



DuPage Water Commission

600 E. Butterfield Road, Elmhurst, IL 60126-4642
(630)834-0100 Fax: (630)834-0120

AGENDA

ADMINISTRATION COMMITTEE
THURSDAY, JUNE 11, 2009
7:00 P.M.

600 EAST BUTTERFIELD ROAD
ELMHURST, IL 60126

COMMITTEE MEMBERS

W. Murphy, Chair
E. Chaplin
T. Elliott
J. Zay

- I. Roll Call
- II. Approval of Minutes of March 12, 2009
- III. Review of Legal Services
- IV. FY 2009-2010 Project Schedule
- V. Other
- VI. Adjournment

Board/Agendas/Administration/ADM0906.DOC

All visitors must present a valid drivers license or other government-issued photo identification, sign in at the reception area and wear a visitor badge while at the DuPage Pumping Station.

**MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DUPAGE WATER COMMISSION
HELD ON MARCH 12, 2009**

The meeting was called to order at 7:02 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: E. Chaplin, T. Elliott, and W. Murphy

Committee members absent: J. Zay and L. Rathje (*ex officio*)

Also in attendance: R. Martin and M. Crowley

Commissioner Elliott moved to approve the Minutes of the January 8, 2009, Administration Committee meeting. Seconded by Commissioner Chaplin.

In response to Commissioner Chaplin's inquiry, Staff Attorney Crowley advised that the discussions held prior to the arrival of Commissioner Elliott at the January meeting were not reflected in the minutes because the meeting had not yet been called to order. After the Staff Attorney confirmed Commissioner Chaplin's recollection that both Commissioners Chaplin and Zay expressed reservations regarding the General Manager's proposed 3.5% budget increase for salaries during those pre-meeting discussions, the motion was unanimously approved by a Voice Vote.

All voted aye. Motion carried.

With respect to Online Financial Information, General Manager Martin advised that monthly financial reports are posted on the Commission's web site each month, including the Accounts Payable, Items Paid List, Unaudited Revenue and Expense Report, Balance Sheet, Income Statement, and Cash and Investment Report. Commissioner Chaplin stated that the Commission should also post a year-to-date check register, current income statement and balance sheet as recommended by the Financial Administrator. After Commissioner Elliott confirmed that implementing the Financial Administrator's recommendation would not result in any appreciable cost to the Commission, General Manager Martin advised that there would be a slight delay in implementation due to a pending web site software upgrade.

General Manager Martin next advised the Committee regarding his proposal to eliminate, beginning fiscal year 09/10, the \$4,000.00 per employee per fiscal year limitation on tuition reimbursement. Commissioner Murphy supported General Manager Martin's proposal, citing the three points identified in the General Manager's Memorandum dated March 6, 2009.

Commissioner Elliott confirmed with General Manager Martin that, prior to the Board's April 10, 2008, direction, there was no limitation on the amount of employee tuition that was reimbursable in any given year. Commissioner Elliott asked whether having three employees participating in degreed programs was typical. General Manager Martin responded it was not typical but, rather, on the high end.

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After Commissioner Chaplin explained that she held no personal animosity or anything against the Commission's employees, Commissioner Chaplin noted her reasons for opposing the elimination of the limitation on tuition reimbursement: (1) Overly optimistic/ambitious expectations that full-time employees could handle more than one or two classes while working full time; (2) Doubt that most other employers would pay 100% of an employee's college/graduate/post-graduate education; (3) Potential for long-term employees using their degrees elsewhere after waiting out the two-year early termination pay-back period and retiring on a full Commission pension; (4) The need to be mindful that reimbursement is being made with taxpayer funds; and (5) The potential for differential treatment between employees raising questions of equity.

General Manager Martin responded to Commissioner Chaplin's concerns by noting (1) there are only three individuals presently pursuing their degrees; (2) knowing the three individuals presently pursuing their degrees, General Manager Martin doubted that they would retire as soon as they became pension eligible or that they would ever leave the employ of the Commission; and (3) eliminating the limitation on the amount of tuition reimbursement would be more cost effective for the Commission in the long-term.

Noting a five-year acceleration of expected graduation date for one employee if the Commission were to lift the cap, Commissioner Elliott inquired how many additional classes that individual would have to take per year to attain the five-year time saving. General Manager Martin responded that the additional classes would be spread over the entire year.

Commissioner Chaplin asked how General Manager Martin would deal with requests from other employees for similar funding to avoid claims of differential treatment. General Manager Martin responded that he would budget for such requests, noting that the other employees on the list are not pursuing degrees and were just taking one or two classes.

