

**Department of Public Works  
Transmittal of Authority for Expenditure Document for  
Approval by the Board**

APPROVED BY THE BOARD  
PUBLIC WORKS OF THE  
CITY OF LOS ANGELES  
CALIFORNIA

**Date:** March 11, 2025

**MAR 19 2025**

**To:** TJ Knight, Assistant Executive Officer  
Board of Public Works

*E. Knight*  
**Executive Officer  
Board of Public Works**

**From:** BPW-Office of Accounting  
For – Bureau of Sanitation

**Re:** Authority for Expenditure Number: AE 25761173Y \$38,750.00

The Department's procedures require that the attached Authority for Expenditure be approved by the Board of Public Works.

Please schedule it on the Board agenda for next meeting.

After approval by the Board, please transmit it to a Commissioner for approval as "Head of Department." The approved document should then be returned to the Office of Accounting for further processing. Please contact the following person for pick-up.

**OOA**

**Attn: Jefferson Eligio**

Email: jefferson.eligio@lacity.org or (213) 978-0915

Room 924, City Hall

For additional information on this AE if needed, please call DEBORAH PEOPLES (213) 485-2696

**AUTHORITY FOR EXPENDITURE**



Dept. PW/ LA Sanitation and Environment

|  |                            |                                    |                                 |  |   |   |                                       |
|--|----------------------------|------------------------------------|---------------------------------|--|---|---|---------------------------------------|
| DOC CODE<br><b>GAEAE</b>   | DOC DEPT. CD.<br><b>50</b> | DOCUMENT ID.                       |                                 |  | DOC. DATE<br>M M D B Y Y<br><b>12/13/24</b> | ACCTG. PERIOD<br>P P Y Y                  | BUDGET F.Y.<br>Y Y<br><b>25</b>       |
| TYPE<br><b>AE</b>  |                            | F.Y.<br><b>25</b>                  | AUTHORITY NO.<br><b>761173Y</b> |  |   |   |                                       |
| ACTION<br><input checked="" type="checkbox"/> ORIG. ENTRY (E)<br><input type="checkbox"/> ADJUSTMENT (M) | EVENT TYPE<br><b>PRAE</b>  | VENDOR CODE<br><b>VC0000022033</b> |                                 |  | SS OR IRS ID NO.                            | COMMENTS OR BTRC NO.<br><b>6666666666</b> | DOCUMENT TOTAL<br><b>\$ 38,750.00</b> |

TO: (NAME AND ADDRESS)  
**US ENVIRONMENTAL PROTECTION AGENCY**  
**1300 PENNSYLVANIA AVE, NW CODE 2733R**  
**WASHINGTON DC 20004-3002**  
 PHONE NUMBER: (202) 564-7593

PLEASE FURNISH TO THE CITY OF LOS ANGELES, CARE OF (GIVE ADDRESS)  
**LA Sanitation and Environment/FMD**  
**1149 S. Broadway, 9th Floor**  
**Los Angeles, CA 90015**  
 Attention: BPW Commissioner Briefing & BPW Meeting  
 Parvati Proffitt (213) 485-3148 or Thien Phan (213) 485-4247

| LINE NO  | FUND | DEPT | APPR. UNIT | OBJECT   | DOBJ  | DESCRIPTION           | AMOUNT       | ID         |      |        |              |          |
|----------|------|------|------------|----------|-------|-----------------------|--------------|------------|------|--------|--------------|----------|
| NL       | 761  | 50   | 50A700     | 602      | 60230 | Loan Modification Fee | \$ 38,750.00 |            |      |        |              |          |
| QUANTITY |      | ID   | U.O.M.     | UNIT     | PROJ  | PROJECT               | ACTIVITY     | WORK ORDER | TASK | S/TASK | CHANGE ORDER | FUNCTION |
|          |      |      |            | 82024000 |       |                       |              | S11FWSVF   | TTT  | TTT    |              |          |

| LINE NO. | FUND | DEPT. | APPR. UNIT | OBJECT | DOBJ | DESCRIPTION | AMOUNT   | ID         |      |        |              |          |
|----------|------|-------|------------|--------|------|-------------|----------|------------|------|--------|--------------|----------|
| QUANTITY |      | ID    | U.O.M.     | UNIT   | PROJ | PROJECT     | ACTIVITY | WORK ORDER | TASK | S/TASK | CHANGE ORDER | FUNCTION |

FOR

LA Sanitation and Environment (LASAN) is requesting \$38,750 from the Sewer Capital Fund to pay the US Environmental Protection Agency (EPA) for administrative costs to modify the Water Infrastructure Finance and Innovation Act (WIFIA) loan agreement during July 1, 2024 to October 30, 2024. There is no impact to the General Fund

In September 2021, LASAN entered into a loan agreement for the Donald C. Tillman Water Reclamation Plant (DCTWRP) Advanced Water Purification Facility (AWPF) Project, which is in Council District 6. This project will turn the City's wastewater into a sustainable water source for groundwater replenishment to meet One Water LA 2040 Plan goals.

*Eva P. Sung*  
 Eva P. Sung, Division Manager  
 12/17/2024  
 Date

APPROVED BY THE BOARD  
 PUBLIC WORKS OF THE  
 CITY OF LOS ANGELES  
 CALIFORNIA

TO THE OFFICE OF THE CONTROLLER.

