



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

**2018 Nov 19**

Subject: **Payment of Claims**

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**Requested Action:**

Consider approval of the October 2018 Payment of Claims as presented in Attachment 3-2A with supporting details provided in Attachments B, and C.

**Detailed Description/Background:**

Attachments A incorporates invoices received by the Sites Project Authority through November 5, 2018.

Attachment B summarizes how actual costs are allocated between Authority and Reservoir Committee.

Attachment C 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 \$353,208.42 with \$25,088.60 of costs being assigned to the Authority and \$328,119.82 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment A: October 2018 Payment of Claims

Attachment B: October 2018 Monthly Invoice Summary and Cost Allocation

Attachment C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST****Sites Project Authority****November 19, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1630	11/13/2018	Adept Solutions	IT & Related Services	1,402.88
1631	11/13/2018	AECOM Inc.	Engineering Tech	8,340.17
1632	11/13/2018	CH2M	Environmental Project Operations	75,764.23
1633	11/13/2018	Gerald E. Johns	Project Operations	6,250.00
1634	11/13/2018	J.C. Watson, Inc.	GM Services	34,867.57
1635	11/13/2018	JB Comm, Inc.	Outreach/Engage	19,394.54
1636	11/13/2018	K.Coe-Isom	Accounting	2,890.40
1637	11/13/2018	Larsen Wurzel & Associates	Cost Development Model	4,017.02
1638	11/13/2018	M.R. Cleaning Services	Office Cleaning	200.00
1639	11/13/2018	Maximum Pest Control	Pest Control	65.00
1640	11/13/2018	Montague DeRose & Associates LLC	Municipal Advisor	39,781.25
1641	11/13/2018	RDJT Associates Inc.	Environmental Planning/Permits Manager	37,787.10
1642	11/13/2018	Recology Butte Colusa Counties	Office Utilities	69.26
1643	11/13/2018	Rush Personnel Services, Inc	Yolanda Tirado Services	6,769.35
1644	11/13/2018	Spesert Consulting	Bus/Comm Manager	17,046.51
1645	11/13/2018	Stradling Yocca Carlson & Rauth	Bond Counsel	58,140.22
1646	11/13/2018	Trapasso Consulting Services	Pgm Ops Manager	28,366.23
1647	11/13/2018	U.S. Bank	Misc Expenses	462.86
1648	11/13/2018	Young Wooldridge LLP	Legal Counsel	11,593.83
			<b>Total Amount</b>	<b><u>353,208.42</u></b>

THE FOREGOING CLAIM, NUMBERED 1630-1648, ARE APPLIED TO THE GENERAL FUND OF SITES PROJECT AUTHORITY AND ARE WARRANTS AUTHORIZED THERETO.

County of Colusa	Westside Water District
Colusa County Water District	Placer County Water Agency/City of Roseville
County of Glenn	Western Canal Water District
Glenn-Colusa Irrigation District	Reclamation District No. 108
Sacramento County Water Agency/City of Sacramento	Proberta Water District
Orland Artois Water District	Tehama Colusa Canal Authority



Topic: **Program Operations – Finance**      **November 12, 2018**

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

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	<b>Adept Solutions</b> <i>IT Related Services/computer equipment</i>	MSP-134727 9/01/18 MSP-135235 11/01/18 135254 11/01018	9/18	\$1,402.88	\$280.58	\$1,122.30
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000120302 10/10/18	9/18	\$8,340.17	-	\$8,340.17
JCW	<b>Capital Project Strategies, LLC</b> <i>Alternative Project Delivery Advisor</i>	No invoice received	-	-	-	-
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/Project Operations</i>	668147CH001 10/26/18	9/18	\$75,764.23	-	\$75,764.23
JWS	<b>David Houston</b> <i>Financial Advisor</i>	No invoice received	-	-	-	-
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	No invoice received	-	-	-	-
RDT JCW	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 11/02/18	10/18	\$6,250.00	-	\$6,250.00

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

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

Phase: **1**    Version: **0**  
Date: **11/12/18**  
Ref/File #: **10.755**  
Page: **1** of **3**

