



Topic: **Authority Board Agenda Item 4-2**

2018 June 18

Subject: **Payment of Claims**

Requested Action:

Consider approval of the May 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 June 4, 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 \$498,847.78 with \$55,340.46 of costs being assigned to the Authority and \$443,507.32 assigned to the Reservoir Committee.

Staff Contact:

Joe Trapasso

Attachments:

Attachment 4-2A: May 2018 Payment of Claims

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

Attachment 4-2C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST
Sites Project Authority
June 18, 2018**

Warrant Number	Check Date	Vendor	Invoice Description	Amount Paid
1529	6/13/2018	Adept Solutions	IT & Related Services	1,627.13
1530	6/13/2018	AECOM, Inc.	Engineering Tech	35,860.24
1531	6/13/2018	CH2M	Environmental Project Operations	188,874.06
1532	6/13/2018	David Houston	Financial Advisor	4,295.00
1533	6/13/2018	Fechter & Company CPA	Financial Auditing	19,329.00
1534	6/13/2018	Gerald E Jones	Project Operations	5,375.00
1535	6/13/2018	ICF Jones & Stokes Inc	EPP Manager & Biological Services	63,268.90
1536	6/13/2018	J.C. Watson, Inc	GM Services	34,757.95
1537	6/13/2018	JB Comm, Inc	Outreach/Engage	22,016.88
1538	6/13/2018	Kcoe Isom, LLP	Accounting	3,643.22
1539	6/13/2018	Larsen Wurzel & Associates, Inc	Cost Development Model	3,377.25
1540	6/13/2018	M.R. Cleaning Services	Office Cleaning	200.00
1541	6/13/2018	MBK Eengineers Inc	Eng/Tech Svcs & Project Operations	4,899.50
1542	6/13/2018	Montague DeRose & Associates LLC	Municipal Advisor	45,621.06
1543	6/13/2018	Mt Shasta Spring Water	Office Water	21.95
1544	6/13/2018	Rush Personnel Services, Inc	Kim Davis/Yolanda Tirado Services	8,614.20
1545	6/13/2018	Spesert Consulting	Bus/Comm Manager	17,626.20
1546	6/13/2018	Trapasso Consulting Services	Pgm Ops Manager	28,660.45
1547	6/13/2018	U.S. Bank	Misc Expenses	589.44
1548	6/13/2018	Young Wooldridge LLP	Legal Counsel	10,190.25
Total Amount				498,847.68

THE FOREGOING CLAIM, NUMBERED 1529-1548, 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**

June 10, 2018

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

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	Adept Solutions <i>IT & Related Services</i>	134029	5/18			
		4/30/18				
		134062	4/18			
		5/22/18		\$1,627.13	\$325.43	\$1,301.70
		MSP-134138	5/18			
	6/01/18					
RDT	AECOM Technical Services, Inc. <i>Engineering/Tech</i>	2000059238 5/15/18	4/18	\$35,860.24	-	\$35,860.24
JCW	Capital Project Strategies, LLC <i>Alternative Project Delivery Advisor</i>	No invoice received	-	-	-	-
RDT	CH2M Hill Engineers, Inc. <i>Environmental/Project Operations</i>	381146892	4/18			
		5/25/18		\$136,864.24	-	
		381147697	5/18			
	6/04/18		\$52,009.82		\$188,874.06	
JWS	David Houston <i>Financial Advisor</i>	Email 5/31/18	5/18	\$4,295.00	-	\$4,295.00
KMS	Family Water Alliance <i>Cultural Studies</i>	No invoice received	-	-	-	-
JAT	Fechter & Company <i>Financial auditing</i>	Email 5/31/18	4-5/18	\$19,329.00	\$3,865.80	\$15,463.20

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

Preparer: Trapasso
Checker: Watson
QA/QC:

