

July 15, 2019

Delta Conveyance Design and Construction Authority
Board of Directors

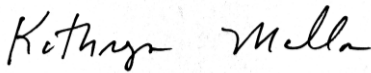
Subject: ***Materials for the July 18, 2019, Regular Board Meeting***

Members of the Board:

The next regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors is scheduled for **Thursday, July 18, 2019 at 2:00 p.m.** at the **Tsakopoulos Library Galleria, 828 I Street, East Room (1st floor), in Sacramento.**

Enclosed are the materials for the Thursday, July 18, 2019, Board meeting in a PDF file, which has been bookmarked for your convenience.

Regards,



Kathryn Mallon
DCA Executive Director

**DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY
BOARD OF DIRECTORS MEETING**

REGULAR MEETING

Thursday, July 18, 2019
2:00 p.m.

SACRAMENTO PUBLIC LIBRARY, TSAKOPOULOS LIBRARY GALLERIA
828 I Street, Sacramento, CA 95814

AGENDA

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested person must request the accommodation at least two working days in advance of the meeting by contacting the Design and Construction Authority support staff at (916) 347-0486 or info@dcdca.org.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Members of the public may address the Authority on matters that are within the Authority's jurisdiction. Speakers are limited to three minutes each. Persons wishing to speak are requested to complete speaker cards.

5. APPROVAL OF MINUTES: June 20, 2019 Regular Board Meeting

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Directors and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a director so requests, in which event the item will be removed from the Consent Calendar and considered separately.

- a. None

7. DISCUSSION ITEMS

- a. Introduction of the new Environmental Manager

- b. Projected monthly expenditures for issued task orders
- c. Discuss the new monthly Board Report template
- d. Consider passing Resolution to approve the letter of credit for the DCA Office Lease

8. STAFF REPORTS AND ANNOUNCEMENTS

- a. Executive Director's Report
- b. General Counsel's Report
- c. Treasurer's Report
- d. Verbal Reports, if any

9. FUTURE AGENDA ITEMS

10. ADJOURNMENT

* * * * *

Next scheduled meeting: August 15, 2019 Regular Board Meeting at 1:30 p.m. (2 p.m. open session) in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814

BOARD OF DIRECTORS MEETING

MINUTES

REGULAR MEETING

Thursday, June 20, 2019

1:30 PM

(Paragraph numbers coincide with agenda item numbers)

1. CALL TO ORDER

The regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors was called to order in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814, at 1:30 p.m.

2. ROLL CALL

Board members in attendance were Tony Estremera, Richard Atwater, Steve Blois, and Sarah Palmer constituting a quorum of the Board.

Staff members in attendance were Kathryn Mallon, Joshua Nelson, and June Skillman.

3. CLOSED SESSION

4. PLEDGE OF ALLEGIANCE

President Estremera convened the open session at approximately 2:00 p.m. and led all present in reciting the Pledge of Allegiance.

5. REPORT OUT OF CLOSED SESSION

a. Conference with Real Property Negotiator pursuant to Gov't Code section 54956.8:

Property: 980 9th Street, Sacramento, Ca

Agency Negotiator: K. Mallon

Negotiating Party: GV/HI Park Tower Owner, LLC

Under Negotiation: Lease Price and Terms

Mr. Nelson reported that there were no reportable actions taken in Closed Session.

6. PUBLIC COMMENT

President Estremera opened Public Comment, limiting speaking time to three minutes each.

Ms. Deirdre Des Jardins, California Water Research, reviewed the Board's procurement policy and requested that the Board provide the procurement policy to the Department of General Services for

review and to make sure that the policy is in conformance with the State Contract Act and Government Code 4525.

Ms. Osha Meserve, Local Agencies of the North Delta, raised concern that investigative well drilling, under the Supreme Court order, has been performed on 10 parcels in Sacramento County by DWR. Ms. Meserve claimed that the necessary county drilling permits have not been obtained and the proper site clearance wasn't conducted for endangered species by DWR.

President Estremera closed Public Comment.

7. APPROVAL OF MINUTES: April 18, 2019 Regular Board Meeting and May 16, 2019 Regular Board Meeting

Recommendation: April 18, 2019 Regular Board Meeting and May 16, 2019 Regular Board Meeting

Move to Approve Minutes from April 18: Blois

Second: Atwater

Yeas: Atwater, Blois, Estremera

Nays: None

Abstains: Palmer

Recusals: None

Absent: None

Summary: 3 Yeas; 0 Nays; 1 Abstains; 0 Absent. (Motion passed as MO 19-06-01).

Move to Approve Minutes from May 16, 2019: Palmer

Second: Atwater

Yeas: Atwater, Blois, Estremera, Palmer

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 19-06-02).

8. CONSENT CALENDAR

There were no items on this month's consent calendar.