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
RDT	<b>ICF Jones and Stokes, Inc.</b> <i>Env/Biological Services</i>	No invoice received		-	-	-
JCW	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	1018 11/05/18	10/18	\$19,394.54	\$11,777.04	\$7,617.50
JRT	<b>J.C. Watson, Inc.</b> <i>General Manager Services</i>	SPA-039 11/03/18	10/18	\$34,867.57	\$5,724.32	\$29,143.25
JAT	<b>K·Coe Isom, LLP</b> <i>Accounting</i>	KC032178 10/31/18	10/18	\$2,890.40	\$578.08	\$2,312.32
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-0918 10/17/18	9/18	\$4,017.02	-	\$4,017.02
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	47480 10/25/18	10/18	\$65.00	\$65.00	-
JCW	<b>MBK Engineers</b> <i>Eng/Tech Svcs &amp; Project Operations</i>	No invoice received		-	-	-
JCW	<b>Montague DeRose &amp; Associates, LLC</b> <i>Municipal Advisor</i>	4533SITES 10/31/18	9/18	\$39,781.25	-	\$39,781.25
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	1010 10/12/18	10/18	\$200.00	\$200.00	-
KMS	<b>MT Shasta Water</b> <i>Office Water</i>	No invoice received		-	-	-
JCW	<b>Perkins Coie, LLP</b> <i>Special Legal</i>	No invoice received		-	-	-
JCW	<b>RDJT Associates, Inc</b> <i>Env Planning/ Permits Manager</i>	03-2018 10/31/18	10/18	\$37,787.10	-	\$37,787.10
KMS	<b>Recology Butte Colusa Counties</b> <i>Office Trash Pickup</i>	35211713 10/24/18	10/18	\$69.26	\$69.26	-

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	<b>RUSH Personal – 10/14</b> <i>Yolanda Tirado Services</i>	123,284 10/08/18 123,285 10/08/18 123,693 10/23/18 123,694 10/23/18 124,098 11/06/18 124,099 11/06/18	10/18	\$6,769.35	\$1,353.87	\$5,415.48
JCW	<b>Spesert Consulting</b> <i>Bus/Communications Manager</i>	11-18 11/07/18	10/18	\$17,046.51	-	\$17,046.51
JCW	<b>Stradling Yocca Carlson &amp; Rauth</b> <i>Bond Counsel</i>	0535 10/11/18	9/18	\$58,140.22	-	\$58,140.22
JCW	<b>Trapasso Consulting Services</b> <i>Program Operations Manager</i>	SP17-14 11/04/18	10/18	\$28,366.23	-	\$28,366.23
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	Online 11/02/18	10/18	\$462.86	\$405.45	\$57.41
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	Letter 11/05/18	10/18	\$11,593.83	\$4,635.00	\$6,958.83
			<b>TOTAL</b>	<b>\$353,208.42</b>	<b>\$25,088.60</b>	<b>\$328,119.82</b>



