

Highlights from Cheryl Porter, Chief Operating Officer – Water & Field Services

The Systems Control Area strategic initiatives include the following.

❖ **Control Systems Enhancement**

Drive the use of Ovation (distributed control system) and OSIsoft PI (application software for real-time data infrastructure solutions called process information) systems for technology enhancement and analytics

❖ **Operational Efficiency**

- Improve operational efficiency, maintain regulatory and environmental compliance, and accommodate future systems expansion.
- Implement real-time pump curves at all booster stations for pump efficiency monitoring.

Systems Control Contracts

The Systems Control budget contains several contractual services related to VFD (variable frequency drive) maintenance & service and specialized services for engineering, instrumentation & SCADA network. Budgeted amounts beyond contract date are estimates for future study updates or subsequent implementation of a program. These services would generally require a separate procurement process. In the chart below are the key contracts for these services. It should be noted that of these contracts both CON-158 & CON-089A are shared with other departments.

Project Description	VFD Maintenance & Service	Specialized Services (contract split w/ Field Service)	Professional Engineering Services for Instrumentation & SCADA	Low Voltage Electrical Wiring	(Wastewater) Regional River Water Quality Monitoring Program	Total
Prime Consultant	Siemens Industry	Lakeshore Global Corp	PCI LLC	Lakeshore Global Corp	U.S. Geological Survey	
Contract #	SCO-1091	GLWA-CON-158	CS-090A	CON-089A	2003901	
Contract Amount	\$250,000	\$15,139,200	\$10,302,138.76	\$5,498,000	\$1,365,000	
Contract End Date	07/17/20	07/17/20	8/14/21	04/17/2021	TBD	
Pre-FY 2020 Spend	\$ -	\$ 4,610,605	\$ 4,672,926	\$ 1,436,953		\$ 10,720,484
FY 2020 Actual	50,000	2,791,516	1,345,873	3,366,738	-	7,554,126
FY 2021 Budget	100,000	2,900,000	2,100,000	2,000,018		7,100,018
FY 2022 Requested	100,000	2,900,000	2,100,000	2,100,000	273,000	7,473,000
FY 2023 Requested	100,000	2,900,000	2,100,000	2,100,000	273,000	7,473,000
FY 2024 Requested	100,000	2,900,000	2,100,000	2,100,000	273,000	7,473,000
FY 2025 Requested	100,000	2,900,000	2,100,000	2,100,000	273,000	7,473,000
FY 2026 Requested	100,000	2,900,000	2,100,000	2,100,000	273,000	7,473,000
Total	\$ 650,000	\$ 24,802,121	\$ 18,618,799	\$ 17,303,709	\$ 1,365,000	\$ 62,739,628

Biennial Budget Request

The biennial budget reflects an increase of \$2,344,200, or 23.5% in Operations & Maintenance for FY2022. Key factors that impact the FY 2022 budget include the following.

- ❖ Contractual professional services budget increase of \$2,350,500 in FY 2022 is a result of the move of the CON-089A contract from Information Technology (\$2,000,000).
- ❖ This is also impacted by the new Regional River Water Quality Monitoring Program Contract (\$273,000). This contract is to be allocated 100% to wastewater as it aligns with their programs.

Biennial Budget Request by Expense Category

Expense Category	FY 2020 Actual	FY 2021 Adopted Budget	FY 2021 Activity as of 09.30.2020	FY 2022 Department Requested	FY 2022 Dollar Variance	FY 2022 Percent Variance	FY 2023 Department Requested
2.0 Personnel	\$ 4,635,600	\$ 4,435,100	\$ 1,183,300	\$ 4,530,300	\$ 95,200	2.1%	\$ 4,549,200
3.1 Electric	45,300	65,000	11,400	65,000	-	0.0%	65,000
3.2 Gas	200	500	-	200	(300)	-50.0%	200
3.3 Sewage Service	1,300	9,000	200	5,000	(4,000)	-44.4%	5,000
3.4 Water Service	500	600	100	600	-	0.0%	600
4.2 Supplies & Other	840,400	783,600	238,700	689,400	(94,200)	-12.0%	689,400
4.3 Contractual Services	4,950,700	5,207,000	1,256,200	7,557,500	2,350,500	45.1%	7,557,500
5.1 Capital Program Allocation	(96,500)	(104,300)	(23,900)	(98,500)	5,800	-5.5%	(98,900)
5.2 Shared Services	(1,341,900)	(437,800)	(109,400)	(446,600)	(8,800)	2.0%	(455,500)
Grand Total	\$ 9,035,600	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 2,344,200	23.5%	\$ 12,312,500