9. DISCUSSION ITEMS:

a. Consider Passing Resolution to Authorize the President to Execute an Amendment to the Joint Exercise of Powers Agreement (JEPA) for Planning and Environmental Services in Support of the Environmental Analysis for a Potential Delta Conveyance Project, and to Determine such Actions are Exempt from the California Environmental Quality Act

Recommendation: Adopt Resolution to Authorize the President to Execute an Amendment to the Joint Exercise of Powers and to Adopt CEQA Determination for Such Actions.

Joshua Nelson, General Counsel, presented a summary of the staff report continued from May 18, 2019 Board Meeting. On May 2, 2019, DWR withdrew its approval of the California WaterFix project and rescinded its notice of determination under CEQA. DWR further indicated its intent to develop a Notice of Preparation (NOP) under CEQA. The NOP will consider proposals to address climate change resiliency and protect the State Water Project Delta conveyance from earthquake risk, in consideration of a one-tunnel conveyance facility consistent with Executive Order N-10-19. The May 2, 2019 letter further identified conceptual engineering, design, and other work that the DCA is uniquely situated to provide as DWR moves through the CEQA process. The amendment will allow the DCA to provide the planning and environmental services to DWR and further deletes or suspends some inapplicable provisions of the JEPA during the environmental planning phase. During the May Board meeting, there was some confusion about the scope of the amendment and the roles of the different entities during the environmental planning phase. DWR is and will remain the lead agency for CEQA.

Mr. Don Nottoli, Sacramento County Supervisor and Delta Counties Coalition, asked the Board to consider the budget authorization that goes with this approval. Additionally, Mr. Nottoli asked that alternatives are considered, and that local process and ordinances are adhered to for any field work of those alternatives and that property owners are given adequate notice. Mr. Nottoli expressed appreciation for past stakeholder outreach but emphasized the importance of future stakeholder and property owner outreach, notice, and opportunity to participate in the decision-making process.

Ms. Mallon responded that there have been recent meetings with the County supervisors, subsequent to the May Board meeting, that have allowed the entities to discuss and collaborate. Ms. Mallon emphasized that adequate funding to evaluate all alternatives that are identified and that issues are addressed as they arise.

Ms. Osha Meserve, Local Agencies of the North Delta, concerned that the definition of the conveyance part of the project hasn't expanded to look at other alternatives that are consistent with the Governor's water resiliency portfolio initiative. Ms. Meserve doesn't think it is appropriate for the scope of work to be so limited and the proposed budget items for 2019-2020 to support the single-tunnel option moving forward, before other alternatives have had further evaluation.

Ms. Deirdre Des Jardins, California Water Research, expressed concern that the amendment has not been reviewed by the Department of General Services, Office of Legal Services, and that any project under the Central Valley Project act should be designed by DWR, if not approved by DWR in the 30%, 70%, and 100% design phases. Another item that Ms. Des Jardin expressed concern about was the standard clause that requires that all laws are compiled with, including local laws. Ms. Des Jardin requested that the amendment be provided to the Department of General Services for review.

Mr. Dan Whaley, Delta Resident, expressed disappointment at the amount of taxpayer moneys that have been spent irresponsibly with moving forward on a single-tunnel project when all alternatives have not been evaluated. Mr. Whaley emphasized the need to take a new look at this project and really take the time to find out what the communities' issues and concerns are, otherwise, he fears that this project will be litigated for many years.

Mr. Nelson clarified that if the Board approved the amendment, then it would be circulated to DWR for approval, and then to Department of General Services. This is the same process that occurred for

the JEPA itself. Ms. Palmer clarified that DWR will be going through the CEQA process for the project and any alternatives.

Move to Approve Resolution to Authorize the President to Execute an Amendment to the Joint Exercise of Powers and to Adopt CEQA Determination for Such Actions.

as noted: Atwater
Second: Palmer
Yeas: Estremera, Atwater, Blois, and Palmer
Nays: None
Abstains: None
Recusals: None
Absent: None
Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion Passed as Resolution 19-06)

b. Consider Passing a Resolution to revise the Scope of Services for Jacobs Engineering Group, Inc., and authorize the Executive Director to negotiate and execute an Amendment to Consultant Services Agreement to Provide Engineering Design Management Services.

Recommendation: Consider Passing Resolution to revise the Scope of Services for Jacobs Engineering Group, Inc., and authorize the Executive Director to negotiate and execute an Amendment to Consultant Services Agreement to Provide Engineering Design Management Services (Amendment).

Ms. Mallon described this Amendment as it will allow Jacobs to provide services to assist DCA as it provides environmental, planning, and similar services to DWR in accordance with Amendment No. 1 to the Joint Exercise of Powers Agreement. At its November 15, 2018 meeting, the Board authorized the negotiation and execution of an agreement with Jacobs for engineering design management services for the California WaterFix. In January 2019, Task Order No. 1 amendment 1 was approved for start-up services. In March 2019, Task Order No. 1 was placed on hold and a task was added to assess impacts of a single tunnel project. Now, Task Order No. 1 amendment 2 reconciles all services for Jacobs for Fiscal Year 2018-19 and Task Order No. 2 provides funding for planned services in Fiscal Year 2019/20. Planned scope of services for Fiscal 2019/20 will include:

- Program Management Support
- Engineering, including developing Alternatives Analysis and Concept Engineering Reports
- Field Work Coordination and Management
- Stakeholder Engagement Support

The expected budget for these services is \$38,615,760. Approval of the Amendment is exempt from CEQA consistent with anticipated Board action approving Amendment No. 1 to the JEPA.

