



ADDENDUM 1

Supplemental Information –

Enterprise-wide Operations & Maintenance Department and Account Level Amendments

The summary of budget amendments for operations & maintenance department and account level amendments are organized by the four core groups. The FY 2020 budget amendments for categories A - Water System Operations and B - Sewer System Operations net to zero. The net budget amendments result in a reduction to categories C – Centralized Services (\$9.2 million) and D – Administrative & Other Services (\$600,000). GLWA’s internal budget directive is for each area, group, and team to manage their needs to an amount within the initial budget. To the extent that is not possible, an amendment is made from the unallocated reserve. If savings are incurred, or an area appears to not require as much funding as established in the original budget, that department’s budgeted expenses are reduced, and the unallocated reserve is increased. In administering the budget, there are several refinements to departments and account categories. An explanation of larger items (greater than \$500,000) is included in the table in Addendum 1.

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
A Water System Operations	-	Note "Category A" Water System budget amendments nets to zero.
Adams Road Pumping Station	75,000	
Supplies & Other	75,000	
COO - Water Operations & Field Services	73,100	
Capital Program Allocation	13,500	
Contractual Services	(20,400)	
Personnel Costs	80,000	
Ford Rd Pumping Station	50,000	
Utilities	50,000	
Franklin Road Pumping Station	14,000	
Supplies & Other	50,000	
Utilities	(36,000)	
Haggerty Road Pumping Station	(23,300)	
Utilities	(23,300)	
Imlay Pumping Station	565,000	
Supplies & Other	65,000	
Utilities	500,000	Budget added based on review of historical spend and projected FY 2020 utilization
Lake Huron Water Plant	123,700	
Capital Program Allocation	36,900	
Chemicals	100,000	
Contractual Services	(358,200)	
Personnel Costs	(114,400)	
Supplies & Other	350,000	
Utilities	109,400	
Newburgh Pumping Station	(28,300)	
Utilities	(28,300)	
North Service Center Pumping Station	350,000	
Supplies & Other	150,000	
Utilities	200,000	
Northeast Water Plant	(278,800)	
Chemicals	75,000	
Contractual Services	(285,200)	
Personnel Costs	6,000	
Utilities	(74,600)	
Rochester Pumping Station	50,000	
Utilities	50,000	
Schoolcraft Pumping Station	60,000	
Supplies & Other	60,000	

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Southwest Water Plant	2,169,200	
Capital Program Allocation	(10,700)	
Chemicals	150,000	
Contractual Services	1,686,900	Mobile Dredging CON-170; Sludge removal from basins & flocc chambers - Adjust budget for projected FY 2020 contract utilization.
Personnel Costs	200,000	
Supplies & Other	(97,000)	
Utilities	240,000	
Springwells Water Plant	(234,900)	
Capital Program Allocation	84,000	
Chemicals	(120,000)	
Contractual Services	140,000	
Personnel Costs	190,000	
Supplies & Other	(260,000)	
Utilities	(268,900)	
Unallocated Reserve - Water System Operations	(2,678,100)	
Unallocated Reserve	(2,678,100)	The majority of the Water System Unallocated Reserves was transferred to the Southwest Water Plant/Contractual Services for the Mobile Dredging contract
Water Director	(316,200)	
Capital Program Allocation	10,400	
Contractual Services	(17,000)	
Personnel Costs	42,400	
Supplies & Other	(352,000)	
Water Engineering	(95,500)	
Contractual Services	150,000	
Personnel Costs	(204,900)	
Supplies & Other	(40,600)	
Water Quality	72,900	
Capital Program Allocation	38,500	
Chemicals	40,000	
Personnel Costs	(39,400)	
Shared Services	53,000	
Supplies & Other	(19,200)	
Water Works Park	27,600	
Capital Program Allocation	90,000	
Chemicals	225,000	
Contractual Services	(75,900)	
Personnel Costs	(141,500)	

