



Topic: **Reservoir Committee Agenda Item 4-2 2018 March 19**

Subject: **Payment of Claims**

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**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.

NOTE: The Reservoir Committee's ad Hoc Finance and Economics Work Group has recommended the Reservoir Committee approve their share of the monthly costs as summarized in Attachment 4-2B. The Reservoir Committee will consider this recommendation at their March 16, 2018 meeting.

**Fiscal Impact/Funding Source:**

Total Payment of Claims is \$397,870.38 with \$43,831.36 of costs being assigned to the Authority and \$354,039.02 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  
March 22, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1478	03/12/2018	Adept Solutions	IT Support	721.36
1479	03/12/2018	AECOM, Inc.	Professional Services	54,497.99
1480	03/12/2018	CH2M	Environmental/Proj Op	148,343.86
1481	03/12/2018	Family Water Alliance, Inc.	Cultural Study	6,000.00
1482	03/12/2018	Gerald E Johns	Professional Services- Water Rights	8,625.00
1483	03/12/2018	ICF Jones & Stokes, Inc.	Professional Services	55,241.71
1484	03/12/2018	J.C Watson, Inc.	Manager	35,474.10
1485	03/12/2018	JB Comm, Inc.	Professional Services-Outreach	29,811.42
1486	03/12/2018	K·Coe-Isom	Accounting	1,985.00
1487	03/12/2018	Larsen Wurzel & Associates, Inc.	Professional Services- Cost Model	3,656.25
1488	03/12/2018	M.R. Cleaning Services	Janitorial	200.00
1489	03/12/2018	Maximum Pest Control	Pest Control	65.00
1490	03/12/2018	Rush Personnel Services Inc.	Administration	1,002.57
1491	03/12/2018	Spesert Consulting	Professional Services	16,974.46
1492	03/12/2018	Trapasso Consulting Services	Professional Services	28,293.25
1493	03/12/2018	US Bank CC	Office Expense	434.16
1494	03/12/2018	Young Wooldridge LLP	Legal Counsel	6,544.25
			<b>Total Amount</b>	<b>397,870.38</b>

THE FOREGOING CLAIM, NUMBERED 1478-1494, 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
Sacramento County Water Agency/City of Sacramento	

Topic: **Program Operations – Finance**

March 8, 2018

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

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	<b>Adept Solutions</b> <i>IT &amp; Related Services</i>	MSP-133622 3/1/18 133660 3/06/18	2/18	\$721.36	\$144.27	\$577.09
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000020789 2/14/18	1/18	\$54,497.99	-	\$54,497.99
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/ Project Operations</i>	381136583 3/05/18	2/18	\$148,343.86	-	\$148,343.86
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	1514 3/06/18	1/18 2/18	\$6,000.00	\$6,000.00	-
RDT	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 3/01/18	2/18	\$8,625.00	-	\$8,625.00
JCW	<b>ICF Jones and Stokes, Inc.</b> <i>EPP Manager &amp; Biological Services</i>	0128451 3/01/18	1/18	\$55,241.71	-	\$55,241.71
JCW	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	0218 3/05/18	2/18	\$29,811.42	\$22,501.42	\$7,310.00
JRT	<b>JCW Inc</b> <i>GM Services</i>	SPA-031 3/03/18	2/18	\$35,474.10	\$8,237.20	\$27,236.90

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

Preparer: Trapasso  
Checker: Watson  
QA/QC:

Phase: 1 Version: 0  
Date: 3/8/18  
Ref/File #: 10.755  
Page: 1 of 2

Rvw By	Vendor/Consultant	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JAT	<b>K·Coe Isom, LLP</b> <i>Accounting</i>	KC006153 2/28/18	2/18	\$1,985.00	\$397.00	\$1,588.00
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-0118 2/09/18	1/18	\$3,656.25	-	\$3,656.25
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	45980 2/28/18	2/18	\$65.00	\$65.00	-
JCW	<b>MBK Engineers</b> <i>Eng/Tech Svcs &amp; Project Operations</i>	None received	-	-	-	-
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	056 2/28/18	2/18	\$200.00	\$200.00	-
KMS	<b>MT Shasta Water</b> <i>Office Water</i>	None received	-	-	-	-
JCW	<b>Perkins Coie, LLP</b> <i>Special Legal</i>	None received	-	-	-	-
KMS	<b>RUSH Personal – 10/14</b> <i>Kim Davis Services</i>	116,821 117,341 117,342 2/13/18 3/06/18 3/06/18	2/18	\$1,002.57	\$802.06	\$200.51
JCW	<b>Spesert Consulting</b> <i>Bus/Comm Manager</i>	03-18 3/06/18	2/18	\$16,974.46	-	\$16,974.46
JCW	<b>Trapasso Consulting Services</b> <i>Pgm Ops Manager</i>	SP17-06 3/05/18	2/18	\$28,293.25	-	\$28,293.25
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	On line review 2/28/18	2/18	\$434.16	\$434.16	-
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	Letter 3/05/18	2/18	\$6,544.25	\$5,050.25	\$1,494.00
<b>TOTAL</b>				<b>\$397,870.38</b>	<b>\$43,831.36</b>	<b>\$354,039.02</b>