Ms. Deidre Des Jardin, California Water Research, pointed out that the JEPA states that the DCA is to direct the design of the project, not DWR, and that this is reflected in the contract terms with Jacobs. Ms. Des Jardin does not feel it is appropriate to add environmental planning services for DWR onto the same contract that is directing engineering work due to the conflict.

Mr. Mark Wilson, Ellinston Vineyards – Clarksburg, CA, observed that it appears the project is in the same location but reduced to the single-tunnel. Mr. Wilson asked if the exploratory drilling that was

occurring in Sacramento County was being performed under one of the DCA's contracts or under DWR's.

Ms. Mallon responded that the drilling is occurring under DWR's contracts and isn't under the DCA's authority. Ms. Mallon clarified that the process will identify alternatives and that they are currently starting to evaluate possibilities within the ship canal. Further, there will be a large stakeholder engagement element for evaluation of alternatives within the EIR/EIS process. Ms. Palmer further emphasized that the Board is still digesting and responding to the executive orders and letters that occurred in May and ensured that the process is still in play for evaluation of alternatives.

Move to Adopt Resolution to revise the Scope of Services for Jacobs Engineering Group, Inc., and authorize the Executive Director to negotiate and execute an Amendment to Consultant Services Agreement to Provide Engineering Design Management Services

as noted: Atwater
 Second: Palmer
 Yeas: Estremera, Atwater, Blois, and Palmer
 Nays: None
 Abstains: None
 Recusals: None
 Absent: None
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion Passed as Resolution 19-07)

c. Consider Approving Budget Amendment 2 for FY 2018/19

Recommendation: Adopt Amendment 2 for FY 2018/19 Budget by Minute Order.

Ms. Mallon provided some background of the adopted Fiscal Year 2018/19 budget of \$133.57 M and was later amended to \$61.88 M in Amendment 1. Amendment 2 was an additional \$14.24 M, noting that no funding was allocated for construction or land acquisition services. Ms. Palmer further clarified that there is no funding in the budget for land acquisition this fiscal year. Ms. Mallon responded that there will be no land acquisition funding budgeted until there is a project selection made.

Move to Adopt the budget true-up Amendment 2 for Fiscal Year 2018/19.

as noted: Blois
 Second: Palmer
 Yeas: Estremera, Atwater, Blois, and Palmer
 Nays: None
 Abstains: None
 Recusals: None
 Absent: None
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 19-06-03).

d. Consider Adopting the Fiscal Year 2019/20 Proposed Budget

Recommendation: Adopt the Budget Revision for FY 2019/20 by Minute Order.

Ms. Mallon discussed the key activities for Fiscal Year 2019/20 and emphasized that the focus will be on establishing the governance of the DCA and setting up proper procedures, policies, and reporting. Further, the DCA will perform more detailed engineering of the alternatives and impacts in support of the EIR/EIS, prepare conceptual engineering reports, and stakeholder engagement process. Planned expenditures for FY 2019/20 are estimated at \$97.8 million, including \$16.8 million of contingency, and include seven major categories:

- 1) Program Management
- 2) Project Controls
- 3) Engineering
- 4) Field Work
- 5) Property Access and Acquisition
- 6) Stakeholder Engagement
- 7) Office Administration

No contingency will be spent without coming to the Board for approval. Ms. Mallon emphasized that more geotechnical field work would be beneficial to better understanding the possible alternatives. Ms. Mallon further clarified that no property will be acquired this year, but funding allocated to this line item is for acquire temporary access permits to perform any field work necessary. Ms. Mallon pointed out that the significant budget for the Office Administration is due to the moving of the current office in to a permanent office which will assist with collaboration with DWR and EIR/EIS as they will all be one place.

Ms. Osha Meserve, Local Agencies of the North Delta, stated that she feels that it is too late to seriously consider alternatives during CEQA and it feels like an empty promise. Ms. Meserve recommends that a commitment from the DCA to look at some of the previously proposed local alternatives and to allocate funding towards those alternatives would be better received.

Ms. Deidre Des Jardin, California Water Research, expressed concern that 3-D hydrodynamic modeling, with sea-level rise and north-Delta levee failures, needs to be performed before an alternative is selected. This modeling has never been performed and the results are needed to accurately inform a decision of an intake location a Courtland or Hood. Additionally, hydraulic design and validation of the 1,000 ft intake needs to be performed to ensure that the intake will work with the tidal influence.

Mr. Mark Wilson, Ellinston Vineyards – Clarksburg, CA, expressed concern that the stakeholder engagement process will engage the stakeholders after substantial design has already been conducted for the alternatives. Mr. Wilson emphasized the need to subsidize stakeholders and professionals to participate in the process from the very begin.

