	<b>78</b>	<b>262</b>
Lead Parking Enforcement Officer	16	3	19	14	5	19	15	2	17	15	2	17
Parking Enforcement Officer	191	49	240	195	55	250	164	71	235	169	76	245
<b>Motor Vehicle Operator</b>	<b>36</b>	<b>13</b>	<b>49</b>	<b>44</b>	<b>5</b>	<b>49</b>	<b>44</b>	<b>5</b>	<b>49</b>	<b>43</b>	<b>6</b>	<b>49</b>
<b>Booter</b>	<b>5</b>	<b>3</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>8</b>	<b>13</b>	<b>7</b>	<b>20</b>	<b>13</b>	<b>7</b>	<b>20</b>

**Note:** FY23 and FY24 - Total FTE counts were not modified to account for recognized position cuts.

FY24 - 1 PEO was appointed on 1-2-24, but unprocessed to date, added to PEO Filled FTE count.

104) For FY 2021, FY 2022, FY 2023 and FY 2024, to date, please provide:

The number of citations, by type, issued by PEMA officers;

- a) The total value of citations issued;

Response: See below and Attachment for Question #104.

Please list the number of citations, by type, that PEMA officers wrote in FY 2021, FY 2022, FY 2023, FY 2024 TOTAL	Ticket Count	Total Value of Tickets Issued/Potential for Collection
FY 2021	670,814	\$38,008,445
FY 2022	1,223,525	\$70,623,460
FY 2023	1,303,207	\$75,683,915
FY 2024, Q1	274,058	\$16,085,290
<b>TOTAL</b>	<b>3,471,604</b>	<b>\$200,401,110</b>

b) The number of appeals and result of those appeals; and,

Response: See below.

Tickets Contested	FY21	FY22	FY23	FY24 Q1
Contested	84,273	143,353	148,097	10,976
Dismissed	43,667	63,094	78,495	7,974
Percent of dismissed due to Officer error	equal to or less than 1%	equal to or less than 1%	equal to or less than 1%	equal to or less than 1%

c) Total revenue collected.

Response: DPW does not maintain figures for total revenue collected. OCFO is the more appropriate agency for this query. See above for total value of tickets issued/potential for collection.

- 105) What is the current shift and deployment plan for PEOs, booters, and tow crews? In answering, please specify:
- Shift time;
  - Type of team (PEO, Booter, Tow Crew);
  - Focus of shift, if applicable (e.g. scofflaw vehicles, rush hour vehicle relocation, RPP);
  - Geographic coverage of shifts.

Response: See below.

### Booting

DPW has 6 booting teams that work from 6am-2:30pm with a release crew working until 7:00pm. DPW intends to fill 7 vacancies within the next quarter. The addition of 4 more teams will create a shift from 10:30am-7:00pm. Each team focuses on a different quadrant of the city.

### **Parking Enforcement Officers (PEOs) Deployment**

1. 6AM-2:30PM, Monday-Friday

- Erica Woodhouse, Supervisor-Ward 1
- Deborah Daise, Supervisor-Ward 2
- Jarvis McNeal, Supervisor-Ward 3
- Adrian Dixon, Supervisor-Wards 4 & 5
- Georgina Watts, Supervisor-Wards 6, 7 & 8 (Tuesday-Saturday)

This shift's first priority is the enforcement of the AM Rush hour restrictions from 7am-9:30am. After AM rush hour, they perform RPP and general violation enforcement as well as street cleaning during the appropriate period in the year.

2. 8AM-4:30PM, Monday-Friday

- A. Weaver, Supervisor-Ward 2
- S. Hopson, Supervisor-Wards 2 & 6
- L. Garcia- Supervisor Ward 2

This shift's primary responsibility are general violations and RPP.

3. 10:30AM-7PM, Monday-Friday

- A. Gibson, Supervisor-Ward 2
- M. Ward, Supervisor-Ward 2
- J Chase, Supervisor-Ward 2 (Tuesday- Saturday)

This shift's primary responsibility are general violations, RPP and PM Rush Hour from 4pm to 6:30pm.

4. 2:30pm-11PM, Monday through Friday

- H. Garcia, Supervisor-Ward 1
- David Wooden, Supervisor-Ward 2 (Tuesday-Saturday)
- P. McClean, Supervisor-Wards 3, 4, & 5
- Cliff Weaver, Supervisor-Wards 6, 7 & 8

This shift's responsibilities are general violations and RPP

5. 8PM-4:30am- Monday – Friday
  - L. Polk, Supervisor-City Wide

This shift's primary responsibility is the enforcement of general violations.

6. 10PM-6:30AM, Sunday-Thursday
  - Roena Cabness, Supervisor-City Wide
  - John Dews, Supervisor-City Wide

This shift's primary responsibility is the enforcement of Registration of Out Of State Automobiles (ROSA) for failure to secure DC tags and general violations.