PURSUANT TO PROVISIONS OF THE CITY CHARTER AND TO THE ANNUAL DEPARTMENTAL BUDGET APPROPRIATIONS OR OF APPROPRIATIONS MADE SUBSEQUENT TO THE BUDGET, THIS IS AUTHORITY TO ISSUE A DEMAND ON THE FUND AND DEPARTMENT DESCRIBED ABOVE.

OOA **MAR 19 2025** 2.2025

ORIGINAL/ADJUSTED AUTH. TOTAL

\$ 38,750.00

CONTRACT OR OFFER NO. (STRIKE OUT ONE)

BUREAU OR DIVISION HEAD  
 Barbara Romero, Director *Barbara Romero*  
 DATE  
 1/6/2025

*Executive Officer*  
 Board of Public Works  
 HEAD OF DEPARTMENT  
 DATE  
 3/19/25

ACCOUNTING *C. Bordador*  
 Miguel De La Pena, Director  
 DATE  
 03.07.25

CITY ATTORNEY APPROVAL OF ~~OFFER~~ OVER \$25,000  
 Virginia Choi, Deputy City Attorney *Virginia Choi*  
 DATE  
 2/6/2025

READ THIS CAREFULLY. THIS A.F.E. MUST BE APPROVED FOR FUNDS BY THE CITY CONTROLLER BEFORE SERVICE IS RENDERED. THIS FORM SHALL NOT BE USED FOR THE PURCHASE OF MATERIALS, SUPPLIES OR RENTAL OF EQUIPMENT. INVOICES IN DUPLICATE MUST BE FORWARDED TO THE DEPARTMENT TO WHICH SERVICES WERE RENDERED.

CONTROLLER'S APPROVAL

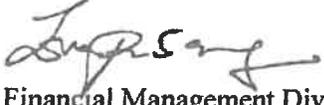
- (1) DOCUMENT NUMBER, NAME AND ADDRESS OF DEPARTMENT MUST APPEAR ON ALL INVOICES.
- (2) IN CASE OF A DELAY IN PAYMENT OF INVOICE BEYOND 30 DAYS FOLLOWING THE DATE OF INVOICE, PLEASE NOTIFY THE CONTROLLER IN WRITING GIVING REFERENCE TO A.F.E. NUMBER, AND STATE TO WHAT DEPARTMENT SERVICE WAS RENDERED.

CITY OF LOS ANGELES  
INTER-DEPARTMENTAL CORRESPONDENCE

**DATE:** December 13, 2024

**TO:** Rick Cole, Chief Deputy Controller  
Office of the Controller

**ATTN:** James Robinson, Principal Deputy Controller

**FROM:** Eva P. Sung, Division Manager   
LA Sanitation and Environment, Financial Management Division

**SUBJECT:** US EPA: CONSTRUCTION PERIOD SERVING FEE AE25761173Y  
(INCREASE)

LA Sanitation and Environment (LASAN) is requesting \$38,750 from the Sewer Capital Fund to pay the US Environmental Protection Agency (EPA) for administrative costs to modify the Water Infrastructure Finance and Innovation Act (WIFIA) loan agreement during July 1, 2024 to October 30, 2024. There is no impact to the General Fund.

WIFIA is a federal credit program administered by the US EPA for eligible water and wastewater infrastructure projects. In September 2021, LASAN entered into a loan agreement for the Donald C. Tillman Water Reclamation Plant (DCTWRP) Advanced Water Purification Facility (AWPF) Project, which is in Council District 6. Necessary changes to the funding plan for the DCTWRP AWPF lead LASAN to request a modification to the drawdown schedule and amortization of the loan. On October 17, 2024, a loan amendment with the EPA was executed. EPA requires reimbursement of their administrative costs for processing the modification.

These projects will turn the City's wastewater into a sustainable water source for groundwater replenishment to meet One Water LA 2040 Plan goals. Utilizing the WIFIA loan will allow LASAN to proceed with this project while realizing a cost savings compared to other financing options such as revenue bonds.

This expenditure is to be paid from Fund 761 (Sewer Capital Fund), Department 50, Account 50A700, Department Object 60230 – Permits and Fees.

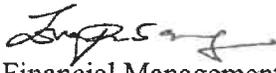
If there are any questions or further explanation is needed, please contact Parvati Proffitt (213) 485-3148 or Thien Phan (213) 485-4247.

CITY OF LOS ANGELES  
INTER-DEPARTMENTAL CORRESPONDENCE

**DATE:** December 13, 2024

**TO:** Rick Cole, Chief Deputy Controller  
Office of the Controller

**ATTN:** James Robinson, Principal Deputy Controller

**FROM:** Eva P. Sung, Division Manager   
LA Sanitation and Environment, Financial Management Division

**SUBJECT:** **AFTER-THE-FACT AND JUSTIFICATION MEMO: US EPA  
CONSTRUCTION PERIOD SERVING FEE AE25761173Y (INCREASE)**

LA Sanitation and Environment (LASAN) is requesting \$38,750 from the Sewer Capital Fund to pay the US Environmental Protection Agency (EPA) for administrative costs to modify the Water Infrastructure Finance and Innovation Act (WIFIA) loan agreement during July 1, 2024 to October 30, 2024. There is no impact to the General Fund.

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These projects will turn the City's wastewater into a sustainable water source for groundwater replenishment to meet One Water LA 2040 Plan goals. Utilizing the WIFIA loan will allow LASAN to proceed with this project while realizing a cost savings compared to other financing options such as revenue bonds.