Mr. Blois stated his support for the agenda item but requested that timing of the expenditures be provided at a future Board meeting.

Move to Adopt the Budget for FY 2019/20.

as noted:	Blois
Second:	Palmer
Yeas:	Estremera, Atwater, Blois, and Palmer
Nays:	None
Abstains:	None

Recusals: None
 Absent: None
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 19-06-04).

e. Consider Passing Resolution to Authorize the Executive Director to Negotiate and Execute a Lease for office space at 980 9th Street in Sacramento, CA.

Recommendation: Adopt a Resolution to authorize the Executive Director to negotiate and execute an eighty-nine-month office lease with two five-year options for the 980 9th Street office space.

Ms. Mallon described the office space as being 26,000 sq. ft and ultimately able to house 150 co-located employees of the DCA, DCO, and DWR at 980 9th Street. Ms. Mallon and staff have been working on negotiating lease terms and now is seeking approval from the Board.

Move to adopt a Resolution to authorize the Executive Director to negotiate and execute an eighty-nine-month office lease with two five-year options for the 980 9th Street office space.

as noted: Atwater
 Second: Palmer
 Yeas: Estremera, Atwater, Blois, and Palmer
 Nays: None
 Abstains: None
 Recusals: None
 Absent: None
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion Passed as Resolution 19-08)

f. Consider Approving Amendments to the Bylaws Related to Meeting Timing and Staffing.

Recommendation: Adopt a Resolution approving amendments to the Bylaws related to meeting timing and staffing.

Mr. Nelson reported that this agenda item is to clean up some changes in the bylaws that state the Board meeting time of 1:30 PM instead of 2 PM and to request that the Bylaws include maximum flexibility to the DCA on staffing terms and conditions.

Mr. Atwater asked that any decisions to make employees DCA employees would be approved by the Board because consideration of CalPERS and other employee benefits would need to be given. Mr. Nelson further clarified that this amendment is to clean up the Bylaws, so that the Board has maximum flexibility in how they might decide to staff the DCA in the future.

Move to Approve amendments to the Bylaws related to meeting timing and staffing.

as noted: Atwater
 Second: Palmer
 Yeas: Estremera, Atwater, Blois, and Palmer
 Nays: None
 Abstains: None
 Recusals: None
 Absent: None
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion Passed as Resolution 19-09)

10. STAFF REPORTS AND ANNOUNCEMENTS:

a. Executive Director's Report

A written report was provided in the Board package. Ms. Mallon gave a brief highlight of the close collaboration that has been occurring with Secretary Crowfoot, Director Nemeth and the DCO, after the Governor's pivot to the single tunnel Delta Conveyance Project. Ms. Mallon also provided an update on Parson's final task order for project management support services and budget information as well as collaboration of additional engineering staff. The team has combed through the historical record of conceptual engineering reports and have identified significant gaps that will need to be filled. Additionally, information has started to be collected on using the ship canal as an alternative. Ms. Mallon also pointed out that a considerable amount of time was spent on preparing the budgets for approval this month.

b. General Counsel's Report

A written report was provided in the Board package. Mr. Nelson gave a brief update of the environmental committee discussed at the May meeting, a strawman framework is in development and will likely be brought to the Board in July or August for discussion. Mr. Nelson has also been assisting Ms. Mallon in IT procurements and establishing policy and procedures.

c. Treasurer's Report

A written report was provided in the Board package. Ms. Skillman highlighted that as of May 31, 2019 the DCA has a cash balance of \$803,475 and as of June 13, 2019 the DCA received reimbursement of \$601,367 from the DCO. There were no additional questions or comments.

d. Verbal Reports

No verbal reports were provided.

11. FUTURE AGENDA ITEMS:

Mr. Blois requested an agenda item for next month's agenda for the Executive Director to provide a report on how the projected monthly expenditures for task orders issued under approved contracts compare to available funds from DWR and State Water Contractors.

12. ADJOURNMENT:

President Estremera adjourned the meeting at 2:58 p.m., in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento.

Board Memo

Contact: Kathryn Mallon, Executive Director

Date: July 18, 2019 Board Meeting

Item No. 7b

Subject:

Projected monthly expenditures for issued task orders

Executive Summary:

At the June DCA Board Meeting, Director Blois requested an agenda item for next month's agenda for the Executive Director to provide a report on how the projected monthly expenditures for task orders issued under approved contracts compare to available funds from DWR and State Water Contractors.

Detailed Report:

The report outlines anticipated expenses for the 2019/2020 fiscal year. Expenditures for May and June of 2018/19 are reflected in July because of the delay in submitting invoices for reimbursement to the DCO. July and August of FY 2020/2021 is included to reflect the 45-day lag from when the invoice gets submitted to receiving payment from DWR/DCO.