After Commissioner Chaplin stated that she could not support the elimination of the cap on annual reimbursement, Commissioner Elliott respectfully disagreed, noting that as a small business owner, he knew that the backbone of such an organization is qualified, educated, and loyal employees. Commissioner Elliott added that the best place for a company to invest is in its employees and that to lose employees or train them inadequately would be short-sighted.

Commissioner Chaplin responded that she thought it would be a tough sell to make given the amount of money involved. Commissioner Elliott countered that, though he was not sure he agreed with the General Manager regarding the cost savings, the Commission's organization is able to survive on a skeleton staff because its employees are highly educated and the Commission needs to continue giving its employees the tools of the job.

Commissioner Murphy echoed the sentiments of Commissioner Elliott and added that the Commission is a small organization where succession planning is very important.

Minutes 03/12/09 Administration Committee Meeting

Commissioner Murphy noted that he would vote differently if the Commission had 100 employees and that he would rather have someone with the additional expertise in year 2011 than in 2016 or 2014, much like a law or medical practice. Commissioner Murphy concluded his comments by noting that full time employees can manage taking more than one or two courses per year.

It was consensus of the Committee members to have Staff Attorney Crowley prepare a Resolution eliminating the \$4,000.00 per employee per fiscal year limitation on tuition reimbursement for action by the Board at its April meeting.

With respect to the question of whether to join the National Institute of Governmental Purchasing and engage them to perform a procurement management audit which was deferred from the August 14, 2008, meeting, Commissioner Elliott suggested that the matter be removed from the agenda or further deferred given the large measure of transparency that now exists at the Commission. It was the consensus of the Committee members to defer consideration of the matter for another six months.

With respect to the FY 2009-2010 Project Schedule, General Manager Martin advised that he submitted the schedule in response to Commissioner requests for suggested goals for the General Manager in the coming fiscal year. Commissioner Chaplin suggested, and Commissioner Elliott concurred with the suggestion, that the General Manager should submit an updated schedule to the Administration Committee for review on a quarterly basis. Commissioner Murphy stated that he had no objection so long as the Committee would be conducting informal reviews because, otherwise, the Committee would be duplicating the work of the other Committees without having the benefit of the detailed information and staff reports provided to the other Committees.

Commissioner Murphy inquired about the timing of the General Manager Review Process outlined in Commissioner Murphy's Memorandum dated October 1, 2008, and General Manager advised that he would follow-up.

Before the meeting was adjourned, the Committee agreed to accept comments from the members of the public that were in the audience. One audience member commented that he was surprised there was no discussion of what other communities do in relation to tuition reimbursement. Commissioner Chaplin responded that a survey had been conducted previously and no other community had a similar or comparable program. General Manager Martin disagreed, noting some were similar; some were not.

Another audience member commented that at a recent meeting of the Downers Grove City Council, the Downers Grove Tuition Reimbursement Program was eliminated in its entirety as only one of many austerity measures (pay freezes, and the like). Commissioner Murphy responded that there was a rational basis for eliminating the cap on the Commission's reimbursement program that could be easily defended, and that the Commission's financial condition was not as dire as others.

Minutes 03/12/09 Administration Committee Meeting

Commissioner Chaplin moved to adjourn the meeting at 7:35 P.M. Seconded by Commissioner Elliott and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

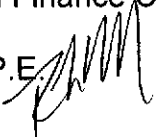
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DuPage Water Commission

MEMORANDUM

TO: Administration and Finance Committee

FROM: Robert L. Martin, P.E.
General Manager 

CC: Chairman and Commissioners

DATE: June 5, 2009

SUBJECT: Cost of Legal Services

At the May 2009 Finance Committee meeting, Commissioners Zeilenga and/or Zay requested (1) a spreadsheet identifying the annual cost of legal services, including the cost of employing the Staff Attorney and going back several years prior to the date the Staff Attorney left the Commission's primary outside legal service provider, Holland & Knight, to join the Commission as a full-time employee (January 1, 2004); (2) a rate sheet comparing Holland & Knight's published rates to the Commission's discounted rates going back two or three years; and (3) the last time the Commission requested proposals for legal services.

The requested spreadsheet and rate sheet are attached to this memorandum. With respect to the third request, the Commission last solicited proposals from law firms specializing in local government law in December 2003. From the three proposals received (out of 21 prospective service providers), the Commission selected Holland & Knight, as General Counsel, and Moss and Bloomberg, as Special Counsel, both for a one year term commencing in March 2004. Thereafter, outside legal services have been approved by the Board on a monthly basis as part of the Accounts Payable.

