



Topic: **Reservoir Committee Agenda Item 4-2** **2019 Jan 18**

Subject: **Payment of Claims**

---

**Requested Action:**

Consider approval of the December 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 January 7, 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 Reservoir Committee Action:**

None.

**Fiscal Impact/Funding Source:**

Total Payment of Claims is \$185,179.67 with \$16,316.37 of costs being assigned to the Authority and \$168,863.30 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment A: December 2018 Payment of Claims

Attachment B: December 2018 Monthly Invoice Summary and Cost Allocation

Attachment C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST****Sites Project Authority****January 28, 2019**

<b>Warrant Number</b>	<b>Check Date</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount Paid</b>
1672	01/15/2019	Adept Solutions	IT & Related Services	613.20
1673	01/15/2019	AECOM Inc.	Engineering Tech	1,950.89
1674	01/15/2019	Gerald E. Johns	Project Operations	4,000.00
1675	01/15/2019	ICF Jones & Stokes Inc.	EPP Manager & Biological Services	12,039.82
1676	01/15/2019	J.C. Watson, Inc.	GM Services	33,537.49
1677	01/15/2019	JB Comm, Inc.	Outreach/Engage	9,166.25
1678	01/15/2019	K·Coe-Isom	Accounting	2,347.94
1679	01/15/2019	Larsen Wurzel & Associates	Cost Development Model	2,187.02
1680	01/15/2019	M.R. Cleaning Services	Office Cleaning	200.00
1681	01/15/2019	Maximum Pest Control	Pest Control	65.00
1682	01/15/2019	Montague DeRose & Associates LLC	Municipal Advisor	19,768.75
1683	01/15/2019	Perkins Coie, LLP	Legal Counsel	5,332.50
1684	01/15/2019	RDJT Associates Inc.	Environmental Planning/Permits Manager	36,760.12
1685	01/15/2019	Recology Butte Colusa Counties	Garbage Service	34.63
1686	01/15/2019	Rush Personnel Services, Inc	Yolanda Tirado Services	3,616.20
1687	01/15/2019	Spesert Consulting	Bus/Comm Manager	16,964.78
1688	01/15/2019	Trapasso Consulting Services	Pgm Ops Manager	28,062.80
1689	01/15/2019	U.S. Bank	Misc Expenses	206.83
1690	01/15/2019	Young Wooldridge LLP	Legal Counsel	8,325.45
<b>Total Amount</b>				<b>185,179.67</b>

THE FOREGOING CLAIM, NUMBERED 1672-1690 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** **January 13, 2019**

Subject: **Consultant/Vendor Invoices Received for January 2019 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 January 2019 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-135667 01/01/19	01/19	\$613.20	\$122.64	\$490.56
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000147042 12/07/18	11/18	\$1,950.89	-	\$1,950.89
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>	No invoice submitted	-	-	-	-
JWS	<b>David Houston</b> <i>Financial Advisor</i>	No invoice received	-	-	-	-
RDT JCW	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 01/01/19	12/18	\$4,000.00	-	\$4,000.00
RDT	<b>ICF Jones and Stokes, Inc.</b> <i>Env/Biological Services</i>	0134867 12/11/18	11/18	\$12,039.82	-	\$12,039.82
JCW	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	1218 01/07/19	12/18	\$9,166.25	\$5,566.25	\$3,600.00

Status: **Final**  
Purpose: **Consultant/vendor invoice table for January 2019 financials**  
Caveat:  
Notes:

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

Phase: **1** Version: **0**  
Date: **1/13/19**  
Ref/File #: **10.755**  
Page: **1** of **3**

