



Topic: **Authority Board Agenda Item 4-2**

2018 Jan 22

Subject: **Payment of Claims**

Requested Action:

Consider approval of the December 2017 Payment of Claims as presented in Attachment 4-2A.

Detailed Description/Background:

Attachments 4-2A incorporates invoices received by the Sites Project Authority through January 2, 2018.

Attachment 4-2B summarizes how actual costs are allocated between Authority and Reservoir Committee

Attachment 4-2C summarizes consultant budgets and status based on invoiced amounts for the primary professional services contracts.

Prior Authority Board Action:

None.

Fiscal Impact/Funding Source:

Total Payment of Claims is \$301,482.55 with \$62,195.31 of costs being assigned to the Authority and \$239,287.24 assigned to the Reservoir Committee.

Staff Contact:

Joe Trapasso

Attachments:

Attachment 4-2A: December 2017 Payment of Claims

Attachment 4-2B: December 2017 Monthly Invoice Summary and Cost Allocation

Attachment 4-2C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST
Sites Project Authority
January 22, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1443	01/10/2018	ACWA	Advertising	600.00
1444	01/10/2018	Adept Solutions	IT Support	467.60
1445	01/10/2018	AECOM, Inc.	Professional Services	57,781.68
1446	01/10/2018	Family Water Alliance, Inc.	Cultural Study- November/December	5,500.00
1447	01/10/2018	Gerald E Johns	Professional Services- Water Rights	1,875.00
1448	01/10/2018	ICF Jones & Stokes, Inc.	Professional Services	55,434.25
1449	01/10/2018	J.C Watson, Inc.	Manager- December	33,878.67
1450	01/10/2018	JB Comm, Inc.	Professional Services-Outreach	70,910.87
1451	01/10/2018	K-Coe-Isom	Accounting	2,287.50
1452	01/10/2018	Larsen Wurzel & Associates, Inc.	Professional Services- Cost Model	12,482.25
1453	01/10/2018	M.R. Cleaning Services	Janitorial- December	200.00
1454	01/10/2018	Maximum Pest Control	Pest Control- December	65.00
1455	01/10/2018	MBK Engineers	Professional Services	1,193.00
1456	01/10/2018	Rush Personnel Services Inc.	Administration-December/January	1,525.65
1457	01/10/2018	Spesert Consulting	Professional Services-December	17,011.24
1458	01/10/2018	Trapasso Consulting Services	Professional Services-December	28,496.34
1459	01/10/2018	US Bank CC	Office Expense-December	428.45
1460	01/10/2018	Young Wooldridge LLP	Legal Services- December	11,345.05
			Total Amount	<u>301,482.55</u>

THE FOREGOING CLAIM, NUMBERED 1443-1460, ARE APPLIED TO THE GENERAL FUND OF SITES PROJECT AUTHORITY AND ARE WARRANTS AUTHORIZED THERETO.

County of Colusa

Tehama Colusa Canal Authority

Colusa County Water District

Westside Water District

County of Glenn

Placer County Water Agency/City of Roseville

Glenn-Colusa Irrigation District

Western Canal Water District

Maxwell Irrigation District

Reclamation District No. 108

Orland Artois Water District

Proberta Water District

Topic: **Program Operations – Finance**

January 5, 2018

Subject: **Vendor/Consultant Invoices Received for January 2018 Authority Board and Reservoir Committee Meetings**

Purpose: Summarize the review of invoices for preparation of monthly Accountant and Treasurer's reports.

The following lists the vendor and consultant invoices that were received and reviewed for inclusion into the Payment of Claims for the Authority Board and Reservoir Committee consideration at their January 2018 monthly meetings.