DuPage Water Commission
 Analysis of legal fees

Fiscal Year	2008-09	2007-08	2006-07	2005-06	2004-05	2003-04	2002-03	2001-02	2000-01	1999-00	1998-99
In House Staff Attorney (1)	180,755	173,802	165,525	156,156	145,376	47,666	-	-	-		
Contracted Legal Counsel	47,453	41,640	57,441	13,898	64,018	267,208	408,837	273,030	243,205	385,493	293,067
Special Counsel	-	-	-	-	21,300	125,296	63,000	1,815			
Total	47,453	41,640	57,441	13,898	85,318	392,504	471,837	274,845	243,205	385,493	293,067
Total Legal Expenses	228,208	215,442	222,966	170,054	230,694	440,170	471,837	274,845	243,205	385,493	293,067

(1) Includes Benefits

Holland & Knight

Tel 312 263 3600
Fax 312 578 6666

Holland & Knight LLP
131 South Dearborn Street
30th Floor
Chicago, IL 60603
www.hklaw.com

Memorandum

Date: June 4, 2009

To: Maureen A. Crowley, Staff Attorney
DuPage Water Commission

From: Barbara A. Adams

Re: Information Regarding Legal Services

Barbara A. Adams
312 578 6563
barbara.adams@hklaw.com

You advised that the Board of Commissioners asked that we provide our firm's billing rates for legal services we have provided to the Commission as your General Counsel for the last three years. This memo provides those rates as well as some background for the Board on our approach to fees for legal services to our local government clients. As you know, we are pleased to be able to continue to offer the Commission a substantial discount from the standard hourly rates we charge our other clients. We appreciate the opportunity to continue to serve the Commission. I have personally enjoyed working with the Commission and seeing it grow from plans on paper in the 1980s to the mature and accomplished government it has become.

Holland & Knight is committed to providing pricing arrangements that serve the interests of our clients. To that end, at the inception of every new relationship or project, we are willing to propose alternative fee arrangements that fit the circumstances, nature, and subject matter of that project. Then we present the option that, in our view, best serves the establishment of a mutually acceptable relationship. At that point, we work with the client to analyze potential alternative billing arrangements and negotiate acceptable terms.

When we were reappointed as General Counsel in 2004, the Commission elected to use our services on an "as-needed" hourly basis. At that point, the Commission had just hired you as full-time staff attorney and the full scope and workload for your position was still being defined. Indeed, on an historic basis, we have found that, in most circumstances, an hourly rate arrangement is an effective way to meet our local governmental clients' needs most efficiently and with flexibility. This has enabled the Commission to utilize the expertise of attorneys in the government group as well as those in our other areas of practice, including labor and employment, intellectual property, litigation (including electronic discovery), and construction law.

As you know, our State and Local Government Practice Group represents a substantial number and range of units of local government in Illinois and around the country. We have developed a schedule of rates for our government clients that is substantially discounted from our standard rates. The rates of our local government lawyers are discounted between 25% and 35%; and attorneys in other practice areas also have established discounted government rates due to the higher volume of work they perform for our government clients. Attached is a table that

Atlanta • Bethesda • Boston • Chicago • Fort Lauderdale • Jacksonville • Los Angeles
Miami • New York • Northern Virginia • Orlando • Portland • San Francisco
Tallahassee • Tampa • Washington, D.C. • West Palm Beach
Abu Dhabi • Beijing • Caracas* • Mexico City • Tel Aviv* • *Representative Office

outlines the range of rates for attorneys in our State and Local Government Practice Group as well as rates for individual attorneys who have recently worked on Commission matters or are likely to do so based on their current areas of experience.

We regularly provide to the Commission, on a monthly basis, a complete statement detailing the precise services provided during the preceding month. Our statements show what specific tasks were performed, which attorney or paralegal performed each task, and the exact amount of time (in 1/10th hour intervals) devoted to each task by each attorney or paralegal. If there is a different format of invoice that would be helpful to the Commission, I am happy to work out another format for you.

As our relationships with clients develop, we have revisited fee arrangements, and we have worked with our governmental clients to create billing structures to address their needs. If there are areas in which the Commission would like to discuss alternative fee arrangements for particular projects or areas of work, we would be happy to discuss those with you.