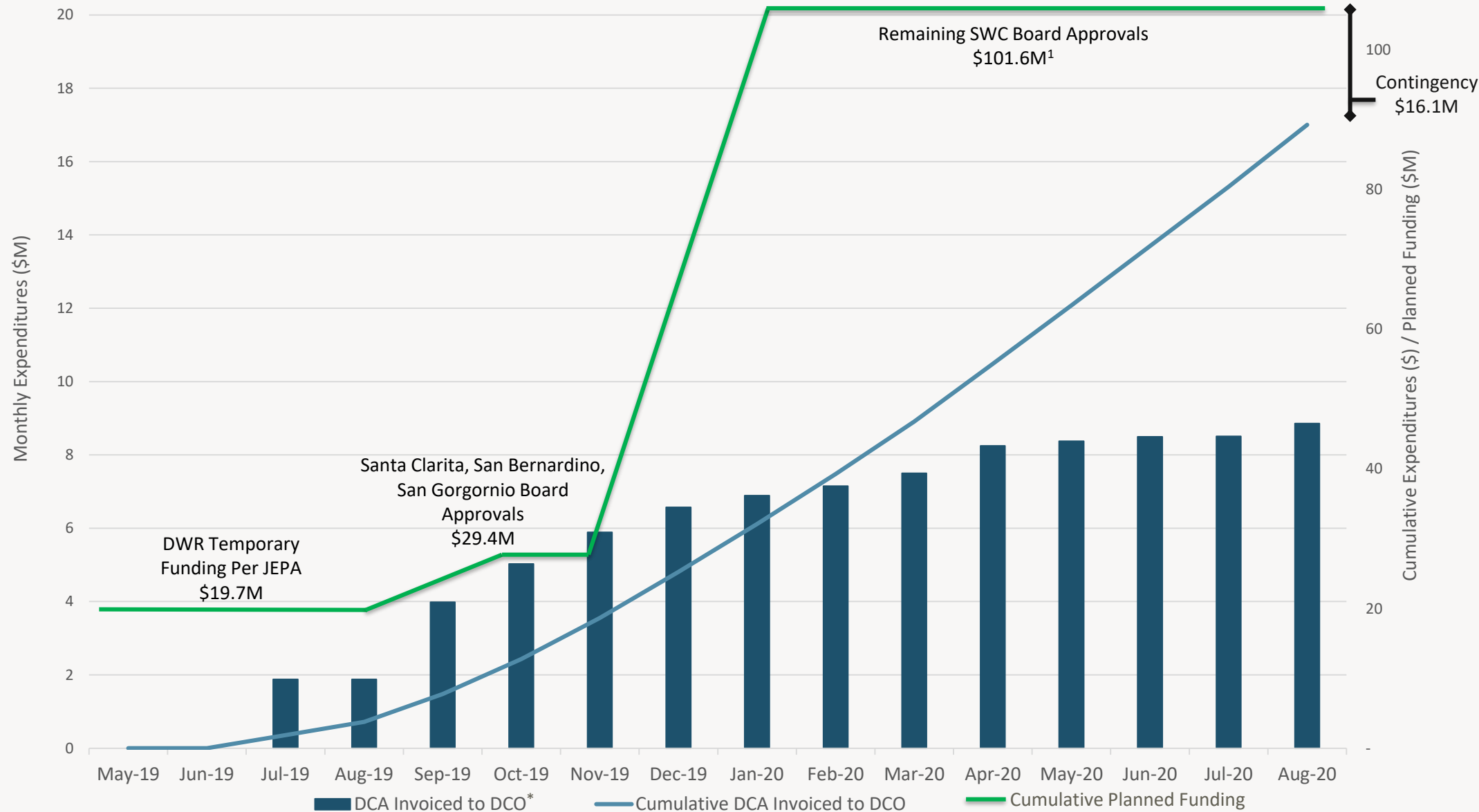
Recommended Action:

Information only.

Attachments:

Attachment 1 – DCA 2019-2020 Planned Cash Flow Graph

FORECASTED CASH FLOW AND FUNDING



*45 Day Lag from Invoice to Payment

¹ Anticipate remaining SWC participants to seek and receive funding approval from respective Boards between November 2019 and February 2020



7.17.2019

Monthly Board Report

start here



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This document is fully interactive; use menus to navigate on-screen.

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SCHEDULE

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RISK
MANAGEMENT



Section 1 | Executive Summary

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Monthly Budget Summary (FY 2019/2020)

Category	Current Budget	Current Contingency	Current Commitments	Spent to Date	EAC	Variance
Program Management	\$000,000,000					
Program Controls						
Engineering						
Field Work						
Power, Roads, Utilities						
Stakeholder Engagement						
Property Access & Acquisition						
Office Administration						

Key Milestones

Milestones	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Milestone Text												
Text	◇	◆										
Text	◇	◆										
			◇	◆								
			◇	◆								
					◇	◆						
					◇	◆						
							◇	◆				

◇ Plan ◆ Actual / Forecast

Section 2 | Engineering & Field Work

General Work

Completed	Ongoing	Upcoming / 3-month look ahead
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Field Work

Completed	Ongoing	Upcoming / 3-month look ahead
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[more >](#)