The AE25761173Y encumbrance request is after the fact because there was the need to gather the required documents and information.

This expenditure is to be paid from Fund 761 (Sewer Capital Fund), Department 50, Account 50A700, Department Object 60230 – Permits and Fees.

If there are any questions or further explanation is needed, please contact Parvati Proffitt (213) 485-3148 or Thien Phan (213) 485-4247.

# LWO – DEPARTMENTAL DETERMINATION FORM

## REQUIRED DOCUMENTATION FOR ALL CONTRACTS

**This form will aid Awarding Departments with determining whether or not a contract is subject to the LWO. It must be completed by the AWARDING DEPARTMENT and submitted to the Office of Contract Compliance AFTER THE CONTRACT HAS BEEN EXECUTED. INCOMPLETE SUBMISSIONS WILL BE RETURNED. Please refer to the endnotes for more details.**

| AWARDING DEPARTMENT INFO   |   |  |  |                          |
|--|---|--|--|--------------------------|
| Dept: <u>LASAN</u> Contract Administrator: <u>Yaowaluck Watanasriroj</u> Contact Phone: <u>(213) 485-2304</u> MS# <u>581</u> |   |  |  |                          |
| CONTRACT INFO  |   |  |  |                          |
| Contractor Name: <u>US Environmental Protection Agency</u>   |   | Contract# <u>AE25761173Y</u>   |  |                          |
| Contractor Address: <u>1300 Pennsylvania Ave, NW Code 2733R City: Washington</u>   |   | State: <u>DC</u> Zip: <u>20004-3002</u>  |  |                          |
| Project/Contract Name: <u>Construction Period Servicing Amendment Fee</u>  |   |  |  |                          |
| Purpose of Contract: <u>Payment for the fee incurred by EPA</u>  |   |  |  |                          |
| Contract Amount: <u>\$ 38,7500.00</u>  |   | Term: Start Date <u>07/01/24</u> End Date <u>10/30/24</u>  |  |                          |
| SECTION I:<br>DETERMINING APPLICABILITY TO LWO   |   |  |  |                          |
| 1  | Check off <b>ONE</b> box that best describes the contract, then Continue to #2: This is a <input checked="" type="checkbox"/> New Contract <input type="checkbox"/> Contract Amndmt # --  |  |  |                          |
| 2  | If you checked off "New Contract" above, SKIP to Question #5 to determine whether this New contract is subject to the LWO.  |  |  |                          |
| 3  | If you checked off "Contract Amendment" Please answer the following questions about the original contract:  |  |  |                          |
|  | a Was the original contract subject to the LWO?   | <input type="checkbox"/> Yes <input type="checkbox"/> No   |  |                          |
|  | b Was the original contract approved for an exemption?  | <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, please note what type of exemption it received:   |  |                          |
| 4  | If you checked off YES to 3a OR 3b, THIS FORM IS NOW COMPLETE – PLEASE SUBMIT PAGE 1 ONLY TO OCC. If you checked off NO to 3a AND 3b, Continue to #5 to determine whether this Contract Amendment is subject to the LWO.  |  |  |                          |
| 5  | Check off <b>ONE</b> box in Parts A, B, C or D below that best describes the contract, then Continue to #6:   |  |  |                          |
| These are contracts NOT SUBJECT, NOT APPLICABLE to LWO:  |   | These contracts <b>MAY</b> or <b>MAY NOT</b> BE SUBJECT, or <b>MAY</b> or <b>MAY NOT</b> BE APPLICABLE to LWO:   |  |                          |
| PART A   |   | PART B   | PART C   | PART D                   |
| <input type="checkbox"/>   | Service contract that is less than 3 months <b>OR</b> \$25,000 or less  | <input type="checkbox"/>   | Service contract that is at least 3 months <b>AND</b> over \$25,000. | <input type="checkbox"/> |
| <input checked="" type="checkbox"/>  | Other governmental entity <sup>2</sup>  |  |  | <input type="checkbox"/> |
| <input type="checkbox"/>   | Purchase or rental of goods, equipment, property <sup>3</sup>   |  |  | <input type="checkbox"/> |
| <input type="checkbox"/>   | Construction contract <sup>4</sup>  |  |  | <input type="checkbox"/> |
| <input type="checkbox"/>   | Funded by Business Improvement District (BID) assessment money <sup>5</sup>   |  |  | <input type="checkbox"/> |
| <input type="checkbox"/>   | Financial assistance is below <b>both</b> LWO CFAR thresholds: <sup>6</sup><br>(a) Financial assistance must be less than \$1 Million in a 12-month period <b>AND</b><br>(b) Is less than \$100,000 if on a continuing basis (such as a loan at a rate lower than the Applicable Federal Rate).   |  |  | <input type="checkbox"/> |
| 6  | If you checked off any box in Part A - THIS FORM IS NOW COMPLETE – PLEASE SUBMIT PAGE 1 ONLY TO OCC.  |  |  |                          |
| 7  | If you checked off a box in Part B or C, SKIP TO #9.  |  |  |                          |
| 8  | If you checked off the box in Part D, SKIP TO #13.  |  |  |                          |
| 9  | If you have a service contract, answer questions a, c and d ONLY, then Continue to #10.<br>If you have a public lease/license, answer questions b, c and d ONLY, then Continue to #10.  |  | YES  | NO                       |
|  | a   | Are some of the services rendered by employees whose work site is on property owned by the City?   | <input type="checkbox"/>   | <input type="checkbox"/> |
|  | b   | Are the services rendered on premises at least a portion of which is visited by substantial numbers of the public on a frequent basis (including, but not limited to, airport passenger terminals, parking lots, golf courses, recreational facilities)? | <input type="checkbox"/>   | <input type="checkbox"/> |
|  | c   | Could the services feasibly be performed by City employees if the awarding authority had the requisite financial and staffing resources?   | <input type="checkbox"/>   | <input type="checkbox"/> |
|  | d   | Has the DAA determined in writing that coverage would further the proprietary interests of the City?   | <input type="checkbox"/>   | <input type="checkbox"/> |
| 10   | If you checked off <b>ANY</b> boxes in the YES column, this contract is <b>APPLICABLE TO THE LWO</b> (it is <b>SUBJECT</b> ). Continue onto SECTION II. Otherwise, continue to #11.   |  |  |                          |
| 11   | You <b>DID NOT</b> check off <b>ANY</b> boxes in the YES column. This contract is <b>NOT APPLICABLE TO THE LWO</b> (it is <b>NOT SUBJECT</b> ). Fill and submit LW-10, OCC Exemption Application for approval prior to contract execution found here: <a href="http://bca.lacity.org/index.cfm?next=ee&amp;next_body=div_occ_lwo_forms.cfm">http://bca.lacity.org/index.cfm?next=ee&amp;next_body=div_occ_lwo_forms.cfm</a> , then Continue to #12. |  |  |                          |
| 12   | Has the exemption been approved? If YES, THIS FORM IS NOW COMPLETE – <u>Once the contract has been executed</u> , SUBMIT LW-1, Page 1 ONLY and the APPROVED EXEMPTION FORM TO OCC. If NO, Continue onto SECTION IV.   |  |  |                          |
| 13   | Answer the following question to determine whether the CFAR is subject to the LWO, then Continue to #14.  |  | YES  | NO                       |
|  | a   | Does the agreement intend to promote economic development?   | <input type="checkbox"/>   | <input type="checkbox"/> |
| 14   | If you checked off NO this contract is <b>NOT APPLICABLE TO THE LWO</b> (it is <b>NOT SUBJECT</b> ). PLEASE SUBMIT PAGE 1 ONLY TO OCC. Otherwise, Continue to Question #15.   |  |  |                          |
| 15   | Answer the following questions to determine whether the CFAR is subject to the LWO:   |  | YES  | NO                       |
|  | a   | Is the Financial Assistance given in a 12-month period and above \$1 Million?  | <input type="checkbox"/>   | <input type="checkbox"/> |
|  | b   | Is the Financial Assistance \$100,000 or more on a continuing basis?   | <input type="checkbox"/>   | <input type="checkbox"/> |
| 16   | If you checked off <b>ANY</b> boxes in the YES column, this contract is <b>APPLICABLE TO THE LWO</b> (it is <b>SUBJECT</b> ). Continue onto SECTION II. Otherwise, this contract is <b>NOT APPLICABLE TO THE LWO</b> (it is <b>NOT SUBJECT</b> ). PLEASE SUBMIT PAGE 1 ONLY TO OCC.   |  |  |                          |