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JRT	<b>J.C. Watson, Inc.</b> <i>General Manager Services</i>	SPA-041 01/02/19	12/18	\$33,537.49	\$5,037.68	\$28,499.81
JAT	<b>K-Coe Isom, LLP</b> <i>Accounting</i>	KC036778 12/31/18	12/18	\$2,347.94	\$469.59	\$1,878.35
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-1118 12/10/18	11/18	\$2,187.02	-	\$2,187.02
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	47834 12/18/18	12/18	\$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>	4583SITES 12/27/18	11/18	\$19,768.75	-	\$19,768.75
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	1053 12/19/18	12/18	\$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>	5929511 12/18/18	11/18	\$5,332.50	-	\$5,332.50
JCW	<b>RDJT Associates, Inc</b> <i>Env Planning/ Permits Manager</i>	01-2019 01/02/19	12/18	\$36,760.12	-	\$36,760.12
KMS	<b>Recology Butte Colusa Counties</b> <i>Office Trash Pickup</i>	35429901 12/28/18	12/18	\$34.63	\$34.63	-
KMS	<b>RUSH Personal – 10/14</b> <i>Yolanda Tirado Services</i>	124,988 12/18/18 124,989 12/18/18 125,329 01/02/19	12/18	\$3,616.20	\$723.24	\$2,892.96
JCW	<b>Spesert Consulting</b> <i>Bus/Communications Manager</i>	1-19 01/05/19	12/18	\$16,964.78	-	\$16,964.78
JCW	<b>Stradling Yocca Carlson &amp; Rauth</b> <i>Bond Counsel</i>	No invoice received	-	-	-	-

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>Trapasso Consulting Services</b> <i>Program Operations Manager</i>	SPA 17-16 01/01/19	12/18	\$28,062.80	-	\$28,062.80
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	Online 01/02/19	12/18	\$206.83	\$160.89	\$45.94
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	Letter 01/03/19	12/18	\$8,325.45	\$3,936.45	\$4,389.00
<b>TOTAL</b>				<b>\$185,179.67</b>	<b>\$16,316.37</b>	<b>\$168,863.30</b>



**JANUARY 2019 CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
1/13/2019**

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>	\$ 2,533,454	\$ 2,533,454						
			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	\$ 16,078	\$ 128,922	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	\$ 9,666	\$ 25,334	28%	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	\$ 34,867	\$ 114,933	23%	In progress
				<b>\$ 2,533,454</b>	<b>\$ 2,159,483</b>	<b>\$ 373,971</b>	<b>85%</b>	
<b>CH2M Hill</b>	\$ 6,149,626	\$ 5,974,338						
			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	\$ 40,851	\$ 13,849	75%	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	\$ 149,073	\$ 44,927	77%	In Progress
			Phase 1/Task 6 - Operational Principles of Agreement/Sites Project Daily Operations Model	\$ 191,527	\$ 158,501	\$ 33,026	83%	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	\$ 13,638	\$ 14,294	49%	In Progress
			Phase 1/Task 9 - Project Management & Coordination	\$ 40,000	\$ 23,992	\$ 16,008	60%	In Progress
				<b>\$ 5,974,338</b>	<b>\$ 5,780,849</b>	<b>\$ 193,489</b>	<b>97%</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	\$ 164,440	\$ 560	100%	In progress
			9 - CWC Negotiations	\$ 4,290	\$ 4,290	\$ -	100%	Complete
			10 - Permitting Agency	\$ 84,252	\$ 19,595	\$ 64,657	23%	In progress
			11 - Survey Planning and Implementation	\$ 62,888	\$ 16,317	\$ 46,571	26%	In progress
				<b>\$ 1,344,013</b>	<b>\$ 1,232,194</b>	<b>\$ 111,819</b>	<b>92%</b>	
<b>JB Comm</b>	\$ 936,226	\$ 936,226						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 60,350	\$ 53,694	\$ 6,656	89%	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	\$ 233,147	\$ 15,554	94%	In progress
			4 - Media Planning & Outreach	\$ 113,587	\$ 102,444	\$ 11,143	90%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 354,196	\$ 345,245	\$ 8,951	97%	In progress
			6 - ROW Support	\$ 50,000	\$ 23,725	\$ 26,275	47%	In progress
			Other Direct Costs	\$ 36,317	\$ 34,549	\$ 1,768	95%	In progress
				<b>\$ 936,226</b>	<b>\$ 846,172</b>	<b>\$ 90,054</b>	<b>90%</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%	Complete
			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	\$ 474,596	\$ 5,404	99%	In progress
				<b>\$ 480,000</b>	<b>\$ 474,596</b>	<b>\$ 5,404</b>	<b>99%</b>	