Phase: 1 Version: 0
Date: 6/10/18
Ref/File #: 10.755
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Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
RDT JCW	Gerald (Jerry) Johns <i>Project Operations</i>	Letter 6/01/18	5/18	\$5,375.00	-	\$5,375.00
JCW	ICF Jones and Stokes, Inc. <i>EPP Manager & Biological Services</i>	0130446 6/04/18	4/18	\$63,268.90	-	\$63,268.90
JCW	JB Comm, Inc. <i>Outreach/Engage</i>	0518 6/04/18	5/18	\$22,016.88	\$15,641.88	\$6,375.00
JRT	JCW Inc <i>GM Services</i>	SPA-034.1 6/05/18	5/18	\$34,757.95	\$29,088.82	\$5,669.13
JAT	K·Coe Isom, LLP <i>Accounting</i>	KC020079 5/31/18	5/18	\$3,643.22	\$728.64	\$2,914.58
JCW	Larsen Wurzel & Associates, Inc. <i>Cost Development Model</i>	1609000-0418 5/10/18	4/18	\$3,377.25	-	\$3,377.25
KMS	Maximum Pest Control <i>Pest Spraying</i>	No invoice received	-	-	-	-
JCW	MBK Engineers <i>Eng/Tech Svcs & Project Operations</i>	18-04-4941.0 5/14/18	4/18	\$4,899.50	-	\$4,899.50
JCW	Montague DeRose & Associates, LLC <i>Municipal Advisor</i>	Letter 5/29/18	4/18	\$45,621.06	-	\$45,621.06
KMS	M.R. Cleaning Service <i>Office Cleaning</i>	069 5/27/18	5/18	\$200.00	\$200.00	-
KMS	MT Shasta Water <i>Office Water</i>	490285 5/25/18	5/18	\$21.95	\$21.95	-
JCW	Perkins Coie, LLP <i>Special Legal</i>	No invoice received	-	-	-	-

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
KMS	RUSH Personal – 10/14 <i>Kim Davis/Yolanda Tirado Services</i>	119,112 5/07/18 119,113 5/07/18 119,537 5/22/18 119,538 5/22/18 119,904 6/05/18 119,905 6/05/18		\$8,614.20	\$1,722.84	\$6,891.36
JCW	Spesert Consulting <i>Bus/Comm Manager</i>	06-18 6/06/18	5/18	\$17,626.20	-	\$17,626.20
JCW	Stradling Yocca Carlson & Rauth <i>Bond Counsel</i>	No invoice received	-	-	-	-
JCW	Trapasso Consulting Services <i>Pgm Ops Manager</i>	SP17-09 6/04/18	5/18	\$28,660.45	-	\$28,660.45
KMS	US Bank – Credit Card <i>Misc. Expenses</i>	Online 6/05/18	5/18	\$589.44	\$131.10	\$458.34
JCW	Young Wooldridge, Law Offices, LLP <i>Legal Counsel</i>	Letter 6/05/18	5/18	\$10,190.35	\$3,614.00	\$6,576.35
TOTAL				\$498,847.78	\$55,340.46	\$443,507.32



***JUNE CONSULTANT BUDGET REPORT
FOR AUTHORITY BOARD AND
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP
6/8/2018**

