



Topic: **Reservoir Committee Agenda Item 4-2** **2018 Feb 26**

Subject: **Payment of Claims**

Requested Action:

Consider approval of the January 2018 Payment of Claims as presented in Attachment 4-2A.

Detailed Description/Background:

Attachments 4-2A incorporates invoices received by the Sites Project Authority through February 5, 2018.

Attachment 4-2B summarizes how actual costs are allocated between Authority and Reservoir Committee

Attachment 4-2C 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 \$551,876.78 with \$42,642.39 of costs being assigned to the Authority and \$551,876.78 assigned to the Reservoir Committee.

Staff Contact:

Joe Trapasso

Attachments:

Attachment 4-2A: January 2018 Payment of Claims

Attachment 4-2B: January 2018 Monthly Invoice Summary and Cost Allocation

Attachment 4-2C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST
Sites Project Authority
February 26, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1461	02/09/2018	Adept Solutions	IT Support	467.60
1462	02/09/2018	AECOM, Inc.	Engineering/Tech	42,500.99
1463	02/09/2018	CH2M	Environmental/Proj Op	351,890.49
1464	02/09/2018	Gerald E Johns	Water Rights	5,625.00
1465	02/09/2018	ICF Jones & Stokes, Inc.	EPP Manager/Bio Serv	59,808.76
1466	02/09/2018	J.C Watson, Inc.	Manager Services	36,239.07
1467	02/09/2018	JB Comm, Inc.	Outreach	23,991.62
1468	02/09/2018	K-Coe-Isom	Accounting	4,079.44
1469	02/09/2018	Larsen Wurzel & Associates, Inc.	Cost Development Model	2,265.05
1470	02/09/2018	M.R. Cleaning Services	Office Cleaning	200.00
1471	02/09/2018	Maximum Pest Control	Pest Control	65.00
1472	02/09/2018	Mt Shasta Spring Water	Office water	19.30
1473	02/09/2018	Rush Personnel Services Inc.	Administration Services	1,888.90
1474	02/09/2018	Spesert Consulting	Bus/Comm Manager	18,395.65
1475	02/09/2018	Trapasso Consulting Services	Pgm Ops Manager	28,634.85
1476	02/09/2018	US Bank CC	Office Expense	1,400.70
1477	02/09/2018	Young Wooldridge LLP	Legal Counsel	17,046.75
			Total Amount	<u>594,519.17</u>

THE FOREGOING CLAIM, NUMBERED 1461-1477, ARE APPLIED TO THE GENERAL FUND OF SITES PROJECT AUTHORITY AND ARE WARRANTS AUTHORIZED THERETO.

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



Topic: **Program Operations – Finance** **February 9, 2018**

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

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	Adept Solutions <i>IT & Related Services</i>	MSP-133445 2/01/18	1/18	\$467.60	\$467.60	-
RDT	AECOM Technical Services, Inc. <i>Engineering/Tech</i>	2000008617 1/18/18	12/17	\$42,500.99	-	\$42,500.99
RDT	CH2M Hill Engineers, Inc. <i>Environmental/Project Operations</i>	381124666 11/09/17	9/17	\$116,350.61	-	\$116,350.61
		381132366 1/24/18	12/17	\$119,734.69	-	\$119,734.69
		381133365 2/05/18	1/18	\$115,805.19	-	\$115,805.19
KMS	Family Water Alliance <i>Cultural Studies</i>	None Received	-	-	-	-
RDT JCW	Gerald (Jerry) Johns <i>Project Operations</i>	Letter 2/01/18	1/18	\$5,625.00	-	\$5,625.00
JCW	ICF Jones and Stokes, Inc. <i>EPP Manager & Biological Services</i>	0127864 2/02/18	12/17	\$59,808.76	-	\$59,808.76
KMS	JB Comm, Inc. <i>Outreach/Engage</i>	0118 2/05/18	1/18	\$23,991.62	\$15,987.32	\$8,004.30
JRT	JCW Inc <i>GM Services</i>	SPA-030 2/04/18	1/18	\$36,239.07	\$7,271.16	\$28,967.91

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

Preparer: Trapasso
 Checker: Watson
 QA/QC:

Phase: 1 Version: 0
 Date: 2/9/18
 Ref/File #: 10.755
 Page: 1 of 2

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JAT	K·Coe Isom, LLP <i>Accounting</i>	KC003498 1/31/18	1/18	\$4,079.44	\$4,079.44	-
JCW	Larsen Wurzel & Associates, Inc. <i>Cost Development Model</i>	1609000-1217 1/12/18	12/17	\$2,265.05	-	\$2,265.05
KMS	Maximum Pest Control <i>Pest Spraying</i>	45795 1/29/18	1/18	\$65.00	\$65.00	-
JCW	MBK Engineers <i>Eng/Tech Svcs & Project Operations</i>	None received	-	-	-	-
KMS	M.R. Cleaning Service <i>Office Cleaning</i>	053 1/29/18	1/18	\$200.00	\$200.00	-
KMS	MT Shasta Water <i>Office Water</i>	460421 1/19/18	1/18	\$19.30	\$19.30	-
JCW	Perkins Coie, LLP <i>Special Legal</i>	None received	-	-	-	-
KMS	RUSH Personal – 10/14 <i>Kim Davis Services</i>	116,182 116,183 116,509 116,510/ 1/16/18 1/16/18 2/01/18 2/01/18	1/18	\$1,888.90	\$1,511.12	\$377.78
JCW	Spesert Consulting <i>Bus/Comm Manager</i>	02-18 2/04/18	1/18	\$18,395.65	-	\$18,395.65
JCW	Trapasso Consulting Services <i>Pgm Ops Manager</i>	SP17-05 2/04/18	1/18	\$28,634.85	-	\$28,634.85
KMS	US Bank – Credit Card <i>Misc. Expenses</i>	Online Account 6296 1/31/18	-	\$1,400.70	\$1,400.70	-
JCW	Young Wooldridge, Law Offices, LLP <i>Legal Counsel</i>	Letter 2/06/18	1/18	\$17,046.75	\$11,640.75	\$5,406.00
TOTAL				\$594,519.17	\$42,642.39	\$551,876.78