AUTHORITY FOR EXPENDITURES (AE)  
SUPPLEMENTARY INFORMATION

VENDOR NAME AND ADDRESS:

US ENVIRONMENTAL PROTECTION AGENCY  
1300 PENNSYLVANIA AVE, NW CODE 2733R  
WASHINGTON DC 20004-3002

SERVICE TYPE (CHECK ONE):

ONE TIME

DATE/TIMEFRAME  
FOR SERVICES:

July 1, 2024 to October 30, 2024

CONTINUING

INTERMITTENT

IS SERVICE IN CONJUNCTION WITH OTHER BUREAU OR GOVT. ENTITY(IES)? (CHECK ONE)

YES

NO

IF YES, NAMES OF ENTITY(IES):

US Environmental Protection Agency

NATURE OF COOPERATIVE AGREEMENT:

LA Sanitation and Environment (LASAN) is requesting \$38,750 from the Sewer Capital Fund to pay the US Environmental Protection Agency (EPA) for administrative costs to modify the Water Infrastructure Finance and Innovation Act (WIFIA) loan agreement during July 1, 2024 to October 30, 2024. There is no impact to the General Fund.

In September 2021, LASAN entered into a loan agreement for the Donald C. Tillman Water Reclamation Plant (DCTWAdvanced Water Purification Facility (AWPF) Project, which is in Council District 6. This project will turn the City's wastewater into a sustainable water source for groundwater replenishment to meet One Water LA 2040 Plan goals.

STATE REASON(S) FOR SERVICE(S) TO BE COMPLETED AND PAID THROUGH AE FORMAT RATHER THAN AS A PERSONAL SERVICE CONTRACT OR CITY CONTRACT.

THIS IS AN ANNUAL PAYMENT.

DIVISION: FINANCIAL MANAGEMENT DIVISION

CONTACT PERSON: Yaowaluck Watanasriroj (213)485-2304

DATE: 12/23/2024



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WIFIA Program  
1200 Pennsylvania Avenue, N.W.  
Washington, D.C. 20460

**Notice of Amendment Fee**  
**Loan number – N18109CA – FEE02**

November 27, 2024

Matthew Szabo  
Chief  
City of Los Angeles  
200 North Main Street, Room 1500  
Los Angeles, CA 90012

Subject: D.C. Tillman Advanced Water Purification Facility Project (N18109CA)

Dear Mr. Szabo,

WIFIA has finalized a recent modification to your loan. Please pay \$38,750.00 to EPA for the costs rendered in modifying or amending your loan. Please remit the total due at your earliest convenience, but no later than 30 days from the date of this notice.