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
AECOM	\$ 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	\$ 706,202	\$ 277	100%	Complete
			12 - Design and Construct Risk	\$ 18,750	\$ 11,773	\$ 6,977	63%	Pending
			16 - Meeting Minutes	\$ 22,440	\$ 14,923	\$ 7,517	66%	Complete
			17 - Delevan Enlargement	\$ 67,000	\$ 64,238	\$ 2,762	96%	Complete
			18 - Colusa Basin Drain	\$ 27,844	\$ 28,623	\$ (779)	103%	Complete
			19 - Sites PGP / Holthouse	\$ 27,000	\$ 24,413	\$ 2,587	90%	Complete
			21 - Negotiation Support for WSIP Funding	\$ 20,000	\$ 413	\$ 19,587	2%	In progress
			22 - Repayment Analysis	\$ 50,000	\$ 49,997	\$ 3	100%	Complete
			23 - Risk Assessment	\$ 150,000	\$ 149,981	\$ 19	100%	Complete
			24 - Program Ops Support	\$ 25,000	\$ 3,182	\$ 21,818	13%	In progress
			25 - Phase 2 Workplan	\$ 98,800	\$ 78,717	\$ 20,083	80%	In progress
				\$ 2,102,277	\$ 2,022,614	\$ 79,663	96%	
CH2M Hill	\$ 5,606,161	\$ 5,606,161						
			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	\$ 58,463	\$ 36,989	61%	In progress
			TO 02/Task 12 - Review Public Comments/Prp Approach	\$ 130,000	\$ 44,931	\$ 85,069	35%	In progress
			TO 02/Task 13 - Permits & Environmental Compliance	\$ 206,888	\$ 158,452	\$ 48,436	77%	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	\$ 170,000	\$ 176,922	\$ (6,922)	104%	In progress
			TO 03/Task 9 - CWC Appeal Process	\$ -	\$ 760	\$ (760)	0%	In progress
			TO 04/Task 1 - Sites Project and CA WaterFix Integrated Results Update	\$ 117,290	\$ 117,290	\$ (0)	100%	Complete
			TO 04/Task 2A - Historical Hydrographs, and Fisheries Needs and Potential Sites Projects Diversion Criteria	\$ 66,487	\$ 56,487	\$ 10,000	85%	On hold
			TO 04/Task 3A - Identification if Side-channel/Floodplain Areas and Flows for Habitat	\$ 104,440	\$ 94,440	\$ 10,000	90%	On hold
			TO 04/Task 4 - Delta Exporter Participants Needs and Options for Sites Project Deliveries	\$ 306,759	\$ 296,181	\$ 10,578	97%	In progress
			TO 04/Task 5 - Support of EIR Supplemental Information Document	\$ 67,640	\$ 43,041	\$ 24,599	64%	On hold
			TO 04/Task 6 - Technical Engineering Support	\$ 12,796	\$ 2,796	\$ 10,000	22%	In progress
			TO 04/Task 7 - Enviro Ops Plan/Monthly Cashflow Analysis	\$ 58,793	\$ 9,486	\$ 49,307	16%	In progress
				\$ 5,606,161	\$ 5,328,864	\$ 277,297	95%	

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	\$ 95,669	\$ 51,505	65%	In progress
			5 - Preparation of the WSIP Application	\$ 112,990	\$ 116,861	\$ (3,871)	103%	In progress
			6 - Preparation of the Application Permits	\$ 85,364	\$ 39,936	\$ 45,428	47%	In progress
			7 - Support Authority Board	\$ 245,512	\$ 135,550	\$ 109,962	55%	In progress
				\$ 1,091,040	\$ 888,016	\$ 203,024	81%	
JB Comm	\$ 828,982	\$ 828,982						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 52,600	\$ 44,300	\$ 8,300	84%	In progress
			2 - Message Platform, Rapid Response	\$ 55,525	\$ 46,475	\$ 9,050	84%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 225,992	\$ 217,692	\$ 8,300	96%	In progress
			4 - Media Planning & Outreach	\$ 107,288	\$ 90,456	\$ 16,832	84%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 350,220	\$ 301,170	\$ 49,050	86%	In progress
			Other Direct Costs	\$ 37,357	\$ 31,734	\$ 5,623	85%	In progress
				\$ 828,982	\$ 731,827	\$ 97,155	88%	
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	\$ 28,197	\$ 64,603	30%	In progress
			4 - Support Selection of Financial Advisor	\$ 10,500	\$ 8,300	\$ 2,200	79%	In progress
			5 - On-going Support through Phase 1	\$ 20,000	\$ 12,639	\$ 7,361	63%	In progress
				\$ 160,000	\$ 82,142	\$ 77,858	51%	
Montague DeRose & Associates, LLC	\$ 75,000	\$ 75,000						
			Municipal Advisory Services	\$ 75,000	\$ 49,759	\$ 25,241	66%	In progress
				\$ 75,000	\$ 49,759	\$ 25,241	66%	

*Authority staff are currently finalizing consultant contract amendments as a result of the Authority Board and Reservoir Committee's recent approval of Phase 1 Critical Tasks. In general, a May 31, 2018 stop work order was issued for some consultant tasks, other tasks remain the same or increased due to the Phase 1 Critical Tasks, and new tasks being issued for Phase 1 Critical Tasks. The June 2018 Consultant Budget Report reflects consultants budget status prior to the processing of the Phase 1 Critical Tasks amendments. The July report will reflect the consultant contract amendment changes.