



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

**2018 April 23**

Subject: **Payment of Claims**

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**Requested Action:**

Consider approval of the March 2018 Payment of Claims as presented in Attachment 4-2A.

**Detailed Description/Background:**

Attachments 4-2A incorporates invoices received by the Sites Project Authority through April 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 \$358,838.20 with \$37,708.87 of costs being assigned to the Authority and \$321,129.33 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment 4-2A: March 2018 Payment of Claims

Attachment 4-2B: March 2018 Monthly Invoice Summary and Cost Allocation

Attachment 4-2C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST  
Sites Project Authority  
April 23, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1495	04/16/2018	Adept Solutions	IT Support	203.82
1496	04/16/2018	AECOM, Inc.	Professional Services	133,028.62
1497	04/16/2018	CH2M	Environmental/Proj Op	79,289.28
1498	04/16/2018	Gerald E Johns	Professional Services- Water Rights	4,500.00
1499	04/16/2018	J.C Watson, Inc.	Manager	34,498.74
1500	04/16/2018	JB Comm, Inc.	Professional Services	31,761.10
1501	04/16/2018	K.Coe-Isom	Accounting	2,996.33
1502	04/16/2018	Larsen Wurzel & Associates, Inc.	Professional Services- Cost Model	4,711.10
1503	04/16/2018	M.R. Cleaning Services	Janitorial	200.00
1504	04/16/2018	Mt.Shasta	Office Expense	33.45
1505	04/16/2018	Perkins Coie LLP	Professional Services	5,048.10
1506	04/16/2018	Rush Personnel Services Inc.	Administration	1,731.62
1507	04/16/2018	Spesert Consulting	Professional Services	17,124.29
1508	04/16/2018	Trapasso Consulting Services	Professional Services	28,752.44
1509	04/16/2018	U.S Bank	Office Expense	815.01
1510	04/16/2018	Young Woodlidge LLP	Legal Council	14,144.30
			<b>Total Amount</b>	<b><u>358,838.20</u></b>

THE FOREGOING CLAIM, NUMBERED 1495-1510, 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
Sacramento County Water Agency/City of Sacramento	

Topic: **Program Operations – Finance****April 9, 2018**Subject: **Consultant/Vendor Invoices Received for April 2018  
Authority Board and Reservoir Committee Monthly  
Meetings**

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

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

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	<b>Adept Solutions</b> <i>IT &amp; Related Services</i>	133714 3/20/18	2/18	\$203.82	\$40.76	\$163.06
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000036205 3/22/18	2/18	\$133,028.62	-	\$133,028.62
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/ Project Operations</i>	381139443 4/02/18	3/18	\$79,289.28	-	\$79,289.28
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	None received	-	-	-	-
RDT JCW	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 4/02/18	3/18	\$4,500.00	-	\$4,500.00
JCW	<b>ICF Jones and Stokes, Inc.</b> <i>EPP Manager &amp; Biological Services</i>	None received	-	-	-	-
KMS	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	0318 4/02/18	3/18	\$31,761.10	\$25,959.22	\$5,801.88
JRT	<b>JCW Inc</b> <i>GM Services</i>	SPA-032.1 4/02/18	3/18	\$34,498.74	\$7,399.54	\$27,099.20
JAT	<b>K·Coe Isom, LLP</b> <i>Accounting</i>	KC010274 3/31/18	3/18	\$2,996.33	\$599.27	\$2,397.06

Status: **Final**  
Purpose: **Consultant/vendor invoice table for April 2018 financials**  
Caveat:  
Notes:

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

Phase: **1** Version: **0**  
Date: **4/6/18**  
Ref/File #: **10.755**  
Page: **1** of **2**

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-0218 3/12/18	2/18	\$4,711.10	-	\$4,711.10
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	None received		-	-	-
JCW	<b>MBK Engineers</b> <i>Eng/Tech Svcs &amp; Project Operations</i>	None received	-	-	-	-
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	060 3/19/18	3/18	\$200.00	\$200.00	-
KMS	<b>MT Shasta Water</b> <i>Office Water</i>	472368 3/26/18	3/18	\$33.45	\$33.45	-
JCW	<b>Perkins Coie, LLP</b> <i>Special Legal</i>	5748039 12/18/17	11/17	\$5,048.10	-	\$5,048.10
KMS	<b>RUSH Personal – 10/14</b> <i>Kim Davis Services</i>	117,503 3/13/18 117,504 3/13/18 118,048 3/29/18 118,049 3/29/18	3/18	\$1,731.62	\$346.32	\$1,385.30
JCW	<b>Spesert Consulting</b> <i>Bus/Comm Manager</i>	04-18 4/01/18	3/18	\$17,124.29	-	\$17,124.29
JCW	<b>Trapasso Consulting Services</b> <i>Pgm Ops Manager</i>	SP17-07 4/02/18	3/18	\$28,752.44	-	\$28,752.44
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	Online review 4/03/18	3/18 -	\$815.01	\$815.01	-
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	Letter 4/03/18	3/18	\$14,144.30	\$2,315.30	\$11,829.00
<b>TOTAL</b>				<b>\$358,838.20</b>	<b>\$37,708.87</b>	<b>\$321,129.33</b>

