



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

**2018 Dec 17**

Subject: **Payment of Claims**

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**Requested Action:**

Consider approval of the November 2018 Payment of Claims as presented in Attachment 4-2A with supporting details provided in Attachments B, and C.

**Detailed Description/Background:**

Attachments A incorporates invoices received by the Sites Project Authority through December 3, 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 \$380,334.85 with \$22,819.39 of costs being assigned to the Authority and \$357,515.46 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment A: November 2018 Payment of Claims

Attachment B: November 2018 Monthly Invoice Summary and Cost Allocation

Attachment C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST**

**Sites Project Authority**

**December 17, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1649	12/11/2018	Adept Solutions	IT & Related Services	613.20
1650	12/11/2018	AECOM Inc.	Engineering Tech	3,592.52
1651	12/11/2018	CH2M	Environmental Project Operations	119,037.61
1652	12/11/2018	Family Water Alliance, Inc.	Cultural Studies	3,000.00
1653	12/11/2018	Gerald E. Johns	Project Operations	7,875.00
1654	12/11/2018	ICF Jones & Stokes Inc.	EPP Manager & Biological Services	27,772.00
1655	12/11/2018	J.C. Watson, Inc.	GM Services	36,310.86
1656	12/11/2018	JB Comm, Inc.	Outreach/Engage	12,707.36
1657	12/11/2018	K.Coe-Isom	Accounting	1,498.00
1658	12/11/2018	Larsen Wurzel & Associates	Cost Development Model	3,906.77
1659	12/11/2018	M.R. Cleaning Services	Office Cleaning	200.00
1660	12/11/2018	Maximum Pest Control	Pest Control	65.00
1661	12/11/2018	Montague DeRose & Associates LLC	Municipal Advisor	21,662.50
1662	12/11/2018	Mt. Shasta Spring Water	Office Supplies	37.02
1663	12/11/2018	RDJT Associates Inc.	Environmental Planning/Permits Manager	39,829.05
1664	12/11/2018	Rush Personnel Services, Inc	Yolanda Tirado Services	4,696.65
1665	12/11/2018	Spesert Consulting	Bus/Comm Manager	17,266.27
1666	12/11/2018	Stradling Yocca Carlson & Rauth	Bond Counsel	44,162.78
1667	12/11/2018	Trapasso Consulting Services	Pgm Ops Manager	28,708.04
1668	12/11/2018	U.S. Bank	Misc Expenses	1,555.79
1669	12/11/2018	Young Wooldridge LLP	Legal Counsel	5,838.43
<b>Total Amount</b>				<b><u>380,334.85</u></b>

THE FOREGOING CLAIM, NUMBERED 1649-1669, 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
Tehama Colusa Canal Authority	



Topic: **Program Operations – Finance** **December 8, 2018**

Subject: **Consultant/Vendor Invoices Received for December 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 December 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-135443 12/01/18	11/12	\$613.20	\$122.64	\$490.56
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000135814 11/13/18	10/18	\$3,592.52	-	\$3,592.52
JCW	<b>Capital Project Strategies, LLC</b> <i>Alternative Project Delivery Advisor</i>	No invoice submitted	-	-	-	-
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/Project Operations</i>	668147CH002 11/19/18 668147CH003 12/06/18	10/18 11/18	\$83,141.17 \$35,896.44	- -	- \$119,037.61
JWS	<b>David Houston</b> <i>Financial Advisor</i>	No invoice received	-	-	-	-
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	10 11/06/18	06/18	\$3,000.00	\$3,000.00	-
RDT JCW	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 12/03/18	11/18	\$7,875.00	-	\$7,875.00
RDT	<b>ICF Jones and Stokes, Inc.</b> <i>Env/Biological Services</i>	0134383 11/15/18	09/18 10/18	\$27,772.00	-	\$27,772.00

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

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

Phase: **1** Version: **0**  
Date: **12/08/18**  
Ref/File #: **10.755**  
Page: **1** of **3**

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	1118 12/03/18	11/18	\$12,707.36	\$7,042.36	\$5,665.00
JRT	<b>J.C. Watson, Inc.</b> <i>General Manager Services</i>	SPA-040 12/02/18	11/18	\$36,310.86	\$9,301.76	\$27,009.10
JAT	<b>K.Coe Isom, LLP</b> <i>Accounting</i>	KC034619 11/30/18	11/18	\$1,498.00	\$299.60	\$1,198.40
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-1018 11/20/18	10/18	\$3,906.77	-	\$3,906.77
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	47668 11/26/18	11/18	\$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>	4556SITES 11/20/18	10/18	\$21,662.50	-	\$21,662.50
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	1034 11/23/18	11/18	\$200.00	\$200.00	-
KMS	<b>MT Shasta Water</b> <i>Office Water</i>	444342 11/13/18 450701 12/06/18	11/18 12/18	\$37.02	\$37.02	-
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>	04-2018 12/02/18	11/18	\$39,829.05	-	\$39,829.05
KMS	<b>Recology Butte Colusa Counties</b> <i>Office Trash Pickup</i>	No invoice received	-	-	-	-
KMS	<b>RUSH Personal – 10/14</b> <i>Yolanda Tirado Services</i>	124,420 11/20/18 124,421 11/20/18 124,686 12/04/18 124,687 12/04/18		\$4,696.65	\$939.33	\$3,757.32
JCW	<b>Spesert Consulting</b> <i>Bus/Communications Manager</i>	12-18 12/03/18	11/18	\$17,266.27	-	\$17,266.27

