



Topic: **Reservoir Committee Agenda Item 4-2** **2019 Feb 21**

Subject: **Payment of Claims**

Requested Action:

Consider approval of the January 2019 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 February 4, 2019.

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 \$289,776.04 with \$21,653.43 of costs being assigned to the Authority and \$268,122.61 assigned to the Reservoir Committee.

Staff Contact:

Joe Trapasso

Attachments:

Attachment A: January 2019 Payment of Claims

Attachment B: January 2019 Monthly Invoice Summary and Cost Allocation

Attachment C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST
Sites Project Authority
February 25, 2019**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1751	02/12/2019	ACWA	Annual Agency Dues	4,060.00
1752	02/12/2019	Adept Solutions	IT & Related Services	849.04
1753	02/12/2019	AECOM Inc.	Engineering Tech	18,425.97
1754	02/12/2019	CH2M	Environmental Project Operations	71,712.50
1755	02/12/2019	Gerald E. Johns	Project Operations	15,750.00
1756	02/12/2019	GV/Hi Park Tower Holding, LLC	Meeting Room Rental	575.00
1757	02/12/2019	ICF Jones & Stokes Inc.	EPP Manager & Biological Services	15,231.46
1758	02/12/2019	J.C. Watson, Inc.	GM Services	36,277.36
1759	02/12/2019	JB Comm, Inc.	Outreach/Engage	10,693.50
1760	02/12/2019	K·Coe-Isom	Accounting	4,394.49
1761	02/12/2019	Larsen Wurzel & Associates	Cost Development Model	492.00
1762	02/12/2019	M.R. Cleaning Services	Office Cleaning	200.00
1763	02/12/2019	Maximum Pest Control	Pest Control	65.00
1764	02/12/2019	MBK Engineers Inc	Professional Services	813.75
1765	02/12/2019	Mt. Shasta	Office Expense	8.90
1766	02/12/2019	RDJT Associates Inc.	Environmental Planning/Permits Manager	38,292.28
1767	02/12/2019	Rush Personnel Services, Inc	Yolanda Tirado Services	4,520.25
1768	02/12/2019	Spesert Consulting	Bus/Comm Manager	17,170.65
1769	02/12/2019	Stradling Yocca Carlson & Rauth, Inc.	Bond Council	1,655.00
1770	02/12/2019	Trapasso Consulting Services	Pgm Ops Manager	28,170.15
1771	02/12/2019	U.S. Bank	Misc Expenses	1,099.88
1772	02/12/2019	Young Wooldridge LLP	Legal Counsel	19,318.86
			Total Amount	<u>289,776.04</u>

THE FOREGOING CLAIM, NUMBERED 1751-1772 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** **February 10, 2019**

Subject: **Consultant/Vendor Invoices Received for February 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 February 2019 monthly meetings.

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
	ACWA <i>2019 Annual Agency Dues</i>	Invoice 10/10/18	2019	\$4,060.00	\$812.00	\$3,248.00
KMS	Adept Solutions	135888 01/15/19 MSP-135856 02/01/19	02/19	\$849.04	\$169.81	\$679.23
RDT	AECOM Technical Services, Inc. <i>Engineering/Tech</i>	2000160850 01/14/19 2000172668 02/08/19	12/18 01/19	\$3,144.30 \$15,281.67	-	\$18,425.97
JCW	Capital Project Strategies, LLC <i>Alternative Project Delivery Advisor</i>	No invoice submitted	-	-	-	-
RDT	CH2M Hill Engineers, Inc. <i>Environmental/Project Operations</i>	668147CH004 02/01/19	12/18	\$71,712.50	-	\$71,712.50
JWS	David Houston <i>Financial Advisor</i>	No invoice received	-	-	-	-
RDT JCW	Gerald (Jerry) Johns <i>Project Operations</i>	Letter 02/02/19	01/19	\$15,750.00	-	\$15,750.00

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

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

Phase: **1** Version: **2**
Date: **02/10/19**
Ref/File #: **10.755**
Page: **1** of **3**

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
	GV/Hi Park Tower Owner, LLC Reservoir Conference Room Rental (February)	Sites Project 02 19 02/08/19	02/19	\$575.00	-	\$575.00
RDT	ICF Jones and Stokes, Inc. <i>Env/Biological Services</i>	0135937 01/24/19	12/18	\$15,231.46	-	\$15,231.46
JCW	JB Comm, Inc. <i>Outreach/Engage</i>	0119 02/04/19	01/19	\$10,693.50	\$7,843.50	\$2,850.00
JRT	J.C. Watson, Inc. <i>General Manager Services</i>	SPA-042 02/03/10	01/19	\$36,277.36	\$5,282.18	\$30,995.18
JAT	K-Coe Isom, LLP <i>Accounting</i>	KC039589 01/31/19	01/19	\$4,394.49	\$878.90	\$3,515.59
JCW	Larsen Wurzel & Associates, Inc. <i>Cost Development Model</i>	1609000-1218 01/10/19	12/18	\$492.00*	-	\$492.00
KMS	Maximum Pest Control <i>Pest Spraying</i>	48017 01/24/19	01/19	\$65.00	\$65.00	-
JCW	MBK Engineers <i>Eng/Tech Svcs & Project Operations</i>	18-12-4941.0 01/14/19	12/18	\$813.75	-	\$813.75
JCW	Montague DeRose & Associates, LLC <i>Municipal Advisor</i>	No invoice received	-	-	-	-
KMS	M.R. Cleaning Service <i>Office Cleaning</i>	1074 02/01/19	01/19	\$200.00	\$200.00	-
KMS	MT Shasta Water <i>Office Water</i>	462084 01/23/19	01/19	\$8.90	\$8.90	-
JCW	Perkins Coie, LLP <i>Special Legal</i>	No invoice received	-	-	-	-
JCW	RDJT Associates, Inc <i>Env Planning/ Permits Manager</i>	02-2019 02/02/19	01/19	\$38,292.28	-	\$38,292.28
KMS	Recology Butte Colusa Counties <i>Office Trash Pickup</i>	No invoice received	-	-	-	-

