



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

**2018 July 16**

Subject: **Payment of Claims**

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**Requested Action:**

Consider approval of the June 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 \$246,973.21 with \$62,096.18 of costs being assigned to the Authority and \$246,973.21 assigned to the Reservoir Committee.

**Staff Contact:**

Joe Trapasso

**Attachments:**

Attachment 4-2A: June 2018 Payment of Claims

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

Attachment 4-2C: Consultant Budget Review by Task

**WARRANTS DRAWN AGAINST**

**Sites Project Authority**

**June 18, 2018**

<b>Warrant Number</b>	<b>Check Date</b>	<b>Vendor</b>	<b>Invoice Description</b>	<b>Amount Paid</b>
1549	07/16/2018	ACWA	Conference Usage	360.00
1550	07/16/2018	Adept Solutions	IT & Related Services	848.38
1551	07/16/2018	AECOM Inc	Engineering Tech	14,822.49
1552	07/16/2018	CH2M	Environmental Project Operations	10,815.72
1553	07/16/2018	Family Water Alliance, Inc.	Cultural Study	9,000.00
1554	07/16/2018	Gerald Johns	Project Operations	2,375.00
1555	07/16/2018	ICF Jones & Stokes Inc.	EPP Manager & Biological Services	42,271.30
1556	07/16/2018	J.C. Watson, Inc.	GM Services	34,130.30
1557	07/16/2018	JB Comm, Inc.	Outreach/Engage	21,351.99
1558	07/16/2018	K·Coe-Isom	Accounting	2,998.63
1559	07/16/2018	Larsen Wurzel & Associates	Cost Development Model	2,804.75
1560	07/16/2018	M.R. Cleaning Services	Office Cleaning	200.00
1561	07/16/2018	Maximum Pest Control	Pest Control	65.00
1562	07/16/2018	Montague DeRose & Associates LLC	Municipal Advisor	25,241.44
1563	07/16/2018	Rush Personnel Services, Inc	Kim Davis/Yolanda Tirado Services	5,240.55
1564	07/16/2018	Spesert Consulting	Bus/Comm Manager	17,023.83
1565	07/16/2018	Stradling Yocca Carlson & Rauth	Bond Council	13,826.00
1566	07/16/2018	Trapasso Consulting Services	Pgm Ops Manager	28,441.27
1567	07/16/2018	U.S. Bank	Misc Expenses	618.04
1568	07/16/2018	US Postal Service	PO Box Service Fee	116.00
1569	07/16/2018	Young Wooldridge LLP	Legal Counsel	14,422.52
<b>Total Amount</b>				<b><u>246,973.21</u></b>

THE FOREGOING CLAIM, NUMBERED 1549-1569, 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**

July 8, 2018

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

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>ACWA</b> <i>Audio/video conference usage</i>	INV006004 6/13/18	5/18	\$360.00	\$360.00	-
KMS	<b>Adept Solutions</b> <i>IT &amp; Related Services</i>	134334 6/13/18 MSP-134313 7/01/18	5/18 6/18	\$848.38	\$169.68	\$678.70
RDT	<b>AECOM Technical Services, Inc.</b> <i>Engineering/Tech</i>	2000079057 7/03/18	5/18	\$14,822.49	-	\$14,822.49
JCW	<b>Capital Project Strategies, LLC</b> <i>Alternative Project Delivery Advisor</i>	None submitted	-	-	-	-
RDT	<b>CH2M Hill Engineers, Inc.</b> <i>Environmental/Project Operations</i>	381150359 6/27/18	5/26/18- 5/31/18	\$10,815.72	-	\$10,815.72
JWS	<b>David Houston</b> <i>Financial Advisor</i>	None submitted	-	-	-	-
KMS	<b>Family Water Alliance</b> <i>Cultural Studies</i>	1516 6/08/18	3/18-5/18	\$9,000.00	\$9,000.00	-
JAT	<b>Fechter &amp; Company</b> <i>Financial auditing</i>	None submitted	-	-	-	-
RDT JCW	<b>Gerald (Jerry) Johns</b> <i>Project Operations</i>	Letter 7/02/18	6/18	\$2,375.00	-	\$2,375.00

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

Preparer: Trapasso  
Checker: Watson  
QA/QC:

