



Topic: **Authority Board Agenda Item 5-2** **2019 March 25**

Subject: **Payment of Claims**

Requested Action:

Consider approval of the February 2019 Payment of Claims as presented in Attachment 5-2A with supporting details provided in Attachments B, and C.

Detailed Description/Background:

Attachments A incorporates invoices received by the Sites Project Authority through March 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 Authority Board Action:

None.

Fiscal Impact/Funding Source:

Total Payment of Claims is \$401,538.83 with \$46,538.83 of costs being assigned to the Authority and \$355,044.52 assigned to the Reservoir Committee.

Staff Contact:

Joe Trapasso

Attachments:

Attachment A: February 2019 Payment of Claims

Attachment B: February 2019 Monthly Invoice Summary and Cost Allocation

Attachment C: Consultant Budget Review by Task

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

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1773	03/15/2019	ACWA	Annual Agency Dues	1,175.00
1774	03/15/2019	Adept Solutions	IT & Related Services	1,387.77
1775	03/15/2019	Bender Rosenthal Inc	Real Estate	7,259.26
1776	03/15/2019	CH2M	Environmental Project Operations	50,726.09
1777	03/15/2019	Dunn Consulting	Legislative/Regulatory/Strategic Support	8,000.00
1778	03/15/2019	Gerald E. Johns	Project Operations	14,375.00
1779	03/15/2019	HDR Engineering Inc	Project Integration	99,511.19
1780	03/15/2019	ICF Jones & Stokes Inc.	EPP Manager & Biological Services	36,345.00
1781	03/15/2019	J.C. Watson, Inc.	GM Services	35,146.37
1782	03/15/2019	JB Comm, Inc.	Outreach/Engage	6,120.00
1783	03/15/2019	Katz and Associates, Inc.	Communication	29,513.24
1784	03/15/2019	K-Coe-Isom	Accounting	4,495.00
1785	03/15/2019	M.R. Cleaning Services	Office Cleaning	200.00
1786	03/15/2019	Maximum Pest Control	Pest Control	65.00
1787	03/15/2019	MBK Engineers Inc	Professional Services	927.50
1788	03/15/2019	Montague DeRose and Assoc, Inc.	Municipal Advisor	7,816.25
1789	03/15/2019	Mt. Shasta	Office Expense	57.90
1790	03/15/2019	RDJT Associates Inc.	Environmental Planning/Permits Manager	35,901.94
1791	03/15/2019	Recology Butte/Colusa Counties	Office Trash Pickup	69.26
1792	03/15/2019	Rush Personnel Services, Inc	Yolanda Tirado Services	5,358.15
1793	03/15/2019	Spesert Consulting	Bus/Comm Manager	17,310.87
1794	03/15/2019	Stradling Yocca Carlson & Rauth, Inc.	Bond Council	650.00
1795	03/15/2019	Trapasso Consulting Services	Pgm Ops Manager	28,808.38
1796	03/15/2019	U.S. Bank	Misc Expenses	67.44
1797	03/15/2019	Young Wooldridge LLP	Legal Counsel	10,296.74
			Total Amount	<u>401,583.35</u>

THE FOREGOING CLAIM, NUMBERED 1773-1797 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	Sacramento County Water Agency/City of Sacramento
Glenn-Colusa Irrigation District	Reclamation District No. 108
Tehama Colusa Canal Authority	

Topic: **Program Operations – Finance****March 10, 2019**Subject: **Consultant/Vendor Invoices Received for March 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 March 2019 monthly meetings.

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JAT	ACWA <i>EPP Job Posting – Internet/ Newsletter</i>	INV006834 02/13/19 INV006856 02/20/19	02/19 02/19	\$550.00 \$625.00	\$235.00	\$940.00
KMS	Adept Solutions <i>IT Related Services/Computer Equipment</i>	MSP-136051 03/01/19 136061 03/01/19 136063 03/01/19 136102 02/21/19	03/19 11/18 12/18 01/19	\$1,387.77	\$277.55	\$1,110.22
RDT	AECOM Technical Services, Inc. <i>Engineering/Tech</i>	No invoice submitted	-	-	-	-
KMS	Bender Rosenthal, Inc. <i>Real Estate</i>	19037.01-1 02/28/19	02/19	\$7,259.26	-	\$7,259.26
JAT	Brown and Caldwell <i>Project Controls</i>	No invoice submitted	-	-	-	-
JCW	Capital Project Strategies, LLC <i>Alternative Project Delivery Advisor</i>	No invoice submitted	-	-	-	-

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

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

Phase: **1** Version: **2**
Date: **03/10/19**
Ref/File #: **10.755**
Page: **1** of **3**

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
RDT	CH2M Hill Engineers, Inc. <i>Environmental/ Project Operations</i>	668147CH005 02/14/19	01/19	\$50,726.09	-	\$50,726.09
JWS	David Houston <i>Financial Advisor</i>	No invoice received	-	-	-	-
KMS	Dunn Consulting <i>Legislative/Regulatory /Strategic Support</i>	Letter 03/01/19	02/19	\$8,000.00	\$5,400.00	\$2,600.00
RDT	Gerald (Jerry) Johns <i>Project Operations</i>	Letter 03/01/19	02/19	\$14,375.00	-	\$14,375.00
KMS	GV/Hi Park Tower Owner, LLC <i>Reservoir Conference Room Rental</i>	No invoice received	-	-	-	-
JCW /JAT	HDR <i>Project Integration</i>	1200176939 03/04/19	02/01/19 to 02/16/19	\$99,511.19	-	\$99,511.19
RDT	ICF Jones and Stokes, Inc. <i>Env/Biological Services</i>	0136626 02/20/19	01/19	\$36,345.00	-	\$36,345.00
JCW	JB Comm, Inc. <i>Outreach/Engage</i>	0219 03/04/19	02/19	\$6,120.00	\$5,260.00	\$860.00
JRT	J.C. Watson, Inc. <i>General Manager Services</i>	SPA-043 03/02/19	02/19	\$35,146.37	\$5,631.84	\$29,514.53
KMS	Katz and Associates <i>Communication</i>	412954 03/06/19	02/19	\$29,513.24	\$23,535.85	\$5,977.39
JAT	K·Coe Isom, LLP <i>Accounting</i>	KC042941 02/28/19	02/19	\$4,495.00	\$899.00	\$3,596.00
JCW	Larsen Wurzel & Associates, Inc. <i>Cost Development Model</i>	No invoice received	-	-	-	-
KMS	Maximum Pest Control <i>Pest Spraying</i>	48195 02/21/19	02/19	\$65.00	\$65.00	-
JCW	MBK Engineers <i>Eng/Tech Svcs & Project Operations</i>	19-01-4941.0 02/13/19	01/19	\$927.50	-	\$927.50