For initiating and transmitting the required fee payment, the attached document, "How to make a payment to EPA – WIFIA Program" identifies the payment methods we accept as well as the office to contact if there are questions. Please note the loan number of N18109CA - FEE03 and payment type 'Amendment Fee' in your payment submission.

Please reach out to Elizabeth Tran at [tran.elizabeth@epa.gov](mailto:tran.elizabeth@epa.gov) if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jorianne Jernberg".

Jorianne Jernberg  
Director, WIFIA Management Division

cc EPA's Office of the Controller: [OCFO-OC-ACAD-WIFIA@epa.gov](mailto:OCFO-OC-ACAD-WIFIA@epa.gov)  
WIFIA Portfolio Management: [WIFIA\\_portfolio@epa.gov](mailto:WIFIA_portfolio@epa.gov)  
Elizabeth Tran: [Tran.elizabeth@epa.gov](mailto:Tran.elizabeth@epa.gov)

## HOW TO MAKE A FEE PAYMENT TO EPA WIFIA PROGRAM

Please select one of the acceptable payment methods and follow the instructions provided below for sending WIFIA payments to EPA.

**For questions about payments to EPA please contact EPA's Office of the Controller:**

Phone: 202-564-7593. Voicemails can be left when calling outside business hours

Email: [OCFO-OC-ACAD-WIFIA@epa.gov](mailto:OCFO-OC-ACAD-WIFIA@epa.gov)

**For questions about the WIFIA program:**

Email: [wifia@epa.gov](mailto:wifia@epa.gov)

## ACCEPTABLE METHODS FOR WIFIA PAYMENTS TO EPA

### OPTION 1 PAY.GOV

Use of Pay.gov to make payments to EPA is the preferred electronic payment method. In Pay.gov, users can track their payments to EPA and schedule recurring or automatic payments. Although it is not mandatory to register for a user id to access and use Pay.Gov, registration is recommended to have access to all Pay.gov system functionality.

1. Remove Debit Block - Before submitting payments through Pay.gov, users should contact their financial institution to remove any debit blocks and add EPA to the list of payees. In addition, the financial institution will need to add EPA's company ID (6801009915) for WIFIA fees. Once the financial institution removes the debit block and sets up the company ID, users can set up Pay.gov to submit payments.
2. Access the Pay.gov system by going to <https://www.pay.gov> and search for WIFIA or click on the following hyperlink to directly launch the WIFIA Loan Collection & Fees Form.
3. Provide the following information on your payment to ensure proper credit:
  - Remitter's contact phone number
  - Company/Organization Name as it appears on EPA document
  - Complete address, including city, state, zip code
  - Project Name
  - Loan Number: this is EPA WIFIA Loan number, NOT the remitter's number
  - From the "Payment Type" drop down menu select the type from the Fee Notice letter
  - Other Description: please note the reference number from the Fee Notice letter
4. Follow the remaining on-screen instructions to successfully process the payment to EPA.
5. Send an email to [OCFO-OC-ACAD-WIFIA@epa.gov](mailto:OCFO-OC-ACAD-WIFIA@epa.gov) and [wifia\\_portfolio@epa.gov](mailto:wifia_portfolio@epa.gov) informing that a payment has been made.

## OPTION 2 CREDIT GATEWAY: FEDWIRE AND ACH

Depending on preferences, Credit Gateway allows users to submit payment either via FedWire (electronic interbank transfers) or ACH (direct deposit). The primary differences are:

|                                   | <b>FedWire</b>              | <b>ACH (Automated Clearing House)</b> |
|-----------------------------------|-----------------------------|---------------------------------------|
| <b>Fees</b>                       | Charges fees                | Less expensive than FedWire           |
| <b>Transaction Speed</b>          | Faster transfers            | May take up to a few days             |
| <b>Security</b>                   | Less secure                 | More secure                           |
| <b>International Capabilities</b> | Can be sent internationally | U.S.-only network                     |
| <b>Processing time</b>            | Within 24 hours             | A few hours to several days           |

Users must work within the processing guidelines established by their bank, which may include processing cutoffs, transaction fees, and other bank requirements. Banks that do not maintain an account at the Federal Reserve Bank (FRB) must use the services of correspondent banks that do have an FRB account.

### FEDWIRE

To process a payment using FedWire please:

1. Send FedWire deposits as early as possible and no later than 5PM ET on the desired EPA receipt date.
2. Review the FedWire form Instructions provided in Attachment 1 and complete the form. It is very important that all relevant details identified in the instructions are accurate.
3. Send an email to [OCFO-OC-ACAD-WIFIA@epa.gov](mailto:OCFO-OC-ACAD-WIFIA@epa.gov) and [wifia\\_portfolio@epa.gov](mailto:wifia_portfolio@epa.gov) informing that a payment has been made.

### AUTOMATED CLEARING HOUSE (ACH)

To process payments using ACH please:

1. Send ACH payments as early as possible and no later than 3 business days before the desired EPA receipt date.
2. Review the ACH form Instructions provided in Attachment 2 and complete the form. It is important that all relevant details identified in the instructions are accurate.
3. Send an email to [OCFO-OC-ACAD-WIFIA@epa.gov](mailto:OCFO-OC-ACAD-WIFIA@epa.gov) and [wifia\\_portfolio@epa.gov](mailto:wifia_portfolio@epa.gov) informing that the payment has been made.