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Supplies & Other	(160,000)	
Utilities	90,000	
West Chicago Rd Pumping Station	(15,400)	
Utilities	(15,400)	
Ypsilanti Pumping Station	40,000	
Utilities	40,000	
B Wastewater System Operations	-	Note "Category B" Sewer System budget amendments nets to zero.
Baby Creek Combined Sewer Overflow	(1,000,000)	
Supplies & Other	(1,000,000)	Project for debris removal deferred due to community coordination efforts
BDF, COF & Hauling	(2,112,030)	
Contractual Services	(1,750,000)	Reduction in hauling and landfill costs due to change in disposal operations optimizing the Biodryer Facility
Personnel Costs	(112,030)	
Utilities	(250,000)	
Blue Hill Pumping Station	107,600	
Supplies & Other	107,600	
Chief Operating Officer Wastewater	(870,000)	
Contractual Services	(870,000)	Contract for regulatory support over-budgeted for year; contracted not renewed by General Counsel
Combined Sewer Overflow	(25,823)	
Personnel Costs	(25,823)	
Conner Pumping Station	(230,000)	
Utilities	(230,000)	
Connor Creek Combined Sewer Overflow	100,000	
Utilities	100,000	
Fairview Pumping Station	(115,000)	
Supplies & Other	(130,000)	
Utilities	15,000	
Fox Creek Pumping Station	(15,300)	
Utilities	(15,300)	
Freud Pumping Station	284,700	
Supplies & Other	40,000	
Utilities	244,700	
Leib Combined Sewer Overflow	110,000	
Supplies & Other	110,000	
Oakwood Combined Sewer Overflow	(85,000)	
Utilities	(85,000)	
Oakwood Pumping Station	(56,500)	
Supplies & Other	(56,500)	
Unallocated Reserve - Wastewater System Operations	7,755,128	

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Unallocated Reserve	7,755,128	Wastewater Operations has a large number of contracts that vary in utilization from year-to-year (maintainance, 'as needed', etc.). Utilities and Chemicals usage varies as well. The budgets for these line items are determined based on spend history as well as projected utilization for that fiscal year. Fluctuations are managed through transfers to and from the Unallocated Reserves.
Wastewater Dewatering Process	(21,750)	
Personnel Costs	(21,750)	
Wastewater Director	22,390	
Personnel Costs	22,390	
Wastewater Engineering	(222,131)	
Contractual Services	(20,000)	
Personnel Costs	(202,131)	
Wastewater Incineration Process	(223,306)	
Personnel Costs	(223,306)	
Wastewater Laboratories	247,970	
Chemicals	45,000	
Personnel Costs	202,970	
Wastewater Operations	(1,920,368)	
Contractual Services	(410,000)	Lakeshore Global skilled labor contract - Reduction in the number of contractors performing "non-essential" duties at WRRF.
Personnel Costs	(90,368)	
Utilities	(1,420,000)	Budget reduced due to the following: The move to utilize the River Rouge Outfall which uses a chemical that is not diluted resulting in the use of less water; and the repairs to the Chlorination Building dilution system.
Wastewater Primary Process	(133,640)	
Chemicals	(100,000)	
Personnel Costs	(33,640)	
Wastewater Process Control	(1,170,640)	
Chemicals	(45,000)	
Contractual Services	(500,000)	Budget was reduced for contractor support from an Information Technology controlled contract.
Personnel Costs	(295,640)	
Supplies & Other	(330,000)	Portable radios system replacement - The scope for this project is under development and will not begin until FY 2021
Wastewater Secondary Process	(426,300)	
Chemicals	(250,000)	
Personnel Costs	23,700	
Supplies & Other	(200,000)	
C Centralized Services	(9,181,700)	Note "Category C" Centralized Services budget amendments net to a decrease of (9,181,700)
Asset Management	(2,658,000)	