We also provide a variety of "value added" services that benefit the Commission at no charge to you. These include:

- *Continuing Education For Clients:* The firm's lawyers conduct workshops and seminars for our clients on a regular basis in a variety of subject areas, such as:
 - The Biennial Local Government Law Seminar. This Holland & Knight program is presented to elected and appointed officials and governing boards, as well as key administrative staff, and includes presentations on numerous "hot" topics as well as spirited discussion and debate among the participants. I know that you, Mr. Martin and others from the Commission have attended this program in past years. Also, I have provided copies of the written materials of our most recent program (April 24, 2009) to you and Mr. Martin for your future use and reference.
 - Subject matter programs, such as today's program on "Violence in the Workplace," which you, Mr. Martin, and Ms. Johnson attended. Our labor and employment group offers regular programs on current issues in labor and employment law. Our real estate and construction law groups also offer periodic programs on new topics of interest.
 - Governing board workshops, staff training sessions, and other board and committee advisory sessions.
- *Legislation:* We regularly track legislation affecting our government clients in Illinois as well as on a federal level through our colleagues in our Washington, D.C. office. A recent Illinois example of this is a proposed amendment that I forwarded to you last Friday, which would have allowed private broadband providers to use government property and facilities for their private business activities with virtually no local government input or control.

- *Research, Writing and Lecturing:* Through regular research, writing and lecturing on local government law issues, we further our abiding interest in the theory and structure of local government, an interest that we believe helps us immensely in assisting our clients not only with cutting-edge challenges and opportunities, but also with problems of day-to-day administration. Our attorneys have written or edited several books on local government law and practice. For example, several members of the firm wrote substantial portions of Illinois Jurisprudence: Municipal Law, which includes discussion of numerous issues critical to local governments on a daily basis.

The firm's lawyers also regularly lecture at seminars and workshops throughout Illinois and around the country, including IICLE and bar association seminars and including such sessions as the Illinois Municipal League, the Illinois Government Finance Officers Association, the Illinois Association of Public Procurement Officials, Inc., the American Planning Association, the International Municipal Lawyers Association, Inc., the National Business Institute, Lorman Education Services, the Illinois Association of Municipal Management Assistants, the American Society of Civil Engineers, and a variety of state and local bar associations.

If you, Mr. Martin or the Board have any questions or would like further information, please do not hesitate to contact me. We value our long working relationship with the Commission, and I would be pleased to talk with you at any time.

SCHEDULE OF HOURLY RATES

Team Members	2008-2009*		2007-2008		2006-2007	
	Std.	Govt.	Std.	Govt.	Std.	Govt.
Partners and Senior Counsel – State and Local Government Practice	295-465	270-360	325-455	235-360	295-440	205-350
Associates – State and Local Government Practice	260-310	155-230	250-285	155-195	200-245	150-175
Paralegals – State and Local Government Practice	195	150	180	140	165	130
Barbara A. Adams	445	290	430	285	430	275
Steffanie Garrett	400	305	375	295	345	285
Naomi Katz	370	305	335	295	290	245
Greg Meeder	385	345	350	315	325	290
David O'Leary	475	325	425	315	390	305
Michael Ranallo	420	325	395	315	370	305
Phillip Schreiber	390	310	360	300	325	290
Marlo Del Percio	260	155	-	-	-	-
Laura Garofalo	240	210	210	200	185	165
Paula Kirlin	280	170	250	155	-	-
Stewart Weiss	295	185	265	170	200	150


*Our rates are reviewed on an annual basis and are subject to adjustment as of October 1 of each year. In addition to our hourly fees, we bill clients, without mark-up, for customary disbursements made on their behalf, and charge for copying, computer research costs, and other administrative services at standard rates based on our cost. We do not bill for clerical services other than significant clerical overtime required because of client needs as opposed to firm convenience.



DuPage Water Commission

MEMORANDUM

TO: Administration Committee

FROM: Robert L. Martin, P.E. 
General Manager








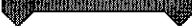






DATE: June 5, 2009

SUBJECT: FY 2009-2010 Project Schedule

Attached is a copy of the FY 2009-2010 Project Schedule as of today.