**FEBRUARY CONSULTANT BUDGET REPORT
FOR AUTHORITY BOARD AND
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP
2/9/2018**

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
AECOM	\$ 2,300,000	\$ 2,102,277						
			1-7, 9-11, 13-15	\$ 888,964	\$ 889,139	\$ (175)	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 706,479	\$ 650,763	\$ 55,716	92%	In progress
			12 - Design and Construct Risk	\$ 18,750	\$ -	\$ 18,750	0%	Pending
			16 - Meeting Minutes	\$ 22,440	\$ 10,522	\$ 11,918	47%	In progress
			17 - Delevan Enlargement	\$ 67,000	\$ 63,985	\$ 3,015	96%	In progress
			18 - Colusa Basin Drain	\$ 27,844	\$ 28,623	\$ (779)	103%	Complete
			19 - Sites PGP / Holthouse	\$ 27,000	\$ 17,588	\$ 9,412	65%	In progress
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			22 - Repayment Analysis	\$ 50,000	\$ 41,735	\$ 8,265	83%	In progress
			23 - Risk Assessment	\$ 150,000	\$ -	\$ 150,000	0%	In progress
			24 - Program Ops Support	\$ 25,000	\$ -	\$ 25,000	0%	In progress
			25 - Phase 2 Workplan	\$ 98,800	\$ -	\$ 98,800	0%	In progress
				\$ 2,102,277	\$ 1,702,355	\$ 399,922	81%	
CH2M Hill	\$ 5,547,368	\$ 5,547,368						
			TO 01	\$ 1,369,028	\$ 1,369,028	\$ (0)	100%	Complete
			TO 02/Tasks 1, 6.3, 7 and 9	\$ 1,834,060	\$ 1,834,060	\$ 0	100%	Complete
			TO 02/Task 6.4 - CEQA Lead Agency Coordination Support (completion of the final draft EIR/EIS)	\$ 95,452	\$ 51,616	\$ 43,836	54%	In progress
			TO 02/Task 12 - Review Public Comments/Prp Approach	\$ 150,000	\$ -	\$ 150,000	0%	In progress
			TO 02/Task 13 - Permits & Environmental Compliance	\$ 206,888	\$ 140,194	\$ 66,694	68%	In progress
			TO 03/Tasks 1-6 and 8	\$ 1,066,528	\$ 1,066,528	\$ 0	100%	Complete
			TO 03/Task 7 - CWC Resp/Technical Support	\$ 60,000	\$ 55,773	\$ 4,227	93%	In progress
			TO 04/Task 1 - Sites Project and CA WaterFix Integrated Results Update	\$ 115,502	\$ 103,857	\$ 11,645	90%	In progress
			TO 04/Task 2A - Historical Hydrographs, and Fisheries Needs and Potential Sites Projects Diversion Criteria	\$ 106,940	\$ 56,487	\$ 50,453	53%	In progress
			TO 04/Task 3A - Identification if Side-channel/Floodplain Areas and Flows for Habitat	\$ 137,669	\$ 92,886	\$ 44,784	67%	In progress
			TO 04/Task 4 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 286,759	\$ 96,092	\$ 190,667	34%	In progress
			TO 04/Task 5 - Support of EIR Supplemental Information Document	\$ 105,745	\$ 43,041	\$ 62,704	41%	In progress
			TO 04/Task 6 - Technical Engineering Support	\$ 12,796	\$ 2,796	\$ 10,000	22%	In progress
				\$ 5,547,368	\$ 4,912,357	\$ 635,012	89%	

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	\$ 1,091,040	\$ 1,091,040						
			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	\$ 147,174	\$ 47,516	\$ 99,658	32%	In progress
			5 - Preparation of the WSIP Application	\$ 62,990	\$ 14,029	\$ 48,961	22%	In progress
			6 - Preparation of the Application Permits	\$ 317,141	\$ 15,453	\$ 301,688	5%	In progress
			7 - Support Authority Board	\$ 63,735	\$ 33,230	\$ 30,505	52%	In progress
				\$ 1,091,040	\$ 610,230	\$ 480,810	56%	
JB Comm	\$ 828,982	\$ 828,982						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 52,600	\$ 29,525	\$ 23,075	56%	In progress
			2 - Message Platform, Rapid Response	\$ 55,525	\$ 35,725	\$ 19,800	64%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 225,992	\$ 195,953	\$ 30,039	87%	In progress
			4 - Media Planning & Outreach	\$ 107,288	\$ 72,063	\$ 35,226	67%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 350,220	\$ 255,018	\$ 95,203	73%	In progress
			Other Direct Costs	\$ 37,357	\$ 30,570	\$ 6,787	82%	In progress
				\$ 828,982	\$ 618,852	\$ 210,130	75%	
Larsen Wurzel & Associates, Inc.	\$ 160,000	\$ 160,000						
			1 - Develop Draft Funding Policy and Terms	\$ 13,500	\$ 13,044	\$ 456	97%	Complete
			2 - Coordinate Review & Finalize Funding Policy and Terms	\$ 23,200	\$ 19,962	\$ 3,238	86%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 92,800	\$ 18,571	\$ 74,229	20%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 4,059	\$ 6,441	39%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 10,374	\$ 9,626	52%	In progress
				\$ 160,000	\$ 66,010	\$ 93,990	41%	