



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

2018 May 21

Subject: **Payment of Claims**

Requested Action:

Consider approval of the April 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 May 7, 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 \$406,569.88 with \$40,494.14 of costs being assigned to the Authority and \$366,075.74 assigned to the Reservoir Committee.

Staff Contact:

Joe Trapasso

Attachments:

Attachment 4-2A: April 2018 Payment of Claims

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

Attachment 4-2C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST
Sites Project Authority
May 21, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1511	05/14/2018	Adept Solutions	IT Support	794.92
1512	05/14/2018	AECOM, Inc.	Professional Services	96,871.45
1513	05/14/2018	Gerald E Johns	Professional Services- Water Rights	7,125.00
1514	05/14/2018	ICF Jones & Stokes, Inc.	Professional Services	159,275.98
1515	05/14/2018	J.C Watson, Inc.	Manager	34,618.24
1516	05/14/2018	JB Comm, Inc.	Professional Services	29,385.54
1517	05/14/2018	K-Coe-Isom	Accounting	2,890.00
1518	05/14/2018	Larsen Wurzel & Associates, Inc.	Professional Services- Cost Model	4,387.19
1519	05/14/2018	M.R. Cleaning Services	Janitorial	200.00
1520	05/14/2018	Maximum Pest Control	Pest Control	65.00
1521	05/14/2018	MBK Engineers Inc	Professional Services	6,146.50
1522	05/14/2018	Montague DeRose & Associates LLC	Professional Services	4,137.50
1523	05/14/2018	Mt. Shasta Spring Water	Office Expense	43.10
1524	05/14/2018	Rush Personnel Services	Administration	3,057.60
1525	05/14/2018	Spesert Consulting	Professional Services	17,063.30
1526	05/14/2018	Trapasso Consulting	Professional Services	28,455.18
1527	05/14/2018	US Bank CC	Office Expense	556.27
1528	05/14/2018	Young Wooldrige LLP	Legal Council	11,497.11
			Total Amount	<u>406,569.88</u>

THE FOREGOING CLAIM, NUMBERED 1511-1528, 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**

May 13, 2018

Subject: **Consultant/Vendor Invoices Received for May 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 May 2018 monthly meetings.

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	Adept Solutions <i>IT & Related Services</i>	133893 3/31/18 MSP-133961 5/01/18	3/18 4/18	\$794.92	\$158.98	\$635.94
RDT	AECOM Technical Services, Inc. <i>Engineering/Tech</i>	2000046581 4/17/18	3/18	\$96,871.45	-	\$96,871.45
RDT	CH2M Hill Engineers, Inc. <i>Environmental/Project Operations</i>	None submitted	-	-	-	-
KMS	Family Water Alliance <i>Cultural Studies</i>	None submitted	-	-	-	-
RDT JCW	Gerald (Jerry) Johns <i>Project Operations</i>	Letter 5/01/18	4/18	\$7,125.00	-	\$7,125.00
JCW	ICF Jones and Stokes, Inc. <i>EPP Manager & Biological Services</i>	0129101 4/09/18 0129747 5/04/18	2/18 3/18	\$87,843.83 \$71,432.15	- -	\$87,843.83 \$71,432.15
JCW	JB Comm, Inc. <i>Outreach/Engage</i>	0418 5/07/18	4/18	\$29,385.54	\$27,851.54	\$1,534.00
JRT	JCW Inc <i>GM Services</i>	SPA-033 5/01/18	4/18	\$34,618.24	\$7,750.31	\$26,867.93

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

Preparer: Trapasso
Checker: Watson
QA/QC:

Phase: 1 Version: 0
Date: 5/13/18
Ref/File #: 10.755
Page: 1 of 2

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JAT	K.Coe Isom, LLP <i>Accounting</i>	KC016646 4/30/18	4/18	\$2,890.00	\$578.00	\$2,312.00
JCW	Larsen Wurzel & Associates, Inc. <i>Cost Development Model</i>	1609000-0318 4/04/18	3/18	\$4,387.19	-	\$4,387.19
KMS	Maximum Pest Control <i>Pest Spraying</i>	46322 4/27/18	4/18	\$65.00	\$65.00	-
JCW	MBK Engineers <i>Eng/Tech Svcs & Project Operations</i>	18-03-4941.0 4/17/18	3/18	\$6,146.50	-	\$6,146.50
JCW	Montague DeRose & Associates, LLC <i>Municipal Advisor</i>	4398SITES 4/19/18	3/18	\$4,137.50	-	\$4,137.50
KMS	M.R. Cleaning Service <i>Office Cleaning</i>	065 4/30/18	4/18	\$200.00	\$200.00	-
KMS	MT Shasta Water <i>Office Water</i>	484490 4/16/18	4/18	\$43.10	\$43.10	-
JCW	Perkins Coie, LLP <i>Special Legal</i>	None submitted	-	-	-	-
KMS	RUSH Personal – 10/14 <i>Kim Davis/Yolanda Tirado Services</i>	118,310 4/10/18 118,311 4/10/18 118,682 4/23/18 118,683 4/23/18	4/18	\$3,057.60	\$611.52	\$2,446.08
JCW	Spesert Consulting <i>Bus/Comm Manager</i>	05-18 5/07/18	4/18	\$17,063.30	-	\$17,063.30
JCW	Trapasso Consulting Services <i>Pgm Ops Manager</i>	SP17-08 5/01/18	4/18	\$28,455.18	-	\$28,455.18
KMS	US Bank – Credit Card <i>Misc. Expenses</i>	Online Review 5/01/18	4/18	\$556.27	\$378.58	\$177.69
JCW	Young Wooldridge, Law Offices, LLP <i>Legal Counsel</i>	44806,44808 44810,44811 44812 5/03/18		\$11,497.11	\$2,857.11	\$8,640.00
TOTAL				\$406,569.88	\$40,494.14	\$366,075.74

2018 May 21 Authority Board - Attachment Agenda Item 4-2



**MAY CONSULTANT BUDGET REPORT
FOR AUTHORITY BOARD AND
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP
5/11/2018**

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	\$ 2,300,000	\$ 2,102,277						
			1-7, 9-11, 13-15	\$ 888,964	\$ 890,151	\$ (1,187)	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 706,479	\$ 706,202	\$ 277	100%	In progress
			12 - Design and Construct Risk	\$ 18,750	\$ 8,359	\$ 10,391	45%	Pending
			16 - Meeting Minutes	\$ 22,440	\$ 13,363	\$ 9,077	60%	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	\$ 413	\$ 19,587	2%	Pending
			22 - Repayment Analysis	\$ 50,000	\$ 49,997	\$ 3	100%	In progress
			23 - Risk Assessment	\$ 150,000	\$ 136,865	\$ 13,135	91%	In progress
			24 - Program Ops Support	\$ 25,000	\$ 2,767	\$ 22,233	11%	In progress
			25 - Phase 2 Workplan	\$ 98,800	\$ 61,361	\$ 37,439	62%	In progress
				\$ 2,102,277	\$ 1,986,753	\$ 115,524	95%	
CH2M Hill	\$ 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	\$ 58,463	\$ 36,989	61%	In progress
			TO 02/Task 12 - Review Public Comments/Prp Approach	\$ 130,000	\$ 44,238	\$ 85,762	34%	In progress
			TO 02/Task 13 - Permits & Environmental Compliance	\$ 206,888	\$ 158,452	\$ 48,436	77%	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	\$ 176,922	\$ (6,922)	104%	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	\$ 245,624	\$ 61,135	80%	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	\$ 9,486	\$ 49,307	16%	In progress
				\$ 5,606,161	\$ 5,276,855	\$ 329,307	94%	

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						
			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	\$ 91,119	\$ 56,055	62%	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	\$ 32,773	\$ 52,591	38%	In progress
			7 - Support Authority Board	\$ 245,512	\$ 102,973	\$ 142,539	42%	In progress
				\$ 1,091,040	\$ 824,748	\$ 266,292	76%	
JB Comm	\$ 828,982	\$ 828,982						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 52,600	\$ 40,475	\$ 12,125	77%	In progress
			2 - Message Platform, Rapid Response	\$ 55,525	\$ 44,325	\$ 11,200	80%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 225,992	\$ 216,992	\$ 9,000	96%	In progress
			4 - Media Planning & Outreach	\$ 107,288	\$ 84,625	\$ 22,663	79%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 350,220	\$ 291,970	\$ 58,250	83%	In progress
			Other Direct Costs	\$ 37,357	\$ 31,424	\$ 5,933	84%	In progress
				\$ 828,982	\$ 709,810	\$ 119,172	86%	
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	\$ 23,200	\$ 19,962	\$ 3,238	86%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 92,800	\$ 24,820	\$ 67,980	27%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 8,300	\$ 2,200	79%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 12,639	\$ 7,361	63%	In progress
				\$ 160,000	\$ 78,764	\$ 81,236	49%	
Montague DeRose & Associates, LLC	\$ 75,000	\$ 75,000						
			Municipal Advisory Services	\$ 75,000	\$ 4,138	\$ 70,863	6%	In progress
				\$ 75,000	\$ 4,138	\$ 70,863	6%	