Section 2 | Engineering & Field Work

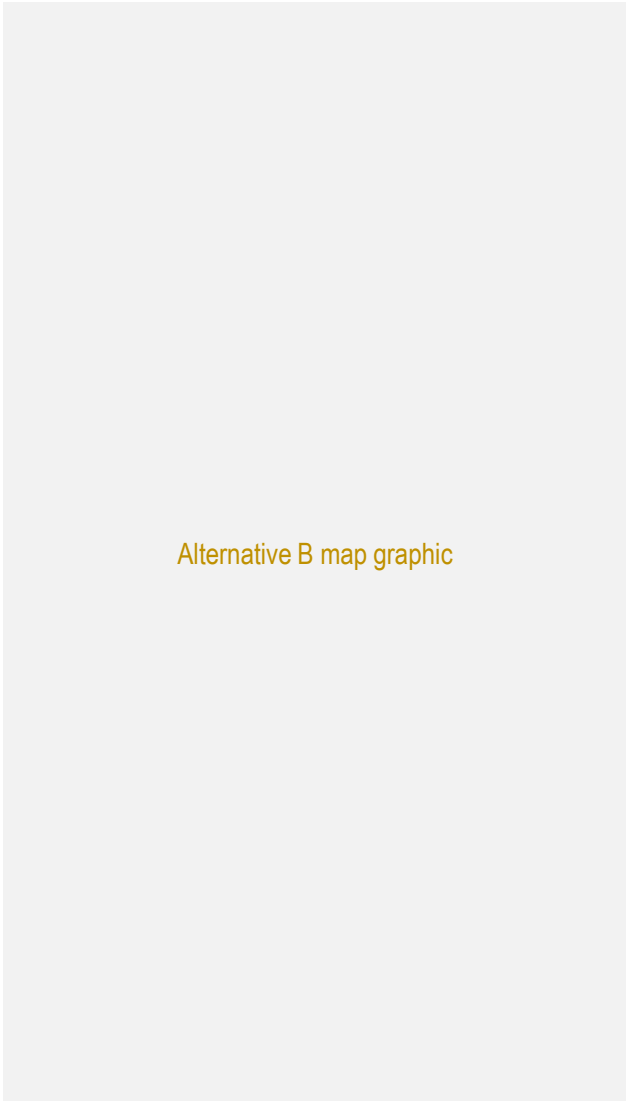
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Alternative A map graphic

Alternative A		
Completed	Ongoing	Upcoming / 3-month look ahead
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Section 2 | Engineering & Field Work

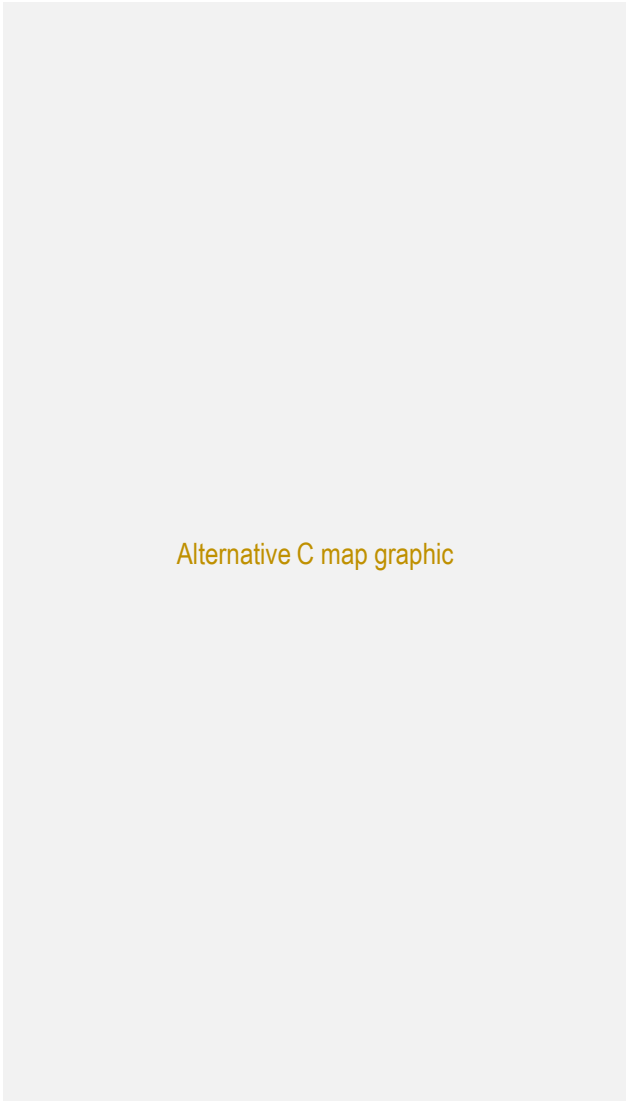
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Alternative B		
Completed	Ongoing	Upcoming / 3-month look ahead
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Section 2 | Engineering & Field Work

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Alternative C		
Completed	Ongoing	Upcoming / 3-month look ahead
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Section 3 | Stakeholder Engagement