### **Tow Crane Deployment**

1. 6AM to 2:30PM Shift
  - 22 Crane Operators City Wide

Primary responsibilities are the enforcement of the AM rush hour from 7am-9:30am Monday -Friday. After Rush Hour enforcement, cranes perform Abandoned Auto Removal, Booted Vehicle removals from public space, Support DDOT paving and speed hump programs, perform relocations for various general violations, impound identified scofflaw vehicles, provide Pepco support, provide Washington Gas support, provide DC Water support.

2. 10:30am to 7PM Shift
  - 23 Crane Operators City Wide

Primary responsibilities are the enforcement of the PM rush hour from 4PM-6:30PM Monday -Friday. Prior to Rush Hour enforcement, cranes perform Abandoned Auto Removal, Booted Vehicle removals from public space, Support DDOT paving and speed hump programs, perform relocations for various general violations, impound identified scofflaw vehicle, provide Pepco support, provide Washington Gas support, provide DC Water support.

106) Regarding DPW's participation in the Nightlife Task Force:

- a) For FY 2023 and FY 2024, to date, please provide information on the enforcement actions taken (citations issued, vehicles immobilized or impounded) as a result of DPW's involvement in the Nightlife Task Force.

Response: See below.

**FY2023**

Event	# Of Tickets	Relocations	# Of Impounds
Night Life	24,443	1,880	428

**FY2024 To Date**

Event	# Of Tickets	Relocations	# Of Impounds
Night Life	8,585	573	65

107) Please indicate the types of vehicles used by parking enforcement officers: how many of their available vehicles are compact cars, sedans, vans, segways, bicycles, or other vehicles?

Response: See below.

Vehicle Make	Vehicle Type	Inventory Count
Prius & Bolt	compacts	48
Honda	Sedans	24
Dodge Caravans	Vans	12
Ford, Toyota	Pickup Trucks	35
Dodge Pacifica	Van	6
Ford Transit	van	19
Segways		38
Bicycles		35

a) Why has the Department ceased use of bicycles for PEO use?

Response: PEMA has not ceased bicycles as a part of our enforcement. It is voluntary for an officer to ride a bicycle.

108) How many citations have been issued to vehicles blocking bike lanes in FY 2021, FY 2022, FY 2023 and FY 2024, to date? How many were issued by mail?

Response: See below.

Ticket Served	FY21	FY22	FY23	FY24 Q1	Grand Total
AFFIXED TO VEHICLE	1,004	1,417	1,342	287	4,050
SENT BY MAIL	941	656	372	166	2,135
Misc	83	32	100	24	239

109) How many citations have been issued to vehicles in pick-up/drop-off zones established by DDOT (e.g. for parking longer than allowed)?

Response: See below.

Violation	FY21	FY22	FY23	FY24 Q1
Pick-up/Drop Zones	3,588	6,716	6,517	966

110) What is DPW’s policy for enforcing parking in or blocking of public alleyways?

Response: DPW officers are required to enforce vehicles parked or blocking an alley. When that behavior is observed, Parking Enforcement Officers take appropriate action.

111) Please list the number of vehicles booted in FY 2021, FY 2022, FY 2023 and FY 2024, to date, broken down by reason for booting and state the vehicle is registered to.

Response: See the charts below. Please note that vehicles become boot-eligible when two or more tickets remain unpaid after 60 days of the issue date, regardless of the specific reason for the ticket(s).

Boots					
Fiscal Year	FY2020	FY2021	FY2022	FY2023	FY2024 Q1
Num Booted	3,242	1,360	9,341	6,699	1,152
Amt Due when booted	\$4,238,585	\$1,378,420	\$12,560,376	\$9,625,245	\$2,044,363

State	FY21	FY22	FY23	FY24
DC	576	4149	2742	418
MD	331	2414	1685	266
VA	338	1881	1566	408
Out of State	115	897	706	60

a) How many immobilized vehicles were ultimately towed and impounded, as opposed to those where the owner paid the fine and had the boot removed?

Response: See the category “BOOT IMPOUNDS” in the chart in the response to Question #112. Please note that DMV has the information for the second part of this question, regarding immobilized vehicles where the owner has paid the fine and had the boot removed.



112) How many boots were damaged and lost in FY 2023 and FY 2024, to date?

Response: Damaged boots are not tracked separately – they are normally repaired or counted as lost. For lost or “escaped boots,” see below.

<b>Boots</b>					
Fiscal Year	FY2020	FY2021	FY2022	FY2023	FY2024 Q1
Num Booted	3,242	1,360	9,341	6,699	1,152
Amt Due when booted	\$4,238,585	\$1,378,420	\$12,560,376	\$9,625,245	\$2,044,363
Number of Teams	2	2	4	4	6
Notes			<i>Teams increased to 4 in April 2022</i>	<i>Teams increased to 6 in September 2023</i>	
Escaped Boots	126	29	335	400	76
BOOT IMPOUNDS		673	3,019	1,913	454

a) Is the damaged boot fine sufficient to cover replacement costs?