2018 April 23 Authority Board Meeting, Agenda Item 4-2, Attachment 4-2C

APRIL CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORK GROUP  
4/9/2018

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
<b>AECOM</b>	\$ 2,300,000	\$ 2,102,277						
			1-7, 9-11, 13-15	\$ 888,964	\$ 890,151	\$ (1,187)	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 706,479	\$ 706,191	\$ 288	100%	In progress
			12 - Design and Construct Risk	\$ 18,750	\$ 4,046	\$ 14,704	22%	Pending
			16 - Meeting Minutes	\$ 22,440	\$ 12,184	\$ 10,256	54%	In progress
			17 - Delevan Enlargement	\$ 67,000	\$ 64,238	\$ 2,762	96%	Complete
			18 - Colusa Basin Drain	\$ 27,844	\$ 28,623	\$ (779)	103%	Complete
			19 - Sites PGP / Holthouse	\$ 27,000	\$ 24,413	\$ 2,587	90%	In progress
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			22 - Repayment Analysis	\$ 50,000	\$ 49,997	\$ 3	100%	In progress
			23 - Risk Assessment	\$ 150,000	\$ 89,605	\$ 60,395	60%	In progress
			24 - Program Ops Support	\$ 25,000	\$ 1,937	\$ 23,063	8%	In progress
			25 - Phase 2 Workplan	\$ 98,800	\$ 18,497	\$ 80,303	19%	In progress
				<b>\$ 2,102,277</b>	<b>\$ 1,889,882</b>	<b>\$ 212,395</b>	<b>90%</b>	
<b>CH2M Hill</b>	\$ 5,606,161	\$ 5,606,161						
			TO 01	\$ 1,369,028	\$ 1,369,028	\$ 0	100%	Complete
			TO 02/Tasks 1, 6.3, 7 and 9	\$ 1,834,060	\$ 1,834,060	\$ 0	100%	Complete
			TO 02/Task 6.4 - CEQA Lead Agency Coordination Support (completion of the final draft EIR/EIS)	\$ 95,452	\$ 53,990	\$ 41,462	57%	In progress
			TO 02/Task 12 - Review Public Comments/Prp Approach	\$ 130,000	\$ 32,659	\$ 97,341	25%	In progress
			TO 02/Task 13 - Permits & Environmental Compliance	\$ 206,888	\$ 147,177	\$ 59,711	71%	In progress
			TO 03/Tasks 1-6 and 8	\$ 1,066,528	\$ 1,066,528	\$ 0	100%	Complete
			TO 03/Task 7 - CWC Resp/Technical Support	\$ 170,000	\$ 152,847	\$ 17,154	90%	In progress
			TO 04/Task 1 - Sites Project and CA WaterFix Integrated Results Update	\$ 117,290	\$ 117,290	\$ 0	100%	Complete
			TO 04/Task 2A - Historical Hydrographs, and Fisheries Needs and Potential Sites Projects Diversion Criteria	\$ 66,487	\$ 56,487	\$ 10,000	85%	In progress
			TO 04/Task 3A - Identification if Side-channel/Floodplain Areas and Flows for Habitat	\$ 104,440	\$ 94,440	\$ 10,000	90%	In progress
			TO 04/Task 4 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 306,759	\$ 162,947	\$ 143,812	53%	In progress
			TO 04/Task 5 - Support of EIR Supplemental Information Document	\$ 67,640	\$ 43,041	\$ 24,599	64%	In progress
			TO 04/Task 6 - Technical Engineering Support	\$ 12,796	\$ 2,796	\$ 10,000	22%	In progress
			TO 04/Task 7 - Enviro Ops Plan/Monthly Cashflow Analysis	\$ 58,793	\$ 6,700	\$ 52,093	11%	In progress
				<b>\$ 5,606,161</b>	<b>\$ 5,139,990</b>	<b>\$ 466,172</b>	<b>92%</b>	

Consultant	Contract Budget Ceiling	Amount Authorized	Task (# and name)	Approved Task Budget	Spent Through Last Invoice	Remaining Budget	Authorized Amount Expended (%)	Task Status
<b>ICF Jones and Stokes</b>	\$ 1,091,040	\$ 1,091,040						
			1 - NEPA / CEQA Compliance	\$ 372,317	\$ 372,317	\$ -	100%	Complete
			2 - WSIP Applications Support	\$ 47,029	\$ 47,029	\$ -	100%	Complete
			3 - Permit Planning	\$ 80,654	\$ 80,654	\$ -	100%	Complete
			4 - Preparation of the EIR/S	\$ 147,174	\$ 76,673	\$ 70,501	52%	In progress
			5 - Preparation of the WSIP Application	\$ 112,990	\$ 97,881	\$ 15,109	87%	In progress
			6 - Preparation of the Application Permits	\$ 85,364	\$ 23,818	\$ 61,546	28%	In progress
			7 - Support Authority Board	\$ 245,512	\$ 54,942	\$ 190,570	22%	In progress
				<b>\$ 1,091,040</b>	<b>\$ 753,314</b>	<b>\$ 337,726</b>	<b>69%</b>	
<b>JB Comm</b>	\$ 828,982	\$ 828,982						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 52,600	\$ 36,975	\$ 15,625	70%	In progress
			2 - Message Platform, Rapid Response	\$ 55,525	\$ 40,825	\$ 14,700	74%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 225,992	\$ 214,326	\$ 11,666	95%	In progress
			4 - Media Planning & Outreach	\$ 107,288	\$ 78,588	\$ 28,701	73%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 350,220	\$ 278,395	\$ 71,825	79%	In progress
			Other Direct Costs	\$ 37,357	\$ 31,317	\$ 6,040	84%	In progress
				<b>\$ 828,982</b>	<b>\$ 680,425</b>	<b>\$ 148,557</b>	<b>82%</b>	
<b>Larsen Wurzel &amp; Associates, Inc.</b>	\$ 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	\$ 23,200	\$ 19,962	\$ 3,238	86%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 92,800	\$ 23,038	\$ 69,762	25%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 7,959	\$ 2,541	76%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 10,374	\$ 9,626	52%	In progress
				<b>\$ 160,000</b>	<b>\$ 74,377</b>	<b>\$ 85,623</b>	<b>46%</b>	