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	RUSH Personal – 10/14 <i>Yolanda Tirado Services</i>	125,553 01/14/19 125,833 02/01/19 125,834 02/01/19	01/19	\$4,520.25	\$904.05	\$3,616.20
JCW	Spesert Consulting <i>Bus/Communications Manager</i>	2-19 02/05/19	01/19	\$17,170.65	-	\$17,170.65
JCW	Stradling Yocca Carlson & Rauth <i>Bond Counsel</i>	0535 01/18/19	12/18	\$1,655.00	-	\$1,655.00
JCW	Trapasso Consulting Services <i>Program Operations Manager</i>	SPA-17-17 02/07/19	01/19	\$ 28,170.15	-	\$28,170.15
KMS	US Bank – Credit Card <i>Misc. Expenses</i>	Online 02/04/19	01/19	\$1,099.88	\$1,063.42	\$36.46
JCW	Young Wooldridge, Law Offices, LLP <i>Legal Counsel</i>	Letter 02/05/19	01/19	\$19,318.86	\$4,425.67	\$14,893.19
TOTAL				\$289,776.04	\$21,653.43	\$268,122.61

*Invoice reflects a reduction of \$193.75 for a disputed charge.



**FEBRUARY CONSULTANT BUDGET REPORT
FOR AUTHORITY BOARD AND
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP
02/08/2019**

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
AECOM	\$ 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	\$ 87,000	\$ 18,023	\$ 68,977	21%	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	\$ 10,783	\$ 24,217	31%	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	\$ 88,000	\$ 32,805	\$ 55,195	37%	In progress
			28 - Part Agreements	\$ 60,000	\$ -	\$ 60,000	0%	In progress
			29 - Rebalancing	\$ 149,800	\$ 35,984	\$ 113,816	24%	In progress
				\$ 2,533,454	\$ 2,177,909	\$ 355,545	86%	
CH2M Hill	\$ 6,600,000	\$ 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	\$ 45,267	\$ 9,433	83%	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	\$ 22,734	\$ 27,266	45%	In Progress
			Phase 1/Task 5 - Support to Sites Project Rebalancing	\$ 194,000	\$ 151,356	\$ 42,644	78%	In Progress
			Phase 1/Task 6 - Operational Principles of Agreement/Sites Project Daily Operations Model	\$ 191,527	\$ 174,259	\$ 17,268	91%	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	\$ 36,776	\$ (8,844)	132%	In Progress
			Phase 1/Task 9 - Project Management & Coordination	\$ 40,000	\$ 26,838	\$ 13,162	67%	In Progress
				\$ 5,974,338	\$ 5,831,603	\$ 142,735	98%	

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	\$ 1,800,000	\$ 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	\$ 32,085	\$ 52,167	38%	In progress
			11 - Survey Planning and Implementation	\$ 62,888	\$ 19,058	\$ 43,830	30%	In progress
				\$ 1,344,013	\$ 1,247,425	\$ 96,588	93%	
JB Comm	\$ 936,226	\$ 936,226						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 60,350	\$ 54,669	\$ 5,681	91%	In progress
			2 - Message Platform, Rapid Response	\$ 73,075	\$ 53,769	\$ 19,306	74%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 248,701	\$ 234,443	\$ 14,258	94%	In progress
			4 - Media Planning & Outreach	\$ 113,587	\$ 102,931	\$ 10,656	91%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 354,196	\$ 349,845	\$ 4,351	99%	In progress
			6 - ROW Support	\$ 50,000	\$ 26,575	\$ 23,425	53%	In progress
			Other Direct Costs	\$ 36,317	\$ 34,634	\$ 1,683	95%	In progress
				\$ 936,226	\$ 856,866	\$ 79,360	92%	
Larsen Wurzel & Associates, Inc.	\$ 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	\$ 52,040	\$ 30,760	63%	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
				\$ 160,000	\$ 121,824	\$ 38,176	76%	
Montague DeRose & Associates, LLC	\$ 480,000	\$ 480,000						
			Municipal Advisory Services	\$ 480,000	\$ 474,596	\$ 5,404	99%	In progress
				\$ 480,000	\$ 474,596	\$ 5,404	99%	