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Contractual Services	(2,200,000)	Water Transmission System Pipe Integrity Program (TSIP) - The start date of this program was delayed due to COVID-19. This program will begin during the later part of FY 2021.
Personnel Costs	(338,000)	
Supplies & Other	(120,000)	
Capital Improvement Planning	4,378,700	
Capital Program Allocation	1,776,200	AECOM Capital Program Management services - The portion of this contract that can be capitalized has been moved to the Capital Improvement Program (CIP). This eliminates the need to record time worked on capital projects in the Operations & Maintenance (O&M) section of the budget. Capital Program Allocation is a "contra" account which represents an offset to the Personnel Costs and Contractual Services for expenses incurred in the O&M account that can be capitalized.
Contractual Services	2,700,000	AECOM - FY 2020 project costs projected to come in higher than what was included in the approved budget. Overall spend on project is still on target. FY 2020 utilization of contract greater than planned.
Personnel Costs	(97,500)	
Chief Planning Officer	(100,000)	
Contractual Services	(100,000)	
Energy, Research & Innovation	5,900	
Capital Program Allocation	63,800	
Personnel Costs	(177,300)	
Supplies & Other	119,400	
Facility Operations	359,100	
Capital Program Allocation	61,800	
Contractual Services	591,900	Budget added for O&M portion of CIP project for Clark Construction (CON-252); GDI, Inc. COVID-19 Deep Cleaning for all GLWA sites.
Personnel Costs	(146,400)	
Supplies & Other	(148,200)	
Field Service Operations	(4,722,100)	
Capital Program Allocation	128,400	
Contractual Services	(4,500,000)	Valve Exercising Water Main System contract GLWA-WS-695C unused base construction work and allowance at closeout of project. (\$2.0 million); FY 2020 reduced for various maintenance contracts based on review of historical spend and projected FY 2020 utilization. (\$2.5 million)
Personnel Costs	(417,100)	
Supplies & Other	66,600	
Fleet Operations	178,500	
Contractual Services	200,000	
Supplies & Other	(21,500)	
HazMat	(18,000)	
Supplies & Other	(18,000)	

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Info Tech Business Productivity Systems	(624,419)	
Contractual Services	(824,000)	GIS Strategic Services - Project deferred to FY 2021 (\$280k); Budget transferred for reorganization of Information Technology departments (\$544k)
Personnel Costs	(212,000)	
Supplies & Other	411,581	Budget transferred for reorganization of Information Technology departments
Info Tech Enterprise Asset Mgmt Systems	(492,831)	
Contractual Services	(770,823)	Budget transferred for reorganization of Information Technology departments
Shared Services	(425,250)	Adjustment for extension of IT Shared Services contracts
Supplies & Other	703,242	Budget transferred for reorganization of Information Technology departments
Info Technology Infrastructure	-	
Contractual Services	500,000	
Supplies & Other	(500,000)	
Info Technology Project Management Office	-	
Contractual Services	(15,000)	
Supplies & Other	15,000	
Info Technology Security & Risk	(85,000)	
Personnel Costs	(85,000)	
Info Technology Service Delivery	(850,000)	
Personnel Costs	(49,500)	
Supplies & Other	(800,500)	Microsoft Operating System licenses were previously purchased on an individual basis are now incorporated into the Microsoft Enterprise License Agreement (\$250k); Enterprise MFP (Multi Function Printers) - purchase delayed due to other projects taking priority (\$250k); Purchase of laptops delayed till FY 2021 (\$200k); ITSM (Information Technology Service Management system) - Subscription renewal moved to FY 2021 (\$100k)
Office of the CIO	-	
Contractual Services	2,000	
Supplies & Other	(2,000)	
Security and Integrity	(25,000)	
Contractual Services	(99,940)	
Personnel Costs	99,940	
Supplies & Other	(25,000)	
Systems Analytics	(3,773,000)	
Contractual Services	(3,050,000)	The FY 2020 utilization of the following contracts is projected to be less than budget: East Side Modeling project (\$1.0 million); West Side Modeling (\$200,000); Sewer Shares Update (\$500k); Metering condition assessment at CSO Facilities (\$400,000); Applied Science Dye Testing (\$650k); CDM Smith Sewer Metering (\$300k); PCI CON-179 Sewer Meter Pits (\$450k); Black & Veatch contract started earlier than budgeted \$450k