Biennial Budget Request by Team

Team	FY 2020 Actual	FY 2021 Adopted Budget	FY 2021 Activity as of 09.30.2020	FY 2022 Department Requested	FY 2022 Dollar Variance	FY 2022 Percent Variance	FY 2023 Department Requested
Systems Operations Control	\$ 9,035,600	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 2,344,200	23.5%	\$ 12,312,500
Grand Total	\$ 9,035,600	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 2,344,200	23.5%	\$ 12,312,500

Personnel Budget

Systems Control personnel consists of 44 positions for FY 2022. Systems Control is largely comprised of technicians that operate and maintain instrumentation equipment in the water and wastewater operations, field services, pumping stations, electrical systems, computerized process controls, and equipment. This staffing plan includes 2 apprentice positions. The creation of these positions shows GLWA's commitment to developing its workforce and sustaining it for the future.

The following tables provide three alternate views of the staffing plans and budget.

Staffing Plan - The table below presents the number of positions in the plan. Each position has a value of one. The position count does not distinguish between a position that is filled 100% (2,080 hours per year), filled for a number of hours less than 2,080 per year, or one that is vacant.

Staffing Plan – Number of Positions

Team	Prior Year FY 2020 Staffing Plan	Current Year FY 2021 Staffing Plan	FY 2022 Staffing Plan	FY 2023 Staffing Plan	FY 2024 Staffing Plan	FY 2025 Staffing Plan	FY 2026 Staffing Plan
Systems Control	43.00	43.00	44.00	44.00	44.00	44.00	44.00

*Full-time Equivalent*s - The table below presents “full-time equivalent” (FTE) staffing. FTE is based on the number of hours that the position is filled, or budgeted for, in a given year based upon a standard of 2,080 hours per year. For this budget area, the Staffing Plan and the FTEs are consistent.

*Full-time Equivalent*s

Team	FY 2020 FTEs	FY 2021 FTEs	FY 2022 FTEs	FY 2023 FTEs	FY 2024 FTEs	FY 2025 FTEs	FY 2026 FTEs
Systems Control	43.00	43.00	44.00	44.00	44.00	44.00	44.00

Personnel Budget - The table below presents the Systems Control personnel budget which consists of the following expense categories: Salaries & Wages, Salaries & Wages – Workforce Development, Overtime, Employee Benefits and Contractual Transition Services. The values for the personnel budget are based on the full-time equivalents table above using current pay levels. Wage and benefit adjustments are based on merit increases and are included in the Unallocated Reserve line item for the Central Services Operating Area which is shown in detail in the Operating Financial Plan Introduction section.

Personnel Budget

Team	FY 2021 Adopted Budget	FY 2022 Department Requested	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
Systems Control	\$ 4,435,100	\$ 4,530,300	\$ 4,549,200	\$ 4,568,100	\$ 4,587,000	\$ 4,605,900

Five Year Financial Plan

Five-Year Financial Plan by Expense Category

Expense Category	FY 2021 Adopted Budget	FY 2021 Activity as of 09.30.2020	FY 2022 Department Requested	FY 2022 Dollar Variance	FY 2022 Percent Variance	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
2.0 Personnel	\$ 4,435,100	\$ 1,183,300	\$ 4,530,300	\$ 95,200	2.1%	\$ 4,549,200	\$ 4,568,100	\$ 4,587,000	\$ 4,605,900
3.1 Electric	65,000	11,400	65,000	-	0.0%	65,000	65,000	65,000	65,000
3.2 Gas	500	-	200	(300)	-50.0%	200	300	300	300
3.3 Sewage Service	9,000	200	5,000	(4,000)	-44.4%	5,000	5,000	5,000	5,000
3.4 Water Service	600	100	600	-	0.0%	600	600	600	600
4.2 Supplies & Other	783,600	238,700	689,400	(94,200)	-12.0%	689,400	689,400	689,400	689,400
4.3 Contractual Services	5,207,000	1,256,200	7,557,500	2,350,500	45.1%	7,557,500	7,557,500	7,557,500	7,421,000
5.1 Capital Program Allocation	(104,300)	(23,900)	(98,500)	5,800	-5.5%	(98,900)	(99,300)	(99,600)	(100,000)
5.2 Shared Services	(437,800)	(109,400)	(446,600)	(8,800)	2.0%	(455,500)	(464,600)	(473,800)	(483,300)
Grand Total	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 2,344,200	23.5%	\$ 12,312,500	\$ 12,322,000	\$ 12,331,300	\$ 12,203,900