Response: Yes, but it is important to note that any monies recovered from damaged/lost boot fines go into the District’s General Fund and do not go to DPW.

113) Please provide an update on implementation of the self-release boot program funded in Fiscal Year 2024.

Response: The requisition for the Self-Release boot program was submitted to OCP on November 3, 2023. Upon receipt of the requisition, the solicitation for the program was issued and it will close February 9, 2024.

114) Please list the number of towed vehicles in FY 2020, FY 2021, FY 2022 and FY 2023, to date.

- a) Please break these numbers down by reason for towing.
- b) How many of these towed vehicles were out-of-state vehicles?

Response: See below.

**Tows**

Fiscal Year	FY2020	FY2021	FY2022	FY2023	FY2024 Q1
DPW Impounds	4,654	3,570	7,253	6,366	1,275
DPW Relocations	17,519	18,871	28,298	31,069	5,133
DPW Transfers	347	221	794	1,903	155
DPW Miscellaneous		54	27	12	10
<b>DPW Totals</b>	<b>22,520</b>	<b>22,716</b>	<b>36,372</b>	<b>39,350</b>	<b>6,573</b>
<b>Contract Tows</b>	<b>8,046</b>	<b>7,881</b>	<b>9,605</b>	<b>10,400</b>	<b>2,419</b>

<b>Grand Total</b>	30,566	30,597	45,976	49,750	8,992
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<b>Out of State Tows</b>	19,740	29,901	33,288	5,995
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<b>Tow Reason</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>
ABANDON PRIVATE PROPERTY	28	20	7	1
ABANDON PUBLIC PROPERTY	188	107	23	1
ACCIDENT	3,932	3,860	3,270	763
AM IMPOUNDS	34	276	222	16
AM RELOS	3,212	6,471	6,561	1,029
AVI GENERAL			97	200
AVO TOWS	964	912	816	159
BOOT IMPOUNDS	673	3,019	1,913	425
BOOTPRI	2	13	2	
CITIZEN REQUEST	29	16	15	4
COURTESY	6,026	946	1,110	167
FLEET MAINTENANCE	24	6	10	4
GENERAL IMPOUNDS	1,636	2,716	3,113	446
GENERAL RELOS	4,870	9,370	11,690	2,433
MPD	8	6	12	3
OTHER	641	738	629	63
PARKED ON PRIVATE PROPERTY	678	943	1,102	294
PM IMPOUNDS	12	56	97	21
PM RELOS	2,594	6,647	6,053	1,014
SNOW IMPOUND		1		
SNOW RELOS	7	28	4	
STOLEN	2,026	1,987	4,199	951
STREET CLEANING IMPOUND	8	66	53	5
STREET CLEANING RELO'S	2,169	4,836	5,623	485
TRAFFIC IMPOUND	586	2,107	1,189	110
TRANSFERS	221	794	1,903	155
VIOLATE DC PARKING LAWS REGULATIONS	1	1	4	4
OTHER	28	35	33	2

115) How many times in FY 2022 and FY 2023, to date, DPW's impound facilities reached capacity, if any?

Response: The two impound lots typically reach capacity three to four times per week.

- a. Are there further plans to increase impound capacity? In what areas of the District could PEMA use new impound facilities to increase operational efficiency?

Response: Yes, DPW is currently reviewing a proposal for an additional impoundment lot within the city. Details regarding this additional lot are still being discussed.

- 116) Please provide the number of vehicles DPW cited for failing to comply with DC registration requirements in FY 2022, FY 2021, FY 2023 and FY 2024, to date. How many vehicles were booted for this reason during these years? How many of these vehicles were impounded?

Response: See below. Please note that vehicles can be booted for two or more unpaid tickets over 60 days old, and that DPW does not have a specific field category for booting for failing to comply with DC registration requirements.

<b>FAIL TO DISPLAY CURRENT TAGS</b>	<b>Ticket Count</b>	<b>Ticket Value</b>
FY 2021	54,138	\$5,413,800
FY 2022	112,540	\$11,254,000
FY 2023	114,094	\$11,409,400
FY 2024 Q1	25,438	\$2,543,800
<b>Grand Total</b>	<b>306,210</b>	<b>\$30,621,00</b>

- 117) Regarding the use of License Plate Readers:

- a) Please provide information on the number of vehicles equipped with LPRs in DPW's inventory, and how many additional devices would be required for every PEO-utilized vehicle to be equipped with LPR.