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	Montague DeRose & Associates, LLC <i>Municipal Advisor</i>	4601SITES 02/21/19 4607SITES 04/04/19	01/19 12/18	\$3,030.00 \$4,786.25	-	\$7,816.25
KMS	M.R. Cleaning Service <i>Office Cleaning</i>	1084 02/24/19	02/19	\$200.00	\$200.00	-
KMS	MT Shasta Water <i>Office Water</i>	468536 02/21/19	02/19	\$57.90	\$57.90	-
JCW	Perkins Coie, LLP <i>Special Legal</i>	No invoice received	-	-	-	-
JCW	RDJT Associates, Inc <i>Env Planning/ Permits Manager</i>	03-2019 03/02/19	02/19	\$35,901.94	-	\$35,901.94
KMS	Recology Butte Colusa Counties <i>Office Trash Pickup</i>	35540400 01/30/19	01/19	\$69.26	\$69.26	-
KMS	RUSH Personal – 10/14 <i>Yolanda Tirado Services</i>	126,164 02/11/19 126,165 02/11/19 126,448 03/01/19 126,449 03/01/19	02/19	\$5,358.15	\$1,071.63	\$4,286.52
JCW	Spesert Consulting <i>Bus/Communications Manager</i>	3-19 03/05/19	02/19	\$17,310.87	-	\$17,310.87
JCW	Stradling Yocca Carlson & Rauth <i>Bond Counsel</i>	351313-0001 02/21/19	01/19	\$650.00	-	\$650.00
JCW	Trapasso Consulting Services <i>Program Operations Manager</i>	SPA 17-18 03/03/19	02/19	\$28,808.38	-	\$28,808.38
KMS	US Bank – Credit Card <i>Misc. Expenses</i>	Online 03/01/19	02/19	\$67.44	\$43.80	\$23.64
JCW	Young Wooldridge, Law Offices, LLP <i>Legal Counsel</i>	Letter invoice 03/05/19	02/19	\$10,296.74	\$3,792.00	\$6,504.74
TOTAL				\$401,583.35	\$46,538.83	\$355,044.52



**MARCH CONSULTANT BUDGET REPORT
FOR AUTHORITY BOARD AND
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP
3/8/2019**

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	\$ 100,000	\$ 6,104	\$ 93,896	6%	In Progress
			Phase 1/Task 2 - Regulatory and Permit Agencies Coordination. NMFS/USFWS, CDFW plus other pre-permits	\$ 204,700	\$ 52,553	\$ 152,147	26%	In Progress
			Phase 1/Task 3 - Support CWC Responses/Technical Support	\$ 12,773	\$ 2,532	\$ 10,241	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	\$ 156,773	\$ 37,227	81%	In Progress
			Phase 1/Task 6 - Operational Principles of Agreement/Sites Project Daily Operations Model	\$ 241,527	\$ 202,628	\$ 38,899	84%	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	\$ 147,932	\$ 79,748	\$ 68,184	54%	In Progress
			Phase 1/Task 9 - Project Management & Coordination	\$ 70,000	\$ 35,596	\$ 34,404	51%	In Progress
				\$ 6,387,111	\$ 5,924,405	\$ 462,706	93%	

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	\$ 1,592,558						
			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	\$ 164,949	\$ 51	100%	In progress
			9 - CWC Negotiations	\$ 4,290	\$ 4,290	\$ -	100%	Complete
			10 - Permitting Agency	\$ 236,385	\$ 48,662	\$ 187,723	21%	In progress
			11 - Survey Planning and Implementation	\$ 159,300	\$ 38,315	\$ 120,985	24%	In progress
				\$ 1,592,558	\$ 1,283,768	\$ 308,790	81%	
JB Comm	\$ 936,226	\$ 936,226						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 60,350	\$ 55,406	\$ 4,944	92%	In progress
			2 - Message Platform, Rapid Response	\$ 73,075	\$ 54,969	\$ 18,106	75%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 248,701	\$ 236,143	\$ 12,558	95%	In progress
			4 - Media Planning & Outreach	\$ 113,587	\$ 103,519	\$ 10,068	91%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 354,196	\$ 351,295	\$ 2,901	99%	In progress
			6 - ROW Support	\$ 50,000	\$ 26,935	\$ 23,065	54%	In progress
			Other Direct Costs	\$ 36,317	\$ 34,719	\$ 1,598	96%	In progress
				\$ 936,226	\$ 862,986	\$ 73,240	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	\$ 520,000	\$ 520,000						
			Municipal Advisory Services	\$ 520,000	\$ 482,413	\$ 37,587	93%	In progress
				\$ 520,000	\$ 482,413	\$ 37,587	93%	