Five-Year Financial Plan by Team

Team	FY 2021 Adopted Budget	FY 2021 Activity as of 09.30.2020	FY 2022 Department Requested	FY 2022 Dollar Variance	FY 2022 Percent Variance	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
Field Services	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 2,344,200	23.5%	\$ 12,312,500	\$ 12,322,100	\$ 12,331,300	\$ 12,203,900
Grand Total	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 2,344,200	23.5%	\$ 12,312,500	\$ 12,322,000	\$ 12,331,300	\$ 12,203,900

Capital Outlay

Systems Control five-year capital outlay is funded by the Improvement & Extension (I&E) budget.

Five-Year Capital Outlay Plan by Asset Category

Asset Category	FY 2021 Adopted Budget	FY 2022 Department Requested	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
Improvement & Extension	\$ 2,950,000	\$ 2,812,500	\$ 2,975,000	\$ 2,775,000	\$ 3,400,000	\$ 3,750,000
Information Technology	75,000	75,000	75,000	75,000	75,000	75,000
Software	75,000	75,000	75,000	75,000	75,000	75,000
Machinery & Equipment	2,875,000	2,737,500	2,900,000	2,700,000	3,325,000	3,675,000
Controls & Communication	500,000	375,000	375,000	375,000	625,000	500,000
Pipes, Gates & Valves	300,000	450,000	450,000	450,000	450,000	450,000
Process Equipment/Treatment	575,000	412,500	575,000	375,000	375,000	475,000
Pumps & Motors	1,500,000	1,500,000	1,500,000	1,500,000	1,875,000	2,250,000
Grand Total	\$ 2,950,000	\$ 2,812,500	\$ 2,975,000	\$ 2,775,000	\$ 3,400,000	\$ 3,750,000

Five-Year Capital Outlay Plan by Funding Source

Funding Source	FY 2021 Adopted Budget	FY 2022 Department Requested	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
Improvement & Extension	\$ 2,950,000	\$ 2,812,500	\$ 2,975,000	\$ 2,775,000	\$ 3,400,000	\$ 3,750,000
Grand Total	\$ 2,950,000	\$ 2,812,500	\$ 2,975,000	\$ 2,775,000	\$ 3,400,000	\$ 3,750,000

Five-Year Capital Outlay Plan by Team

Team	FY 2021 Adopted Budget	FY 2022 Department Requested	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
Systems Control	\$ 2,950,000	\$ 2,812,500	\$ 2,975,000	\$ 2,775,000	\$ 3,400,000	\$ 3,750,000
Grand Total	\$ 2,950,000	\$ 2,812,500	\$ 2,975,000	\$ 2,775,000	\$ 3,400,000	\$ 3,750,000

Line Item Budget and Financial Plan

The five-year plan with a line item expense budget begins on the next page. The expenses are listed in report order by cost center. Because many of GLWA's initiatives expand multiple years, this planning document provides the information to smooth out expenses over time and/or plan for annual fluctuations.