Response: DPW will equip all vehicles in the DPW/PEMA fleet that will enforce parking with LPRS, e.g., residential and visiting parking permits. We intend to equip an additional 67 vehicles in DPW's fleet with LPRs.

- b) Does DPW have any fixed/stationary LPRs? What is the potential for stationary LPRs to assist in PEMA operations?

Response: DPW does not have fixed/stationary LPRs.

c) Please provide an update on the acquisition of LPRs for PEMA vehicles from DDOT, including any contract/MOU documents (if not provided in answers to general questions).

• Response: OCP is processing the procurement for the LPRs and anticipates issuing a Purchase Order for the equipment by the end of February 2024.

d) Is the contract for new LPR devices for indefinitely quantity? i.e., could new FY 2025 funding support the same contract or would a new procurement process need to be initiated?

Response: The request for FY 2024 has been submitted. Any additional request will depend on new PEO vehicles.

e) Does PEMA receive data or flags for enforcement from LPRs in other agencies, such as DFHV and MPD?

Response: No.

f) Is it logistically/operationally possible for LPRs to be tied to automated enforcement or mailing of NOIs to vehicle owners, rather than a PEO issuing a ticket on-site?

Response: DPW is not aware whether this is possible.

118) Please provide an update on the agency's hiring for new IT staff as funded in FY 2024.

Response: OITS is looking to hire an Information Technology Specialist/14 in Fiscal Year 2024.

119) Please describe any progress made with respect to updating the residential visitors pass system.

Response: DPW does not provide input regarding DDOT's residential parking system.

120) Please provide the Committee with a copy of the Scope of Work, RFP, or any other procurement documentation for the new PEMA software.

Response: The Scope of Work regarding this procurement has been submitted to OCP. PEMA's Parking Enforcement Solution is currently under evaluation. See Attachment for Question #120 for further details.

- 121) Regarding safety for PEMA employees:
- a) How many incidents of harassment or assault on a PEMA employee in the field were documented in FY 2023 and FY 2024, to date?

Response: See below.

FY23 – 25 incidents

FY24 to date – 4 incidents

- b) Are there particular locations with a demonstrated pattern of safety concerns for PEOs?

Response: There are several locations in each ward (depending on the time of day) that we encourage our officers to take extra caution when providing enforcement. We have engaged MPD in these efforts.

- c) What trainings in de-escalation are available to PEMA staff?

Response: The DPW Training Academy offers training such as Verbal Judo each year to Parking Enforcement Officers.

*V. Fleet Management Administration*

- 122) Please provide the Committee with monthly actual consumption by gallon, total spending, and unit cost per gallon, on B5 biodiesel, B20 biodiesel, B99 biodiesel, unleaded, ethanol, diesel, and compressed natural gas (CNG), for FY 2023 and FY 2024, to date.

Response: See Attachment for Question #122.

- 123) DPW received capital funding in FY 2022, FY 2023, and FY 2024 for vehicle replacements to update the outdated DPW fleet.
- i) What new vehicles were acquired with this funding in FY 2022, FY 2023, and FY 2024, to date? Please provide the types of vehicle and how many of each were acquired.

Response: See below.

DPW New Vehicle	FY 22	FY 23	FY 24 to date
Light Duty Vehicles	68	67	34
Medium Duty Vehicles	29	69	34

Heavy Duty Vehicles	9	73	16
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- ii) What fleet vehicles have been retired in FY 2022, FY 2023, and FY 2024, to date? Please provide the types of vehicles and how many of each were retired.

Response: See below.

DPW Vehicle Retirements	FY 22	FY 23	FY 24 to date
Light Duty Vehicles	50	84	2
Medium Duty Vehicles	18	47	-
Heavy Duty Vehicles	99	50	-

- 124) How many DPW vehicles (and what percentage of the total fleet) are hybrid, fully electric, CNG, or other alternative fuel vehicles?

Response:

178 out of 1,091 assets are in these categories. This represents 16.31% of the fleet.

- i) What steps has DPW taken to encourage the use of alternative fuel vehicles in FY 2023 and FY 2024, to date?

Response:

DPW/FMA provides Administrations with alternative fuel solutions when purchasing/ordering vehicles. DPW/FMA is investing in alternative fuel infrastructure and developing solid relationships with EV charging vendors to accommodate the increase in EV/alternative fuel vehicles.

Also, FMA provides education and training on AFVs, sets sustainability goals, and showcases best practices. By combining these strategies, FMA strives to foster a positive environment for adopting alternative fuel vehicles.

DPW also participates in the Transportation Electrification Working Group, which is led by DMOI.

125) What steps has DPW taken to increase the use of alternative fuels in FY 2023?

Response:

DPW/FMA encourages alternative fuels by optimizing bulk vehicle purchasing, investing in alternative fuel infrastructure, providing education and training on AFVs, setting sustainability goals, and showcasing best practices.