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	ACWA <i>Advertisement</i>	INV004786 6/28/17	NA	\$600.00	\$600.00	-
KMS	Adept Solutions <i>IT & Related Services</i>	MSP-133313 1/01/18	12/17	\$467.60	\$467.60	-
RDT	AECOM Technical Services, Inc. <i>Engineering/Tech</i>	38005395 12/12/17	11/17	\$57,781.68	-	\$57,781.68
RDT	CH2M Hill Engineers, Inc. <i>Environmental/Project Operations</i>	None received	-	-	-	-
KMS	Family Water Alliance <i>Cultural Studies</i>	1500 1501 1/02/18	11/17 12/17	\$5,500	\$5,500	-
RDT JCW	Gerald (Jerry) Johns <i>Project Operations</i>	Letter 1/01/18	12/17	\$1,875.00	-	\$1,875.00
JCW	ICF Jones and Stokes, Inc. <i>EPP Manager & Biological Services</i>	0126843 12/12/17	11/17	\$55,434.25	-	\$55,434.25
KMS	JB Comm, Inc. <i>Outreach/Engage</i>	1117 1217 12/11/17 1/02/18	11/17 12/17	\$70,910.87	\$40,268.37	\$30,642.50

Status: **Final**
 Purpose: **For Preparation of Payment of Claims**
 Caveat:
 Notes:

Preparer: **Trapasso**
 Checker: **Watson**
 QA/QC:

Phase: **1** Version: **0**
 Date: **1/08/17**
 Ref/File #: **10.755**
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Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JRT	JCW Inc GM Services	SPA-029 01/01/18	12/17	\$33,878.67	\$7,356.87	\$26,521.80
JAT	K-Coe Isom, LLP Accounting	KC001056 12/31/17	12/17	\$2,287.50	\$2,287.50	-
JCW	Larsen Wurzel & Associates, Inc. Cost Development Model	1609000-1117 12/13/17	11/17	\$12,482.25	-	\$12,482.25
KMS	Maximum Pest Control Pest Spraying	45630 12/21/17	12/17	\$65.00	\$65.00	-
JCW	MBK Engineers Eng/Tech Svcs & Project Operations	17-08-4941.0 9/12/17	8/17	\$1,193.00	-	\$1,193.00
KMS	MR Cleaning Service Office Cleaning	049 12/16/17	11/17	\$200.00	\$200.00	-
KMS	MT Shasta Water Office Water	None received	-	-	-	-
JCW	Perkins Coie, LLP Special Legal	None received	-	-	-	-
KMS	RUSH Personal – 10/14 Kim Davis Services	Four invoices 115,557 115,558 115,868 115,869 Dates 12/18/17 1/02/18	12/17	\$1,525.65	\$1,220.52	\$305.13
JCW	Spesert Consulting Bus/Comm Manager	01-18 1/02/18	12/17	\$17,011.24	-	\$17,011.24
JCW	Trapasso Consulting Services Progm Ops Manager	SP17-04 1/02/18	12/17	\$28,496.34	-	\$28,496.34
KMS	US Bank – Credit Card Misc. Expenses	Online Account 6296 12/31/17	12/17	\$428.45	\$428.45	-
JCW	Young Wooldridge, Law Offices, LLP Legal Counsel	Letter 1/03/18	12/17	\$11,345.05	\$3,801.00	\$7,544.05
TOTAL				\$301,482.55	\$62,195.31	\$239,287.24

**JANUARY CONSULTANT BUDGET REPORT
FOR AUTHORITY BOARD AND
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP
1/15/2018**

The following table provides approved contract and task budgets, and current expenditures by key consultant. Spent and remaining budget amounts based on consultants most recent monthly progress report.