ID	Task Name	Duration	Start	Finish	% Work Complete	Resource Names	May '07		
							29	6	13
1	Administration	1524 days	Fri 6/2/06	Wed 4/4/12	21%				
2	2009-2010 Annual Report	75 days	Mon 6/1/09	Fri 9/11/09	0%				
3	Preparation	70 days	Mon 6/1/09	Fri 9/4/09	0%	Martin			
4	Sent to Commissioners	1 day	Fri 9/4/09	Fri 9/4/09	0%	Martin			
5	Sent to Customers	1 day	Fri 9/11/09	Fri 9/11/09	0%	Martin			
6	2010 -2011 5 Year Capital Improvement Plan	50 days	Mon 11/2/09	Fri 1/8/10	0%				
7	Preparation	50 days	Mon 11/2/09	Fri 1/8/10	0%	McGhee			
8	Sent to Commissioners	1 day	Fri 1/8/10	Fri 1/8/10	0%	McGhee			
9	2010-2011 Budget	85 days	Mon 11/2/09	Fri 2/26/10	0%				
10	Preparation	70 days	Mon 11/2/09	Fri 2/5/10	0%	Richter			
11	Sent to Commissioners	1 day	Fri 2/5/10	Fri 2/5/10	0%	Richter			
12	Sent to Customers	1 day	Fri 2/26/10	Fri 2/26/10	0%	Richter			
13	Document Management System	322 days	Wed 11/5/08	Thu 1/28/10	58%				
14	Consultant RFP	72 days	Wed 11/5/08	Thu 2/12/09	100%	McGhee Nesbitt CLS			
15	Study & Report Phase	90 days	Fri 2/20/09	Thu 6/25/09	100%	McGhee Nesbitt CLS			
16	Design Phase	6 days	Fri 6/26/09	Sat 7/4/09	100%	McGhee Nesbitt CLS			
17	Implementation Plan Design Phase	30 days	Mon 7/27/09	Fri 9/4/09	0%	McGhee Nesbitt CLS			
18	Implementation Plan	90 days	Fri 9/25/09	Thu 1/28/10	0%	McGhee Nesbitt CLS			
19	Connection Facilities Transfer	782 days	Fri 6/2/06	Mon 6/1/09	1%				
20	Title Commitments	782 days	Fri 6/2/06	Mon 6/1/09	1%	Crowley			
21	Bill of Sale	1 day	Mon 6/1/09	Mon 6/1/09	0%	Crowley			
22	Conservation Program	1032 days	Tue 4/22/08	Wed 4/4/12	25%				
23	Consultant RFP	30 days	Tue 4/22/08	Mon 6/2/08	100%	McGhee,MWH			
24	Study & Report Phase	145 days	Fri 6/13/08	Thu 1/1/09	100%	McGhee,MWH			
25	Year 1 Implementation Plan	261 days	Mon 4/6/09	Mon 4/5/10	25%	McGhee,MWH			
26	Year 2 Implementation Plan	261 days	Tue 4/6/10	Tue 4/5/11	0%	McGhee,MWH			

General Projects Schedule FY 09-10 BASELINE
Date: Fri 6/5/09

Task		Rolled Up Milestone	
Split		Rolled Up Progress	
Progress		External Tasks	
Milestone		Project Summary	
Summary		External Milestone	
Rolled Up Task		External Milestone	
Rolled Up Split		Deadline	















ID	Icon	Task Name	Duration	Start	Finish	% Work Complete	Resource Names	May '07		
								29	6	13
27		Year 3 Implementation Plan	261 days	Wed 4/6/11	Wed 4/4/12	0%	McGhee,MWH			
28		Finance	98 days	Fri 5/1/09	Tue 9/15/09	49%				
29		2009-2010 Audit	98 days	Fri 5/1/09	Tue 9/15/09	49%				
30		Audit	97 days	Fri 5/1/09	Mon 9/14/09	50%	Richter,III Auditor Gen			
31		Issued	1 day	Tue 9/15/09	Tue 9/15/09	0%	Richter,III Auditor Gen			
32		Facilities Construction	621 days?	Thu 7/10/08	Thu 11/25/10	10%				
33		PSD-6A/08 - Equipment and Material Storage Facility	235 days	Thu 12/11/08	Wed 11/4/09	5%				
34		Construction	235 days	Thu 12/11/08	Wed 11/4/09	5%	R Carlson/Bostick			
35		PSD-7/08 - DuPage PS Engine Generator Facility	531 days	Thu 11/13/08	Thu 11/25/10	20%				
36		Construction	531 days	Thu 11/13/08	Thu 11/25/10	20%	Williams Brothers/Bosti			
37		PSC-4/08 LPS Egen/VFDsFacilities	531 days	Thu 7/10/08	Thu 7/22/10	5%				
38		Construction	531 days	Thu 7/10/08	Thu 7/22/10	5%	JJ Henderson/Bostick			
39		PSC-5/08 Photovoltaic Facilities	531 days	Thu 7/10/08	Thu 7/22/10	5%				
40		Construction	531 days	Thu 7/10/08	Thu 7/22/10	5%	Divane Bros/Bostick			
41		DuPage County Subsequent Customer Service	251 days	Thu 6/11/09	Thu 5/27/10	13%				
42		Design/Bidding	66 days	Thu 6/11/09	Thu 9/10/09	50%	Bostick,CTE			
43		Construction	185 days	Fri 9/11/09	Thu 5/27/10	0%	Bostick,Contractor TBD			
44		MS-17/07 Winfield MS-27B	272 days?	Mon 5/4/09	Tue 5/18/10	22%				
45		Design/Property Interests/Bidding	87 days?	Mon 5/4/09	Tue 9/1/09	90%				
46		Construction	185 days	Wed 9/2/09	Tue 5/18/10	5%	Bostick,Contractor TBD			
47		Naperville Metering Station 15I	351 days	Thu 2/12/09	Thu 6/17/10	1%				
48		Design/Bidding	166 days	Thu 2/12/09	Thu 10/1/09	2%	Bostick,CTE			
49		Construction	185 days	Fri 10/2/09	Thu 6/17/10	0%	City of Naperville/Bostic			
50		GIS	132 days	Mon 3/2/09	Tue 9/1/09	0%				
51		Arc GIS Server Website	22 days	Mon 3/2/09	Tue 3/31/09	0%				
52		Develop server Tools	43 days	Wed 4/1/09	Fri 5/29/09	0%				