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>Stradling Yocca Carlson &amp; Rauth</b> <i>Bond Counsel</i>	*Letter 10/11/18 Letter 11/13/18 Letter 12/07/18	09/18  10/18  11/18	\$28,925.00  \$6,743.73  \$8,494.05	-	\$44,162.78
JCW	<b>Trapasso Consulting Services</b> <i>Program Operations Manager</i>	SP17-15 12/02/18	11/18	\$28,708.04	-	\$28,708.04
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	Online 12/03/18	11/18	\$1,555.79	\$160.93	\$1,394.86
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	Letter 12/07/18	11/18	\$5,838.43	\$1,650.75	\$4,187.68
<b>TOTAL</b>				<b>\$380,334.85</b>	<b>\$22,819.39</b>	<b>\$357,515.46</b>

\*Invoice Letter 10/11/18 for September 2018 services was included in the November Payment of Claims but with an incorrect invoice amount listed. Check was voided, and financial ledger corrected.



**DECEMBER CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
12/7/2018**

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	\$ 145,000	\$ 15,687	\$ 129,313	11%	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	\$ 8,579	\$ 26,421	25%	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	\$ 30,000	\$ 18,558	\$ 11,442	62%	In progress
			28 - Part Agreements	\$ 60,000	\$ -	\$ 60,000	0%	In progress
			29 - Rebalancing	\$ 149,800	\$ 34,395	\$ 115,405	23%	In progress
				<b>\$ 2,533,454</b>	<b>\$ 2,157,532</b>	<b>\$ 375,922</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	\$ 39,059	\$ 15,641	71%	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	\$ 20,421	\$ 29,579	41%	In Progress
			Phase 1/Task 5 - Support to Sites Project Rebalancing	\$ 194,000	\$ 143,449	\$ 50,551	74%	In Progress
			Phase 1/Task 6 - Operational Principles of Agreement/Sites Project Daily Operations Model	\$ 191,527	\$ 108,107	\$ 83,420	56%	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	\$ 10,538	\$ 17,394	38%	In Progress
			Phase 1/Task 9 - Project Management & Coordination	\$ 40,000	\$ 13,216	\$ 26,784	33%	In Progress
				<b>\$ 5,974,338</b>	<b>\$ 5,709,164</b>	<b>\$ 265,175</b>	<b>96%</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	\$ 165,000	\$ 164,439	\$ 561	100%	In progress
			9 - CWC Negotiations	\$ 4,290	\$ 4,290	\$ (0)	100%	Complete
			10 - Permitting Agency	\$ 84,252	\$ 9,817	\$ 74,435	12%	In progress
			11 - Survey Planning and Implementation	\$ 62,888	\$ 14,054	\$ 48,834	22%	In progress
				<b>\$ 1,344,013</b>	<b>\$ 1,220,154</b>	<b>\$ 123,859</b>	<b>91%</b>	
<b>JB Comm</b>	\$ 936,226	\$ 936,226						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 60,350	\$ 53,069	\$ 7,281	88%	In progress
			2 - Message Platform, Rapid Response	\$ 73,075	\$ 53,369	\$ 19,706	73%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 248,701	\$ 232,847	\$ 15,854	94%	In progress
			4 - Media Planning & Outreach	\$ 113,587	\$ 102,038	\$ 11,550	90%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 354,196	\$ 341,095	\$ 13,101	96%	In progress
			6 - ROW Support	\$ 50,000	\$ 20,125	\$ 29,875	40%	In progress
			Other Direct Costs	\$ 36,317	\$ 34,464	\$ 1,853	95%	In progress
				<b>\$ 936,226</b>	<b>\$ 837,006</b>	<b>\$ 99,220</b>	<b>89%</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	\$ 49,168	\$ 33,632	59%	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	\$ 3,829	\$ 2,271	63%	In progress
				<b>\$ 160,000</b>	<b>\$ 118,952</b>	<b>\$ 41,048</b>	<b>74%</b>	
<b>Montague DeRose &amp; Associates, LLC</b>	\$ 480,000	\$ 480,000						
			Municipal Advisory Services	\$ 480,000	\$ 454,828	\$ 25,172	95%	In progress
				<b>\$ 480,000</b>	<b>\$ 454,828</b>	<b>\$ 25,172</b>	<b>95%</b>	