Consultant	Contract Budget Ceiling	Amount Authorized	Task (# and name)	Approved Task Budget	Spent Through Last Invoice	Remaining Budget	Authorized Amount Expended (%)	Task Status
AECOM	\$ 2,000,000	\$ 1,819,035						
			1-7, 9-11, 13-14	\$ 863,144	\$ 861,502	\$ 1,642	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 678,723	\$ 636,708	\$ 42,015	94%	In progress
			12 - Design and Construct Risk	\$ 18,750	\$ -	\$ 18,750	0%	Pending
			15 - Flood Cleanup Support	\$ 25,820	\$ 25,821	\$ (1)	100%	Complete
			16 - Meeting Minutes	\$ 9,540	\$ 9,943	\$ (403)	104%	Complete
			17 - Delevan Enlargement	\$ 79,000	\$ 60,329	\$ 18,671	76%	In progress
			18 - Colusa Basin Drain	\$ 25,000 *	\$ 27,844	\$ (2,844)	111%	Complete
			19 - Sites PGP / Holthouse	\$ 37,000	\$ -	\$ 37,000	0%	Pending
			20 - Evaluation of ERC	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			22 - Repayment Analysis	\$ 45,000	\$ 35,108	\$ 9,892	78%	In progress
			24 - Program Ops Support	\$ 25,000	\$ -	\$ 25,000	0%	In progress
CH2M Hill	\$ 5,547,368	\$ 5,397,368						
			TO2-MOD 1/Task 6.3 & 6.4 - B3.31.03 -CEQA Lead Agency Coord Supt (through prep of public draft EIR/EIS) , B3.31.06 - CEQA Lead Agency Coordination Support (completion of final draft EIR/EIS)	\$ 575,000	\$ 118,618	\$ 456,382	21%	In progress
			TO2-MOD 1/Task 12 - B3.31.05 - Rvw Pub Cmts/Prp Aprch	\$ 150,000	\$ -	\$ 150,000	0%	In progress
			TO2-MOD 1/Task 13 - B3.31.07 - Permits & Env Compl	\$ 300,000	\$ 100,048	\$ 199,952	33%	In progress
			TO4-MOD 3/Task 1 - D3.31.01 - Sites Project and CA WaterFix Integrated Results Update	\$ 100,000	\$ 64,790	\$ 35,210	65%	In progress
			TO4-MOD 3/Task 2A - D3.31.02 - Historical Hydrographs, and Fisheries Needs and Potential Sites Project Diversion Criteria	\$ 245,000	\$ 78,145	\$ 166,855	32%	In progress
			TO4-MOD 3/Task 3A - D3.31.03 - Identification of Side-channel/Floodplain Areas and Flows for Habitat	\$ 140,000	\$ 103,621	\$ 36,379	74%	In progress
			TO4-MOD 3/Task 4 - D3.31.04 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 120,000	\$ 71,385	\$ 48,615	59%	In progress
			TO4-MOD 3/Task 5 - D3.31.05 – Support of EIR Supplemental Information Document	\$ 185,000	\$ 44,410	\$ 140,590	24%	In progress
			TO4-MOD 3/Task 6 - D3.31.06 - Technical Engineering Support	\$ 45,000	\$ 2,796	\$ 42,204	6%	In progress

Consultant	Contract Budget Ceiling	Amount Authorized	Task (# and name)	Approved Task Budget	Spent Through Last Invoice	Remaining Budget	Authorized Amount Expended (%)	Task Status
ICF Jones and Stokes	\$ 1,091,040	\$ 1,091,040						
			4 - Preparation of the EIR/S	\$ 147,174	\$ 26,483	\$ 120,691	18%	In progress
			5 - Preparation of the WSIP Application	\$ 62,990	\$ 4,680	\$ 58,310	7%	In progress
			6 - Preparation of the Application Permits	\$ 317,141	\$ 8,097	\$ 309,044	3%	In progress
			7 - Support Authority Board	\$ 63,735	\$ 11,050	\$ 52,685	17%	In progress
JB Comm	\$ 598,482	\$ 598,482						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 46,700	\$ 25,500	\$ 21,200	55%	In progress
			2 - Message Platform, Rapid Response	\$ 46,325	\$ 32,525	\$ 13,800	70%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 153,892 *	\$ 186,965	\$ (33,073)	121%	In progress
			4 - Media Planning & Outreach	\$ 72,988	\$ 68,763	\$ 4,226	94%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 268,520	\$ 232,085	\$ 36,435	86%	In progress
			Other Direct Costs	\$ 10,057 *	\$ 23,854	\$ (13,797)	237%	In progress
Larsen Wurzel & Associates, Inc.	\$ 160,000	\$ 160,000						
			1 - Develop Draft Funding Policy and Terms	\$ 13,500	\$ 13,044	\$ 456	97%	Complete
			2 - Coordinate Review & Finalize Funding Policy and Terms	\$ 17,200 *	\$ 19,962	\$ (2,762)	116%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 98,800	\$ 16,734	\$ 82,066	17%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 3,631	\$ 6,869	35%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 10,374	\$ 9,626	52%	In progress

* Rebalancing of task being conducted.