Phase: 1 Version: 0  
Date: 7/7/18  
Ref/File #: 10.755  
Page: 1 of 3

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>ICF Jones and Stokes, Inc.</b> <i>EPP Manager &amp; Biological Services</i>	0131152 6/28/18	5/18	\$42,271.30	-	\$42,271.30
JCW	<b>JB Comm, Inc.</b> <i>Outreach/Engage</i>	0618 7/02/18	6/18	\$21,351.99	\$17,601.99	\$3,750.00
JRT	<b>JCW Inc</b> <i>GM Services</i>	SPA-035 7/01/18	6/18	\$34,130.30	\$28,089.15	\$6,041.15
JAT	<b>K-Coe Isom, LLP</b> <i>Accounting</i>	KC022033 6/30/18	6/18	\$2,998.63	\$599.73	\$2,398.90
JCW	<b>Larsen Wurzel &amp; Associates, Inc.</b> <i>Cost Development Model</i>	1609000-0518 6/19/18	5/18	\$2,804.75	-	\$2,804.75
KMS	<b>Maximum Pest Control</b> <i>Pest Spraying</i>	46688 6/27/18	6/18	\$65.00	\$65.00	-
JCW	<b>MBK Engineers</b> <i>Eng/Tech Svcs &amp; Project Operations</i>	None submitted	-	-	-	-
JCW	<b>Montague DeRose &amp; Associates, LLC</b> <i>Municipal Advisor</i>	Letter 6/20/18	5/18	\$25,241.44*	-	\$25,241.44
KMS	<b>M.R. Cleaning Service</b> <i>Office Cleaning</i>	073 6/29/18	6/18	\$200.00	\$200.00	-
KMS	<b>MT Shasta Water</b> <i>Office Water</i>	None submitted	-	-	-	-
JCW	<b>Perkins Coie, LLP</b> <i>Special Legal</i>	None submitted	-	-	-	-
KMS	<b>RUSH Personal – 10/14</b> <i>Kim Davis/Yolanda Tirado Services</i>	120,322 6/19/18 120,323 6/19/18 120,668 7/03/18 120,669 7/03/18	6/18	\$5,240.55	\$1,048.11	\$4,192.44
JCW	<b>Spesert Consulting</b> <i>Bus/Comm Manager</i>	07-18 7/03/18	6/18	\$17,023.83	-	\$17,023.83
JCW	<b>Stradling Yocca Carlson &amp; Rauth</b> <i>Bond Counsel</i>	0535 6/13/18	5/18	\$13,826.00	-	\$13,826.00

Rvw By	Consultant/Vendor	Invoice Number/Date	Invoice Period	Invoice Total	Authority	Reservoir
JCW	<b>Trapasso Consulting Services</b> <i>Pgm Ops Manager</i>	SP17-10 7/01/18	6/18	\$28,441.27	-	\$28,441.27
KMS	<b>US Bank – Credit Card</b> <i>Misc. Expenses</i>	Online review 7/03/18	6/18	\$618.04	-	\$618.04
KMS	<b>U.S. Postal Service</b> <i>P.O Box Service Fee</i>	Letter 7/02/18	For upcoming 12 months	\$116.00	\$116.00	-
JCW	<b>Young Wooldridge, Law Offices, LLP</b> <i>Legal Counsel</i>	Letter 7/05/18	6/18	\$14,422.52	\$4,846.52	\$9,576.00
<b>TOTAL</b>				<b>\$246,973.21</b>	<b>\$62,096.18</b>	<b>\$184,877.03</b>

\*The total amount of the submitted Montague DeRose and Associates (MDA) May services invoice is \$57,128.75. However, only \$25,241.44 is being submitted for payment due to reaching the MDA contract ceiling amount. The contract ceiling will be updated to include Phase 1 Critical Tasks after MDA submits required information and then the remaining invoice amount will be submitted for payment.



**JULY CONSULTANT BUDGET REPORT  
FOR AUTHORITY BOARD AND  
RESERVOIR COMMITTEE FINANCE AND ECONOMICS AD HOC WORKING GROUP  
7/6/2018**