General Projects Schedule FY 09-10 BASELINE
Date: Fri 6/5/09

Task		Rolled Up Milestone	
Split		Rolled Up Progress	
Progress		External Tasks	
Milestone		Project Summary	
Summary		External Milestone	
Rolled Up Task		External Milestone	
Rolled Up Split		Deadline	

ID	i	Task Name	Duration	Start	Finish	% Work Complete	Resource Names	May '07		
								29	6	13
53		Collect GPS Data	88 days	Fri 5/1/09	Tue 9/1/09	0%				
54		ERSI User Conference	7 days	Mon 7/13/09	Tue 7/21/09	0%				
55		Instrumentation/Remote Facilities	717 days	Mon 6/4/07	Tue 3/2/10	28%				
56		Instrumentation	717 days	Mon 6/4/07	Tue 3/2/10	30%				
57		SCADA Field RTU Upgrade	717 days	Mon 6/4/07	Tue 3/2/10	40%				
58		Design/Acquisition	75 days	Mon 6/4/07	Fri 9/14/07	75%	Schori			
59		Install 10 Upgrades	66 days	Tue 12/1/09	Tue 3/2/10	0%	I/RF Department			
60		Tank Site 1 Actuator Interface to SCADA Upgrade	123 days	Wed 12/17/08	Fri 6/5/09	16%				
61		Specify, Order and Receive Parts	79 days	Wed 12/17/08	Mon 4/6/09	22%	Schori			
62		Installation	30 days	Mon 4/27/09	Fri 6/5/09	0%	Nolan			
63		Remote Facilities	250 days	Mon 9/22/08	Fri 9/4/09	27%				
64	✓	Meter Testing Program	159 days	Mon 9/22/08	Thu 4/30/09	100%				
65	✓	Meter Witness Testing & Calibrations	159 days	Mon 9/22/08	Thu 4/30/09	100%	Ellingsworth			
66		ROV Maintenance	124 days	Thu 1/8/09	Tue 6/30/09	0%				
67		VA-1/08 Replacement of 4-TS and 4 ROV Actual	124 days	Thu 1/8/09	Tue 6/30/09	0%	Nolan,Electrical System			
68		Meter Station Strainer Corrosion	90 days	Mon 5/4/09	Fri 9/4/09	0%				
69		Investigate Corrosion Problem	90 days	Mon 5/4/09	Fri 9/4/09	0%	Ellingsworth,ENE			
70		Operations	1122 days?	Thu 9/14/06	Fri 12/31/10	55%				
71		DPS Drawing Conversion	256 days?	Fri 3/13/09	Fri 3/5/10	0%				
72	✓	Task order issuance	1 day	Fri 3/13/09	Fri 3/13/09	100%	McGhee,Nesbitt,Patrick			
73		Pilot Project	78 days?	Fri 3/13/09	Tue 6/30/09	0%	McGhee,Nesbitt,Patrick			
74		RFP Phase	60 days	Tue 6/30/09	Mon 9/21/09	0%	McGhee,Nesbitt,Patrick			
75		Drawing Conversion	120 days	Mon 9/21/09	Fri 3/5/10	0%	McGhee,Nesbitt,Patrick			
76		Pipe Loop Corrosion Study	784 days	Tue 1/1/08	Fri 12/31/10	80%				
77		Phase V	784 days	Tue 1/1/08	Fri 12/31/10	80%	McGhee,CDM			
78		Datastream 7i	122 days	Fri 12/12/08	Mon 6/1/09	20%				