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Personnel Costs	(690,000)	Reduction in Salaries & Wages and Fringe Benefits for 10 vacant positions not filled in FY 2020 as planned.
Shared Services	(33,000)	
Systems Operations Control	(2,064,900)	
Contractual Services	(2,726,700)	Reduce budget for maintenance contracts (switchgear maintenance & testing, specialized maintenance services) based on review of historical spend and projected utilization for FY 2020 (\$2.7 million)
Personnel Costs	729,800	
Supplies & Other	(57,000)	
Utilities	(11,000)	
Systems Planning	945,700	
Contractual Services	1,200,000	Wastewater Master Plan completed earlier than planned; additional budget needed \$1.2 million
Personnel Costs	(227,500)	
Supplies & Other	(26,800)	
Unallocated Reserve - Centralized Services	363,650	
Unallocated Reserve	363,650	
D Administrative & Other Services	(600,000)	Note "Category D" Administrative Services budget amendments net to a decrease of (600,000)
Board of Directors	(64,400)	
Personnel Costs	(20,100)	
Supplies & Other	(44,300)	
Chief Administrative Officer	(86,396)	
Contractual Services	(13,500)	
Personnel Costs	(78,996)	
Supplies & Other	6,100	
Chief Executive Officer	(47,200)	
Contractual Services	(62,000)	
Supplies & Other	14,800	
Chief Financial Officer	(55,300)	
Contractual Services	107,800	
Personnel Costs	(164,000)	
Supplies & Other	900	
Data Analytics & Internal Audit	(5,800)	
Contractual Services	39,000	
Personnel Costs	(44,800)	
Enterprise Risk Management and Safety	(860,500)	
Contractual Services	(600,000)	Transfer Risk Management Insurance Fund budget to Enterprise Risk Mgt. Insurance Fund department
Personnel Costs	(260,500)	
Enterprise Risk Mgt. Insurance Fund	600,000	
Contractual Services	600,000	Transfer Risk Management Insurance Fund budget from Enterprise Risk Management and Safety department
Financial Planning & Analysis	60,000	

FY 2020		
Departmental and Account Level Amendments	Amendments	Explanation for Items Greater Than \$500,000
Contractual Services	140,000	
Personnel Costs	(80,000)	
Financial Reporting & Accounting	3,200	
Contractual Services	1,200	
Personnel Costs	12,000	
Supplies & Other	(10,000)	
General Counsel	(41,000)	
Contractual Services	208	
Supplies & Other	(41,208)	
Logistics and Materials	379,196	
Contractual Services	392,520	Add budget for Warehouse Process Improvement Initiatives including Oracle WAM improvements, procedures manual, cycle count system, performance management program, and other consulting services.
Personnel Costs	55,200	
Supplies & Other	(84,614)	
Utilities	16,090	
Organizational Development	(498,201)	
Contractual Services	(510,000)	The need for the external trainer services in this line item will be reduced in FY 2020 due to COVID-19 restrictions.
Personnel Costs	(78,201)	
Supplies & Other	90,000	
Owners' Representative	(3,661)	
Contractual Services	50,000	
Personnel Costs	(69,225)	
Supplies & Other	15,564	
Procurement Director	25,194	
Contractual Services	46,820	
Personnel Costs	77,689	
Supplies & Other	(99,315)	
Public Affairs	(136,457)	
Contractual Services	26,000	
Personnel Costs	(89,257)	
Supplies & Other	(73,200)	
Public Finance	88,600	
Contractual Services	72,500	
Personnel Costs	17,100	
Supplies & Other	(1,000)	
Reporting and Compliance	71,000	
Personnel Costs	71,000	

Departmental and Account Level Amendments	FY 2020 Amendments	Explanation for Items Greater Than \$500,000
Transformation	(576,300)	
Personnel Costs	(575,300)	Reduction of budget for four transitional contractors; budgeted in FY 2020 but deferred to FY 2021.
Supplies & Other	(1,000)	
Treasury	223,000	
Contractual Services	(200,000)	
Personnel Costs	(12,000)	
Shared Services	435,000	Adjustment to Shared Services Bank Fees based on review of FY 2020 trends
Unallocated Reserve - Administrative Services	325,025	
Unallocated Reserve	325,025	
Grand Total	(9,781,700)	