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>	<b>\$ 2,533,454</b>	<b>\$ 2,533,454</b>						
			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	\$ 0	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	\$ 160,000	\$ 413	\$ 159,587	0%	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	\$ 35,000	\$ 3,459	\$ 31,541	10%	In progress
			25 - Phase 2 Workplan	\$ 120,000	\$ 87,512	\$ 32,488	73%	In progress
			26 - Intertie Eng	\$ 50,000	\$ 752	\$ 49,248	2%	In progress
			27 - Eng Support	\$ 15,000	\$ -	\$ 15,000	0%	In progress
			28 - Part Agreements	\$ 60,000	\$ -	\$ 60,000	0%	In progress
			29 - Rebalancing	\$ 149,800	\$ -	\$ 149,800	0%	In progress
				<b>\$ 2,533,454</b>	<b>\$ 2,037,436</b>	<b>\$ 496,018</b>	<b>80%</b>	
<b>CH2M Hill</b>	<b>\$ 6,121,694</b>	<b>\$ 6,121,679</b>						
			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	\$ 626,826	\$ 626,811	\$ 15	100%	Complete
			Phase 1/Task 1 - Participation Agreements & Interim Financing Operations Support	\$ 100,000	\$ 562	\$ 99,438	1%	In Progress
			Phase 1/Task 2 - Regulatory and Permit Agencies Coordination. NMFS/USFWS, CDFW plus other pre-permits	\$ 145,000	\$ 16,480	\$ 128,520	11%	In Progress
			Phase 1/Task 3 - Support CWC Responses/Technical Support	\$ 200,000	\$ 1,139	\$ 198,861	1%	In Progress
			Phase 1/Task 4 - Sites Project and CA WaterFix Integrated Results Update	\$ 50,000	\$ 2,532	\$ 47,468	5%	In Progress
			Phase 1/Task 5 - Support to Sites Project Rebalancing	\$ 120,000	\$ 15,801	\$ 104,199	13%	In Progress
			Phase 1/Task 6 - Operational Principles of Agreement/Sites Project Daily Operations Model	\$ 150,000	\$ 8,486	\$ 141,514	6%	In Progress
			Phase 1/Task 7 - USDA Coordinate EA Preparation/Cultural Resources Report	\$ 17,000	\$ 2,581	\$ 14,419	15%	In Progress
				<b>\$ 6,121,694</b>	<b>\$ 5,387,262</b>	<b>\$ 734,432</b>	<b>88%</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>	\$ 1,371,040	\$ 1,371,040						
			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	\$ 99,103	\$ 48,071	67%	Complete
			5 - Preparation of the WSIP Application	\$ 132,990	\$ 130,522	\$ 2,468	98%	Complete
			6 - Preparation of the Application Permits	\$ 85,364	\$ 40,406	\$ 44,958	47%	Complete
			7 - Support Authority Board	\$ 225,512	\$ 160,087	\$ 65,425	71%	In progress
			8 - Maxwell Water Intertie Project	\$ 100,000	\$ 170	\$ 99,830	0%	In progress
			9 - CWC Negotiations	\$ 85,000	\$ -	\$ 85,000	0%	In progress
			10 - Permitting Agency	\$ 95,000	\$ -	\$ 95,000	0%	In progress
				<b>\$ 1,371,040</b>	<b>\$ 930,288</b>	<b>\$ 440,753</b>	<b>68%</b>	
<b>JB Comm</b>	\$ 936,226	\$ 936,226						
			1 - Situation Assessment / Research, Communication Plan & Metrics	\$ 60,350	\$ 46,756	\$ 13,594	77%	In progress
			2 - Message Platform, Rapid Response	\$ 73,075	\$ 48,413	\$ 24,663	66%	In progress
			3 - Branding (Design, Guidelines, Logo, Website, Materials)	\$ 248,701	\$ 221,644	\$ 27,057	89%	In progress
			4 - Media Planning & Outreach	\$ 113,587	\$ 94,731	\$ 18,856	83%	In progress
			5 - Coalition Development & Stakeholder Coordination	\$ 354,196	\$ 309,620	\$ 44,576	87%	In progress
			6 - ROW Support	\$ 50,000	\$ -	\$ 50,000	0%	In progress
			Other Direct Costs	\$ 36,317	\$ 32,015	\$ 4,302	88%	In progress
				<b>\$ 936,226</b>	<b>\$ 753,179</b>	<b>\$ 183,047</b>	<b>80%</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	\$ 21,960	\$ 1,240	95%	Complete
			3 - Prepare Credit and Reimbursement Study	\$ 92,800	\$ 29,003	\$ 63,797	31%	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
				<b>\$ 160,000</b>	<b>\$ 84,946</b>	<b>\$ 75,054</b>	<b>53%</b>	
<b>Montague DeRose &amp; Associates, LLC</b>	\$ 75,000	\$ 75,000						
			Municipal Advisory Services	\$ 75,000	\$ 106,887	\$ (31,887)	143%	In progress
				<b>\$ 75,000</b>	<b>\$ 106,887</b>	<b>\$ (31,887)</b>	<b>143%</b>	