General Projects Schedule FY 09-10 BASELINE
Date: Fri 6/5/09

Task		Rolled Up Milestone	
Split		Rolled Up Progress	
Progress		External Tasks	
Milestone		Project Summary	
Summary		External Milestone	
Rolled Up Task		External Milestone	
Rolled Up Split		Deadline	

ID	Icon	Task Name	Duration	Start	Finish	% Work Complete	Resource Names	May '07		
								29	6	13
79		Phase V	122 days	Fri 12/12/08	Mon 6/1/09	20%	McGhee, Westin			
80		AWWA Research Project - Corrosion Control	828 days	Wed 11/1/06	Fri 1/1/10	75%				
81		AWWA Research Project - Corrosion Control	828 days	Wed 11/1/06	Fri 1/1/10	75%	McGhee, CDM			
82	<input checked="" type="checkbox"/>	AWWA Research Project - Asset Management	469 days	Thu 9/14/06	Tue 7/1/08	100%				
83	<input checked="" type="checkbox"/>	AWWA Research Project - Asset Management	469 days	Thu 9/14/06	Tue 7/1/08	100%	McGhee, Westin			
84		Standard Operating Procedures	437 days	Tue 2/24/09	Wed 10/27/10	8%				
85	<input checked="" type="checkbox"/>	RFP	20 days	Tue 2/24/09	Mon 3/23/09	100%	Weed			
86		Adward Contract Study & Report Phase	30 days	Thu 4/9/09	Wed 5/20/09	50%	Weed			
87		Design Phase	90 days	Thu 5/21/09	Wed 9/23/09	0%	Weed			
88		Implementation Plan Design Phase	90 days	Thu 9/24/09	Wed 1/27/10	0%	Weed			
89		Implementation Plan	195 days	Thu 1/28/10	Wed 10/27/10	0%	Weed			
90		Standpipe Mixing System Evaluation	60 days	Mon 3/23/09	Fri 6/12/09	50%				
91	<input checked="" type="checkbox"/>	Design	30 days	Mon 3/23/09	Fri 5/1/09	100%	McGhee			
92		Installation	30 days	Mon 5/4/09	Fri 6/12/09	0%	McGhee			
93		Public Meeting Room Redesign	90 days	Fri 2/20/09	Thu 6/25/09	57%				
94	<input checked="" type="checkbox"/>	Design	30 days	Fri 2/20/09	Thu 4/2/09	100%	McGhee			
95		Installation	60 days	Fri 4/3/09	Thu 6/25/09	35%	McGhee			
96		Public Meeting Room HVAC	117 days	Wed 4/1/09	Thu 9/10/09	0%				
97		Design	87 days	Wed 4/1/09	Thu 7/30/09	0%	Weed			
98		Installation	30 days	Fri 7/31/09	Thu 9/10/09	0%	Weed			
99		Operator Training Program	256 days	Fri 5/8/09	Fri 4/30/10	0%				
100		Development	60 days	Fri 5/8/09	Thu 7/30/09	0%	Weed			
101		Deployment	180 days	Mon 8/24/09	Fri 4/30/10	0%	Weed			
102		DPPS Roof Membrane Replacment Project	140 days	Mon 6/1/09	Fri 12/11/09	0%				
103		Design	45 days	Mon 6/1/09	Fri 7/31/09	0%	Weed			
104		Installation	95 days	Mon 8/3/09	Fri 12/11/09	0%	Weed			

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Task		Rolled Up Milestone	
Split		Rolled Up Progress	
Progress		External Tasks	
Milestone		Project Summary	
Summary		External Milestone	
Rolled Up Task		External Milestone	
Rolled Up Split		Deadline	