## Attachment 1 – FedWire Payment Form and Instructions

Please provide the following instructions to your Financial Institution for the remittance of Fedwire payments to the United States Environmental Protection Agency.

| Fedwire Field Tag | Fedwire Field Name                                    | Required Information                     |
|-------------------|---|--|
| {1510}            | Type/Subtype  | <b>1000</b>                              |
| {2000}            | <i>Amount</i>   |  |
| {3400}            | Receiver ABA routing number *                         | <b>021030004</b>                         |
| {3400}            | Receiver ABA short name                               | <b>TREAS NYC</b>                         |
| {3600}            | Business Function Code                                | <b>CTR (or CTP)</b>                      |
| {4200}            | Beneficiary Identifier (account number)               | <b>868010099007</b>                      |
| {4200}            | Beneficiary Name                                      | <b>US EPA – WIFIA Loans</b>              |
| {5000}            | <i>Originator</i>                                     |  |
| {6000}            | <i>Originator to Beneficiary Information – Line 1</i> | <b>FEE TYPE – (Loan Number-Fee Type)</b> |
| {6000}            | Originator to Beneficiary Information – Line 2        |  |
| {6000}            | Originator to Beneficiary Information – Line 3        |  |
| {6000}            | Originator to Beneficiary Information – Line 4        |  |

\* The financial institution address for Treasury’s routing number is 33 Liberty Street, New York, NY 10045

### Agency Contact:

Collections Inquiry Mailbox  
 US Environmental Protection Agency  
 Office of the Controller  
 Fees and Collections Branch  
 Collections\_Inquiry\_Mailbox@epa.gov

## Attachment 2 - ACH Credit Gateway Form and Instructions

Please provide the following instructions to your Financial Institution for the remittance of Automated Clearing House (ACH) credits to the United States Environmental Protection Agency.

| NACHA Record Type Code | NACHA Field | NACHA Data Element Name                      | Required Information  |
|------------------------|-------------|--|---|
| 5                      | 3           | <i>Company Name</i>                          |   |
| 5                      | 6           | Standard Entry Class Code                    | CCD   |
| 5                      | 9           | Effective Entry Date                         |   |
| 6                      | 2           | Transaction Code*                            | 22  |
| 6                      | 3 & 4       | Receiving DFI Identification (ABA routing #) | 051036706   |
| 6                      | 5           | DFI Account Number                           | 868010099007  |
| 6                      | 6           | <i>Amount</i>                                |   |
| 6                      | 8           | <i>Receiving Company Name</i>                | US EPA – WIFIA Loans<br>FEE TYPE – (Loan Number-Fee Type in fee notice) |

**ACH bank information:**

Name: Credit Gateway – ACH Receiver  
 Address: 33 Livingston Ave. St. Paul, MN 55107  
 Phone number: 1-877-815-1206

**Agency Contact:**

Collections Inquiry Mailbox  
 Fees and Collections Branch  
 Office of the Controller  
 US Environmental Protection Agency  
 Collections\_Inquiry\_Mailbox@epa.gov

**Request for Taxpayer  
Identification Number and Certification**

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**United States Environmental Protection Agency**

2 Business name (disregarded entity name, if different from above)

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ **Federal Agency**

4 Exempt ons (codes apply only to certain entities, not individuals, see instructions on page 3):  
Exempt payee code (if any) \_\_\_\_\_  
Exemption from FATCA reporting code (if any) \_\_\_\_\_

5 Address (number, street, and apt. or suite no.) See instructions.  
**1300 Pennsylvania Ave NW, Mail Code 2733R**

6 City, state, and ZIP code  
**Washington, DC 20004-3002**

7 List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

Or

Employer identification number

|   |   |  |   |   |   |   |   |   |   |
|---|---|--|---|---|---|---|---|---|---|
| 5 | 2 |  | 0 | 8 | 5 | 2 | 6 | 9 | 5 |
|---|---|--|---|---|---|---|---|---|---|

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign this certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *[Signature]* Date ▶ **12/17/19**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party, network transactions)
- Form 1098 (home mortgage interest), 1099-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



Yaowaluck Watanasritroj <yaowaluck.watanasritroj@lacity.org>

**Re: N18109CA - City of LA - Modification Fee notice**

1 message

Rachel Breslin <rachel.breslin@lacity.org>  
To: Yaowaluck Watanasritroj <yaowaluck.watanasritroj@lacity.org>  
Cc: Tania Berumen <tania.berumen@lacity.org>, Thien Phan <thien.phan@lacity.org>, Michael Fan <michael.fan@lacity.org>, Lisette Ohlia <lissette.ohlia@lacity.org>, Parvati Proffitt <parvati.proffitt@lacity.org>

Wed, Nov 27, 2024 at 8:48 AM

Good Morning,

Please use Fund 761 APPR 50A700 Bond Issuance Costs for this expenditure.

Thank you,  
Rachel

On Wed, Nov 27, 2024 at 8:37 AM Yaowaluck Watanasritroj <yaowaluck.watanasritroj@lacity.org> wrote:  
Hi Tania,

Regarding the AE20761774Y, the memo from LASAN requested extension from 7/01/2019 to 6/30/2024. LASAN is requesting that the service term for AE22761774Y (originally AE20761774Y) be extended to a term from 07/01/2019 to 06/30/2024. Due to the significant impacts of late payment, this is a RUSH request. If you should have any questions regarding this Report, please contact Parvati Proffitt (213) 485-3148 or Parvati.proffitt@lacity.org.