**MARCH CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
3/8/2018**

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>	\$ 2,300,000	\$ 2,102,277						
			1-7, 9-11, 13-15	\$ 888,964	\$ 890,151	\$ (1,187)	100%	Complete
			8 - WSIP Application / Feasibility Report	\$ 706,479	\$ 674,740	\$ 31,739	96%	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	\$ 64,238	\$ 2,762	96%	In progress
			18 - Colusa Basin Drain	\$ 27,844	\$ 28,623	\$ (779)	103%	Complete
			19 - Sites PGP / Holthouse	\$ 27,000	\$ 24,413	\$ 2,587	90%	In progress
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ -	\$ 20,000	0%	Pending
			22 - Repayment Analysis	\$ 50,000	\$ 48,639	\$ 1,361	97%	In progress
			23 - Risk Assessment	\$ 150,000	\$ 14,767	\$ 135,233	10%	In progress
			24 - Program Ops Support	\$ 25,000	\$ 761	\$ 24,239	3%	In progress
			25 - Phase 2 Workplan	\$ 98,800	\$ -	\$ 98,800	0%	In progress
				<b>\$ 2,102,277</b>	<b>\$ 1,756,853</b>	<b>\$ 345,424</b>	<b>84%</b>	
<b>CH2M Hill</b>	\$ 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	\$ 52,664	\$ 42,788	55%	In progress
			TO 02/Task 12 - Review Public Comments/Prp Approach	\$ 150,000	\$ 15,825	\$ 134,175	11%	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 *	\$ 146,516	\$ (86,516)	244%	In progress
			TO 04/Task 1 - Sites Project and CA WaterFix Integrated Results Update	\$ 115,502	\$ 114,983	\$ 519	100%	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	\$ 94,440	\$ 43,230	69%	In progress
			TO 04/Task 4 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 286,759	\$ 124,138	\$ 162,620	43%	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
				<b>\$ 5,547,368</b>	<b>\$ 5,060,700</b>	<b>\$ 486,668</b>	<b>91%</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>	\$ 1,091,040	\$ 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	\$ 60,626	\$ 86,548	41%	In progress
			5 - Preparation of the WSIP Application	\$ 62,990	\$ 34,931	\$ 28,059	55%	In progress
			6 - Preparation of the Application Permits	\$ 317,141	\$ 22,253	\$ 294,888	7%	In progress
			7 - Support Authority Board	\$ 63,735	\$ 47,660	\$ 16,075	75%	In progress
				<b>\$ 1,091,040</b>	<b>\$ 665,472</b>	<b>\$ 425,568</b>	<b>61%</b>	
<b>JB Comm</b>	\$ 828,982	\$ 828,982						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 52,600	\$ 33,400	\$ 19,200	63%	In progress
			2 - Message Platform, Rapid Response	\$ 55,525	\$ 37,875	\$ 17,650	68%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 225,992	\$ 202,604	\$ 23,388	90%	In progress
			4 - Media Planning & Outreach	\$ 107,288	\$ 74,763	\$ 32,526	70%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 350,220	\$ 269,003	\$ 81,218	77%	In progress
			Other Direct Costs	\$ 37,357	\$ 31,020	\$ 6,337	83%	In progress
				<b>\$ 828,982</b>	<b>\$ 648,664</b>	<b>\$ 180,318</b>	<b>78%</b>	
<b>Larsen Wurzel &amp; Associates, Inc.</b>	\$ 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	\$ 20,862	\$ 71,938	22%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 5,424	\$ 5,076	52%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 10,374	\$ 9,626	52%	In progress
				<b>\$ 160,000</b>	<b>\$ 69,666</b>	<b>\$ 90,334</b>	<b>44%</b>	

\*Work required to support effort required to develop the CWC appeal package. Working with CH2M Hill on review and rebalancing this effort within current contract budget.