Cost Center & Expense Category	FY 2020 Actual	FY 2021 Adopted Budget	FY 2021 Activity as of 09.30.2020	FY 2022 Department Requested	FY 2023 Department Requested	FY 2024 Department Requested	FY 2025 Department Requested	FY 2026 Department Requested
882301 - Systems Operations Control	\$ 9,035,600	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 12,312,500	\$ 12,322,000	\$ 12,331,300	\$ 12,203,900
2.1 Salaries & Wages	2,429,500	2,347,300	641,300	2,590,000	2,590,000	2,590,000	2,590,000	2,590,000
2.2 Workforce Development	264,700	279,700	4,100	94,500	94,500	94,500	94,500	94,500
2.3 Overtime	938,100	800,000	295,400	900,000	900,000	900,000	900,000	900,000
2.4 Employee Benefits	1,003,300	1,008,100	242,400	945,800	964,700	983,600	1,002,500	1,021,500
3.1 Electric	45,300	65,000	11,400	65,000	65,000	65,000	65,000	65,000
3.2 Gas	200	500	-	200	200	300	300	300
3.3 Sewage Service	1,300	9,000	200	5,000	5,000	5,000	5,000	5,000
3.4 Water Service	500	600	100	600	600	600	600	600
4.2 Supplies & Other	840,400	783,600	238,700	689,400	689,400	689,400	689,400	689,400
Capital Outlay less than \$5,000	179,900	130,000	-	130,000	130,000	130,000	130,000	130,000
Employee Uniform Expense	20,400	20,000	3,800	20,000	20,000	20,000	20,000	20,000
Inspection and Permit Fees	-	1,000	-	-	-	-	-	-
Memberships, Licenses & Subscriptions	700	10,400	-	10,500	10,500	10,500	10,500	10,500
Mileage and Parking	4,900	4,000	400	4,000	4,000	4,000	4,000	4,000
Office Supplies	11,300	12,200	1,300	12,200	12,200	12,200	12,200	12,200
Operating Supplies	60,100	169,700	163,800	114,800	114,800	114,800	114,800	114,800
Operating Supplies-Janitorial	900	1,000	-	1,000	1,000	1,000	1,000	1,000
Property Taxes	100	4,000	-	-	-	-	-	-
Rentals-Buildings	77,700	38,100	5,200	38,100	38,100	38,100	38,100	38,100
Repairs & Maintenance-Equipment	150,300	135,000	13,600	150,000	150,000	150,000	150,000	150,000
Repairs & Maintenance-Hardware	306,100	119,000	39,600	119,000	119,000	119,000	119,000	119,000
Repairs & Maintenance-Software	10,600	73,200	11,100	50,300	50,300	50,300	50,300	50,300
Training and Internal Meetings	6,600	53,000	-	28,000	28,000	28,000	28,000	28,000
Travel	9,600	10,000	-	10,000	10,000	10,000	10,000	10,000
Tuition Refund	1,200	3,000	-	1,500	1,500	1,500	1,500	1,500
4.3 Contractual Services	4,950,700	5,207,000	1,256,200	7,557,500	7,557,500	7,557,500	7,557,500	7,421,000
Contract Services-Information Technology	40,000	210,000	-	210,000	210,000	210,000	210,000	210,000
Contractual Buildings & Grounds Maint	2,900	5,000	500	5,000	5,000	5,000	5,000	5,000
Contractual Operating Services	1,066,300	1,392,000	563,100	3,492,000	3,492,000	3,492,000	3,492,000	3,492,000
Contractual Professional Services	3,841,500	3,600,000	692,700	3,850,500	3,850,500	3,850,500	3,850,500	3,714,000
5.1 Capital Program Allocation	(96,500)	(104,300)	(23,900)	(98,500)	(98,900)	(99,300)	(99,600)	(100,000)
5.2 Shared Services	(1,341,900)	(437,800)	(109,400)	(446,600)	(455,500)	(464,600)	(473,800)	(483,300)
Shared Services : Salaries & Wages Reimb	(423,700)	(138,200)	(34,500)	(141,000)	(143,800)	(146,700)	(149,600)	(152,600)
Shared Services Reimbursement	(749,100)	(244,400)	(61,100)	(249,300)	(254,300)	(259,400)	(264,500)	(269,800)
Shared Services: Employee Benefit Reimb	(169,100)	(55,200)	(13,800)	(56,300)	(57,400)	(58,500)	(59,700)	(60,900)
Grand Total	\$ 9,035,600	\$ 9,958,700	\$ 2,556,600	\$ 12,302,900	\$ 12,312,500	\$ 12,322,000	\$ 12,331,300	\$ 12,203,900