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Upcoming Engagements	
Date	Organization
Aug 2	Organization Name / Contact or
Aug 3	
Aug 4	
Aug 5	

Engagement Summary			
Date	Organization	Activity (call, meeting, workshop, etc.) & Purpose	Organization Attendees
June 0	Organization Name	Description	• Names
	Comments		DCA Representatives
	Observations		• Names
Date	Organization	Activity (call, meeting, workshop, etc.) & Purpose	Organization Attendees
June 0	Organization Name	Description	• Names
	Comments		DCA Representatives
	Observations		• Names
Date	Organization	Activity (call, meeting, workshop, etc.) & Purpose	Organization Attendees
June 0	Organization Name	Description	• Names
	Comments		DCA Representatives
	Observations		• Names
Date	Organization	Activity (call, meeting, workshop, etc.) & Purpose	Organization Attendees
June 0	Organization Name	Description	• Names
	Comments		DCA Representatives
	Observations		• Names
Date	Organization	Activity (call, meeting, workshop, etc.) & Purpose	Organization Attendees
June 0	Organization Name	Description	• Names
	Comments		DCA Representatives
	Observations		• Names

Section 4 | Program Management & Controls

Program Management

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Key Accomplishments

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Program Controls

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Key Accomplishments

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Administration

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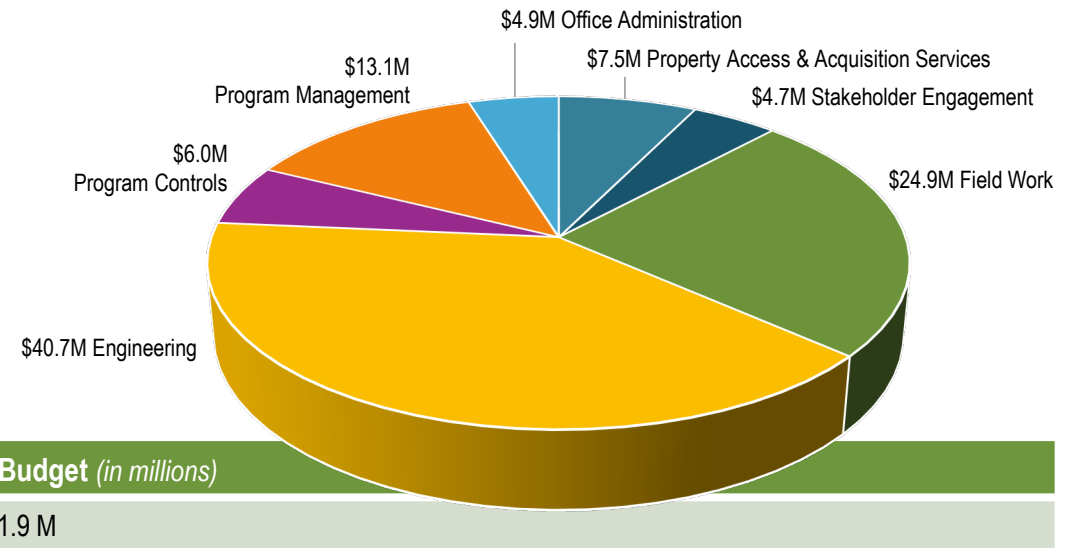
Key Accomplishments

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Section 5 | Budget

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[more >](#)

Summary Budget Table

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Summary Budget Table

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continued

7.17.2019 DCA MONTHLY BOARD REPORT | 14

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PPT okay, even good to format tables, but doesn't keep or update 'live' data – that needs to come from excel or other

Section 6 | Contracts *continued*

Commitment Change

Category		Original Commitment	Commitment Change	% Change	Justification	Status (Pending, Approved, Rejected)
Contract / Task Order	Item					