But in the FMS as of today, this AE has services covered from 7/1/2019-6/30/2020. It seems the above request for extension was not completed in FMS.

What will be the service period for Paru current request?  
Typically OOA is strict on the service period, for the new period, more likely need a new AE. Thanks!

| Accounting Line | Line Amount  | Line Open Amount | Line Closed Amount | Line Description   |
|-----------------|--------------|------------------|--------------------|--|
|                 | \$800,000.00 | \$47,025.33      | \$328,974.67       | WFLA APPLICATION & EPA PROCEEDING I.E.S. C7/01/2019 06/30/2020 |

On Wed, Nov 27, 2024 at 7:49 AM Tania Berumen <tania.berumen@lacity.org> wrote:  
Hi Yao,

Can you look into AE20761774Y (attached) which was set up for the original processing fees, but still has enough funds available to cover this fee. It looks like the physical address is different, but if it was set up for EFT and the EFT is the same then the physical address won't matter. I was thinking of disencumbering this AE, but if we can pay the current invoice with this AE that would be ideal. And if it works, maybe we should keep it for additional, unexpected fees. Please let me know what you think.

Thanks.

On Wed, Nov 27, 2024 at 7:37 AM Parvati Proffitt <parvati.proffitt@lacity.org> wrote:  
WFLA has a cure period of 45 days before they will consider any payment delinquent, so we technically have the 30 days plus 45 days ( a total of 2 1/2 months) which puts it due by mid February. I feel like that is still questionable since this needs to go to the Board and there is always a slowdown through the holidays.

Paru Proffitt  
Centralized Grants Unit, Sr. Management Analyst I  
LA Sanitation & Environment | City of Los Angeles  
work: (213) 485-3148 | MS 581  
currently working from home (cell) 310-386-0467



On Wed, Nov 27, 2024 at 7:21 AM Tania Berumen <tania.berumen@lacity.org> wrote:  
Hi Paru,

I don't think there is any way we can meet the deadline. Since it is over \$20,000 it also needs the extra step of going to Board. What are the consequences if we cannot process payment within 30 days?

On Tue, Nov 26, 2024 at 2:36 PM Parvati Proffitt <parvati.proffitt@lacity.org> wrote:  
Hi Tania and Yao

LASAN just completed an amendment to our loan agreement with WIFIA and there is one time loan Amendment Fee (\$38,750.00) that needs to be paid. They generally bill us for any legal/admin fees they incur for processes pertaining to our loan. Rachel will need to let us know the funding source for this payment.

I'll sign the memo with the Okay to Pay and send to you, but I wanted to give you have a heads up on this since they are asking for payment within 30 days. (As with all WIFIA payments, there is the 45 cure period before the payment is delinquent, but I know it takes us some time to process payments.)

thanks,

Paru Proffitt

Centralized Grants Unit, Sr. Management Analyst I  
LA Sanitation & Environment | City of Los Angeles  
work: (213) 485-3148 | MS 581  
currently working from home (cell) 310-386-0467



----- Forwarded message -----

From: **Tran, Elizabeth** <Tran.Elizabeth@epa.gov>  
Date: Tue, Nov 26, 2024 at 1:17 PM  
Subject: N18109CA - City of LA - Modification Fee notice  
To: cao.debi@lacity.org <cao.debi@lacity.org>  
Cc: Thien Phran <thien.phran@lacity.org>, parvati.proffitt@lacity.org <parvati.proffitt@lacity.org>, denik.pearson@lacity.org <denik.pearson@lacity.org>, rlehard.pedrozo@lacity.org <rlehard.pedrozo@lacity.org>, ha.ta@lacity.org <ha.ta@lacity.org>, WIFIA\_portfolio <WIFIA\_portfolio@epa.gov>

Hello Mr. Szabo,

Attached is the City of LA's Modification Fee Notice for the D.C. Tillman Advanced Water Purification Facility Project (N18109CA) and our payment instructions document. Please let me know if you have any questions. Thank you.

Sincerely,

Elizabeth Tran

Financial Analyst

WIFIA Management Division

Office of Wastewater Management

Office of Water, U.S. EPA

tran.elizabeth@epa.gov

O: (202) 566-2554

Learn more about WIFIA

Sign up for WIFIAS Mailing List



--  
Tania Berumen  
Financial Management Division

Sr. Management Analyst  
(213) 485-2434



**Tania Berumen**  
Financial Management Division  
Sr. Management Analyst  
(213) 485-2434



**Yaowaluck Watanasitroj**  
Management Analyst  
LA Sanitation and Environment  
Financial Management Division  
1149 S. Hill Street, 10th Floor  
Los Angeles, CA 90015  
(213) 485-2304



**Rachel Braslin, MPA, CPA, CIA, CRMA**  
Sr. Management Analyst II  
(She, Her, Hers)

City of Los Angeles  
LA Sanitation and Environment  
Financial Management Division  
1149 S. Broadway, 9th Floor  
Los Angeles, CA 90015

Mailstop: 581  
Phone: 213-485-4374  
Email: [Rachel.Braslin@lacity.org](mailto:Rachel.Braslin@lacity.org)  
My Work Hours: M-F, 7am to 3:30pm  
Web: [www.lacitysan.org](http://www.lacitysan.org)