**SEPTEMBER CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
11/12/2018**

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>	<b>\$ 2,533,454</b>	<b>\$ 2,533,454</b>						
			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%	Complete
			12 - Design and Construct Risk	\$ 16,523	\$ 16,499	\$ 24	100%	Complete
			16 - Meeting Minutes	\$ 14,940	\$ 14,942	\$ (2)	100%	Complete
			17 - Delevan Enlargement	\$ 64,491	\$ 64,491	\$ -	100%	Complete
			18 - Colusa Basin Drain	\$ 27,844	\$ 28,623	\$ (779)	103%	Complete
			19 - Sites PGP / Holthouse	\$ 24,413	\$ 24,413	\$ -	100%	Complete
			21 - Negotiation Support for WSIP Funding	\$ 160,000	\$ 15,227	\$ 144,773	10%	In progress
			22 - Repayment Analysis	\$ 50,000	\$ 49,997	\$ 3	100%	Complete
			23 - Risk Assessment	\$ 150,000	\$ 149,982	\$ 18	100%	Complete
			24 - Program Ops Support	\$ 35,000	\$ 8,095	\$ 26,905	23%	In progress
			25 - Phase 2 Workplan	\$ 120,000	\$ 91,592	\$ 28,408	76%	In progress
			26 - Intertie Eng	\$ 50,000	\$ 43,422	\$ 6,578	87%	Complete
			27 - Eng Support	\$ 15,000	\$ 18,558	\$ (3,558)	124%	In progress
			28 - Part Agreements	\$ 60,000	\$ -	\$ 60,000	0%	In progress
			29 - Rebalancing	\$ 149,800	\$ 31,747	\$ 118,053	21%	In progress
				<b>\$ 2,533,454</b>	<b>\$ 2,153,939</b>	<b>\$ 379,515</b>	<b>85%</b>	
<b>CH2M Hill</b>	<b>\$ 6,149,626</b>	<b>\$ 5,974,338</b>						
			Task Order 1	\$ 1,369,028	\$ 1,369,028	\$ -	100%	Complete
			Task Order 2	\$ 2,097,605	\$ 2,097,605	\$ -	100%	Complete
			Task Order 3	\$ 1,246,235	\$ 1,246,235	\$ -	100%	Complete
			Task Order 4	\$ 626,811	\$ 626,811	\$ -	100%	Complete
			Phase 1/Task 1 - Participation Agreements & Interim Financing Operations Support	\$ 50,000	\$ 6,104	\$ 43,896	12%	In Progress
			Phase 1/Task 2 - Regulatory and Permit Agencies Coordination. NMFS/USFWS, CDFW plus other pre-permits	\$ 54,700	\$ 36,780	\$ 17,920	67%	In Progress
			Phase 1/Task 3 - Support CWC Responses/Technical Support	\$ -	\$ 2,532	\$ (2,532)	0%	In Progress
			Phase 1/Task 4 - Sites Project and CA WaterFix Integrated Results Update	\$ 50,000	\$ 15,396	\$ 34,604	31%	In Progress
			Phase 1/Task 5 - Support to Sites Project Rebalancing	\$ 194,000	\$ 140,121	\$ 53,879	72%	In Progress
			Phase 1/Task 6 - Operational Principles of Agreement/Sites Project Daily Operations Model	\$ 191,527	\$ 90,589	\$ 100,938	47%	In Progress
			Phase 1/Task 7 - USDA Coordinate EA Preparation/Cultural Resources Report	\$ 26,500	\$ 26,058	\$ 442	98%	Complete
			Phase 1/Task 8 - Survey Planning & Implementation	\$ 27,932	\$ 9,673	\$ 18,259	35%	In Progress
			Phase 1/Task 9 - Project Management & Coordination	\$ 40,000	\$ 6,335	\$ 33,665	16%	In Progress
				<b>\$ 5,974,338</b>	<b>\$ 5,673,268</b>	<b>\$ 301,070</b>	<b>95%</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>	\$ 1,344,013	\$ 1,344,013						
			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	\$ 99,883	\$ 99,883	\$ -	100%	Complete
			5 - Preparation of the WSIP Application	\$ 130,782	\$ 130,782	\$ -	100%	Complete
			6 - Preparation of the Application Permits	\$ 40,406	\$ 40,406	\$ -	100%	Complete
			7 - Support Authority Board	\$ 256,512	\$ 256,481	\$ 31	100%	Complete
			8 - Maxwell Water Intertie Project	\$ 164,437	\$ 154,737	\$ 9,700	94%	In progress
			9 - CWC Negotiations	\$ 4,290	\$ 4,290	\$ (0)	100%	Complete
			10 - Permitting Agency	\$ 84,252	\$ 5,802	\$ 78,450	7%	In progress
			11 - Survey Planning and Implementation	\$ 63,451	\$ -	\$ 63,451	0%	In progress
				<b>\$ 1,344,013</b>	<b>\$ 1,192,383</b>	<b>\$ 151,630</b>	<b>89%</b>	
<b>JB Comm</b>	\$ 936,226	\$ 936,226						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 60,350	\$ 51,869	\$ 8,481	86%	In progress
			2 - Message Platform, Rapid Response	\$ 73,075	\$ 52,669	\$ 20,406	72%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 248,701	\$ 232,647	\$ 16,054	94%	In progress
			4 - Media Planning & Outreach	\$ 113,587	\$ 101,381	\$ 12,206	89%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 354,196	\$ 336,195	\$ 18,001	95%	In progress
			6 - ROW Support	\$ 50,000	\$ 15,685	\$ 34,315	31%	In progress
			Other Direct Costs	\$ 36,317	\$ 33,853	\$ 2,464	93%	In progress
				<b>\$ 936,226</b>	<b>\$ 824,298</b>	<b>\$ 111,928</b>	<b>88%</b>	
<b>Larsen Wurzel &amp; Associates, Inc.</b>	\$ 160,000	\$ 160,000						
			1 - Develop Draft Funding Policy and Terms	\$ 13,044	\$ 13,044	\$ (0)	100%	Complete
			2 - Coordinate Review & Finalize Funding Policy and Terms	\$ 35,856	\$ 30,712	\$ 5,144	86%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 82,800	\$ 47,308	\$ 35,492	57%	In progress
			4 - Support Selection of Financial Advisor	\$ 8,300	\$ 8,300	\$ -	100%	Complete
			5 - On-going Support through Phase 1	\$ 13,900	\$ 13,899	\$ 1	100%	In progress
			6 - Early Funding Agreement Administration	\$ 6,100	\$ 1,781	\$ 4,319	29%	In progress
				<b>\$ 160,000</b>	<b>\$ 115,045</b>	<b>\$ 44,955</b>	<b>72%</b>	
<b>Montague DeRose &amp; Associates, LLC</b>	\$ 480,000	\$ 480,000						
			Municipal Advisory Services	\$ 480,000	\$ 433,165	\$ 46,835	90%	In progress
				<b>\$ 480,000</b>	<b>\$ 433,165</b>	<b>\$ 46,835</b>	<b>90%</b>	