ID	📌	Task Name	Duration	Start	Finish	% Work Complete	Resource Names	May '07		
								29	6	13
105		DPPS Roof Walkway Replacment Project	121 days	Fri 5/1/09	Fri 10/16/09	36%				
106	✓	Design	43 days	Fri 5/1/09	Tue 6/30/09	100%	Weed			
107	📌	Installation	78 days	Wed 7/1/09	Fri 10/16/09	0%	Weed			
108		Laboratory Testing Procedure	105 days	Mon 2/2/09	Fri 6/26/09	62%				
109	✓	Development	33 days	Mon 2/2/09	Wed 3/18/09	100%	Weed,Unger			
110	📌	Deployment	20 days	Mon 6/1/09	Fri 6/26/09	0%	Weed,Unger			
111		Work Order Task Procedure	151 days	Thu 1/1/09	Thu 7/30/09	73%				
112	📌	Development	97 days	Thu 1/1/09	Fri 5/15/09	80%	Weed,Unger			
113	📌	Deployment	10 days	Fri 7/17/09	Thu 7/30/09	0%	Weed,Unger			
114		MRO Vendor Selection	353 days	Thu 1/1/09	Mon 5/10/10	2%				
115	📌	Development	152 days	Thu 1/1/09	Fri 7/31/09	4%	Weed			
116	📌	Deployment	201 days	Mon 8/3/09	Mon 5/10/10	0%	Weed			
117		Pipeline Department	2606 days	Tue 5/8/01	Mon 5/2/11	8%				
118			317 days	Mon 2/16/09	Tue 5/4/10	7%				
119		Valve Stem Extension	317 days	Mon 2/16/09	Tue 5/4/10	7%				
120	✓	Design	21 days	Mon 2/16/09	Mon 3/16/09	100%	Kazmierczak,Mox			
121	📌	Bidding	32 days	Wed 3/18/09	Thu 4/30/09	0%	Kazmierczak			
122	📌	Construction	262 days	Mon 5/4/09	Tue 5/4/10	0%	Mox,Contractor TBD			
123		Preventative Maintenance	521 days	Mon 5/4/09	Mon 5/2/11	2%				
124	📌	Blow-Off Valve Inspection	130 days	Mon 11/2/09	Fri 4/30/10	0%	Pipeline			
125	📌	Mainline Valve Inspection	130 days	Mon 5/4/09	Fri 10/30/09	5%	Pipeline			
126	📌	Air Release Valve Inspection	130 days	Tue 11/2/10	Mon 5/2/11	0%	Pipeline			
127		Cathodic Protection	2605 days	Tue 5/8/01	Fri 4/29/11	10%				
128			159 days	Mon 4/9/07	Thu 11/15/07	9%				
131		Stray Current ROV-11A TO#4	210 days	Fri 1/12/07	Thu 11/1/07	0%				
132	📌	Evaluation	129 days	Fri 1/12/07	Wed 7/11/07	0%	Kazmierczak,EN Engine			

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ID	Icon	Task Name	Duration	Start	Finish	% Work Complete	Resource Names	May '07		
								29	6	13
133		Correction	81 days	Thu 7/12/07	Thu 11/1/07	0%	Kazmierczak			
134		Corroding Valve Actuator ROV-8B TO#5	145 days	Fri 4/13/07	Thu 11/1/07	0%				
135		Evaluation	86 days	Fri 4/13/07	Fri 8/10/07	0%	Kazmierczak,EN Engine			
136		Correction	59 days	Mon 8/13/07	Thu 11/1/07	0%	Kazmierczak			
137		Contract TS-8 South Transmission Main	186 days	Fri 2/13/09	Fri 10/30/09	46%				
138		Evaluation	55 days	Fri 2/13/09	Thu 4/30/09	100%	Kazmierczak,EN Engine			
139		Correction	131 days	Fri 5/1/09	Fri 10/30/09	0%	Kazmierczak			
140		90" Reverse Current	2605 days	Tue 5/8/01	Fri 4/29/11	0%				
141		Evaluation	129 days	Fri 5/11/07	Wed 11/7/07	0%	Kazmierczak,EN Engine			
142		Correction	54 days	Mon 2/16/09	Thu 4/30/09	0%	Kazmierczak			
143		Contract TS-7 (75th Street Relocation)	1 day	Tue 5/8/01	Tue 5/8/01	0%	Kazmierczak,CTE Engi			
144		Design	240 days	Mon 12/1/08	Fri 10/30/09	70%				
145		Construction	43 days	Mon 11/2/09	Wed 12/30/09	0%				
146		Outer Belt Trans. Main Mitigation	1 day	Tue 5/8/01	Tue 5/8/01	0%	Kazmierczak,EN Engine			
147		Design	260 days	Mon 5/4/09	Fri 4/30/10	0%				
148		Constuction	260 days	Mon 5/3/10	Fri 4/29/11	0%				

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