[Rachel.Braslin@lacity.org](mailto:Rachel.Braslin@lacity.org)  
"Productivity should not look like exhaustion." Tricia Hersey  
"A goal without a plan is just a wish." Antoine de Saint Exupery  
"A plan without resources is still just a wish." Douglas Hilleman



# Sanitation

## Commissioner Briefing Form

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|   |   |
|---|---|
| <b>Authority Number/<br/>LOA Subject Title</b>  | AE25761173Y<br>a) Fund Name: Sewer Capital Fund<br>b) Fund Description: Sewer Capital Fund<br>c) Council District Number: All<br>d) Will this impact General Fund: No |
| <b>Division</b>   | Financial Management Division (FMD)   |
| <b>Vendor</b>   | US Environmental Protection Agency  |
| <b>Service Description<br/>(list complete description below)</b>  |   |
| <p>LA Sanitation and Environment (LASAN) is requesting \$38,750 from the Sewer Capital Fund to pay the US Environmental Protection Agency (EPA) for administrative costs to modify the Water Infrastructure Finance and Innovation Act (WIFIA) loan agreement during July 1, 2024 to October 30, 2024.</p> <p>In September 2021, LASAN entered into a loan agreement for the Donald C. Tillman Water Reclamation Plant (DCTWRP) Advanced Water Purification Facility(AWPF) Project. This project will turn the City's wastewater into a sustainable water source for groundwater replenishment to meet One Water LA 2040 Plan goals. Necessary changes to the funding plan for the DCTWRP AWPF lead LASAN to request a modification to the drawdown schedule and amortization of the loan. On October 17, 2024, a loan amendment with the EPA was executed. EPA requires reimbursement of their administrative costs for processing the modification.</p> <p>Duration of funding: July 1, 2024 – October 30, 2024<br/>Amount: \$38,750.00</p> |   |
| <b>Date of Briefing</b>   | JANUARY 14, 2025  |
| <b>Time of Briefing</b>   | 10:00 A.M.  |
| <b>Commissioner Name</b>  | VAHID KHORSAND  |
| <b>Commissioner Signature</b>   |    |

\* For an AE with LOA attached that will be submitted to the board (\$20,000 and greater), the following language is to be included on the golden rod, "Authorize the President or two members of the Board of Public Works to execute this service agreement"

\* All acronyms are to be spelled out

**Note: Please contact David Santos in Contracts Section to schedule a briefing with the Commissioner.**

**Signed form must be submitted in AE package to Purchasing Section.**

# Sanitation

## Commissioner Briefing Form

|   |   |
|---|---|
| <b>Authority Number/<br/>LOA Subject Title</b>  | AE25761173Y<br>a) Fund Name: Sewer Capital Fund<br>b) Fund Description: Sewer Capital Fund<br>c) Council District Number: All<br>d) Will this impact General Fund: No |
| <b>Division</b>   | <b>Financial Management Division (FMD)</b>  |
| <b>Vendor</b>   | <b>US Environmental Protection Agency</b>   |
| <b>Service Description<br/>(list complete description below)</b>  |   |
| LA Sanitation and Environment (LASAN) is requesting \$38,750 from the Sewer Capital Fund to pay the US Environmental Protection Agency (EPA) for administrative costs to modify the Water Infrastructure Finance and Innovation Act (WIFIA) loan agreement during July 1, 2024 to October 30, 2024.<br><br>In September 2021, LASAN entered into a loan agreement for the Donald C. Tillman Water Reclamation Plant (DCTWRP) Advanced Water Purification Facility(AWPF) Project. This project will turn the City's wastewater into a sustainable water source for groundwater replenishment to meet One Water LA 2040 Plan goals. Necessary changes to the funding plan for the DCTWRP AWPF lead LASAN to request a modification to the drawdown schedule and amortization of the loan. On October 17, 2024, a loan amendment with the EPA was executed. EPA requires reimbursement of their administrative costs for processing the modification.<br><br>Duration of funding: July 1, 2024 – October 30, 2024<br>Amount: \$38,750.00 |   |
| <b>Date of Briefing</b>   | JANUARY 13, 2025  |
| <b>Time of Briefing</b>   | 2:00 P.M.   |
| <b>Commissioner Name</b>  | JENNY CHAVEZ  |
| <b>Commissioner Signature</b>   |    |

\* For an AE with LOA attached that will be submitted to the board (\$20,000 and greater), the following language is to be included on the golden rod, "Authorize the President or two members of the Board of Public Works to execute this service agreement"  
 \* All acronyms are to be spelled out

**Note: Please contact David Santos in Contracts Section to schedule a briefing with the Commissioner.**

**Signed form must be submitted in AE package to Purchasing Section.**

**PUBLIC WORKS/SANITATION**

**Fund 761**

**DOCUMENT TRANSMITTAL LOG**

**DATE DELIVERED: 2/12/25**

**SUBMITTED BY: Rosa Mancilla**

**CITY DOCUMENT TYPE: AUTHORITY FOR EXPENDITURE (AE)**

| <b>AE #</b> | <b>VENDOR NAME</b>                 |
|-------------|------------------------------------|
| AE25761173Y | US Environmental Protection Agency |
|             |                                    |
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**PUBLIC WORKS/ ACCOUNTING**

**CITY HALL, 9<sup>TH</sup> FLOOR – MAIL STOP 470**

**Attention: Jefferson & Maria**