Contract Procurement

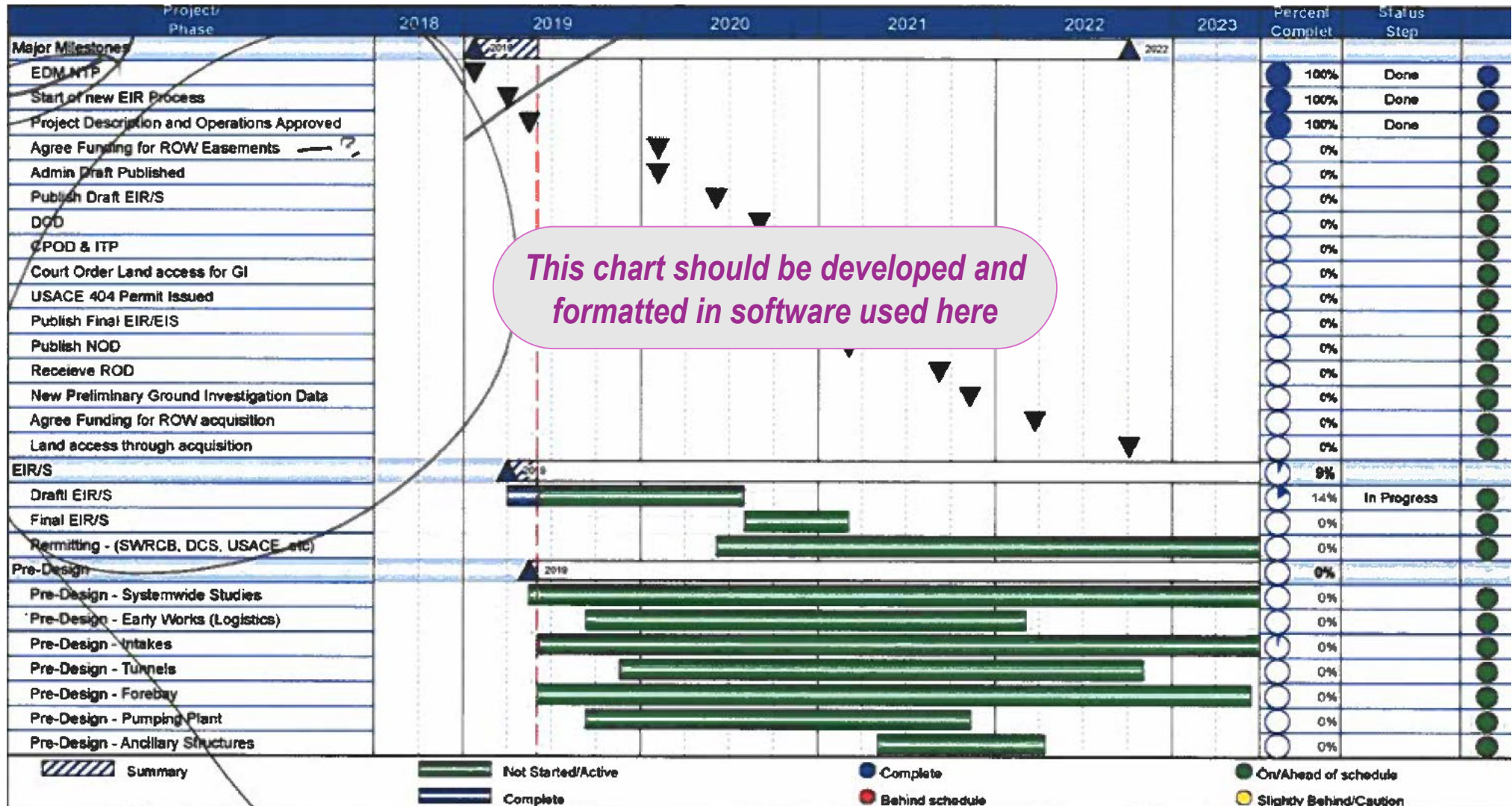
Contract / Task Order	Contract Type	Description	Budget	Procurement Method	Status	Notes

Section 7 | Schedule

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Section 7 | Schedule

continued

Schedule Movement					
#	Line Item	Item	Movement in Month (Days)	Cause of Movement	Corrective Action

Section 8 | Risk Management

Narrative

Risk Trend

Subtitle

label

Critical Risks

#	Category	Description	Mitigation Strategy

Board Memo

Contacts: Kathryn Mallon, Executive Director

Date: July 18, 2019 Board Meeting

Item No. 7d

Subject:

Consider Passing Resolution to Approve the Letter of Credit for the DCA Office Lease

Executive Summary:

The Delta Conveyance Design and Construction Authority (DCA) approved execution of a lease for office space at 980 9th Street at its June 20, 2019 meeting. DCA staff has finalized the form of the lease with the landlord. In doing so, the DCA and landlord have agreed to include a letter of credit to secure the DCA's obligations under the lease. This letter of credit must be authorized by the DCA Board.

Detailed Report:

At its June 20, 2019 meeting, the DCA approved executing a lease for office space at 980 9th Street. As a reminder, the lease has a basic term of eighty-nine months with five months free rent and two five-year options to renew for an initial rate of \$3.40 per square foot monthly at a total estimated cost of \$9,990,349, which includes estimated annual operating expense increases over the initial lease term. Based on the Board's approval, the DCA staff and landlord have worked to finalize the lease terms. This has been substantially completed and staff hopes to have a signed lease by the Board meeting.

One remaining issue that requires resolution is protecting the DCA's security deposit in the event of a foreclosure by the landlord. Without certain protections, a landlord could seize the security deposit in the event of a loan default by the landlord even if the DCA had fully performed the lease, and a lender would have no liability for the security deposit upon foreclosing on the property. A letter of credit avoids this result. This letter is issued by a bank and may be drawn on as necessary by the landlord if the DCA defaults on the lease.

DCA staff have arranged for a letter of credit to be issued by Bank of America. The bank requires that the letter of credit and supporting documents be authorized by a Board resolution.

Recommended Action:

Staff recommends the DCA Board adopt a Resolution to Approve the Letter of Credit for the DCA Office Lease.

Attachments:

Attachment 1 – Draft Resolution 19-XX

**BOARD OF DIRECTORS OF THE DELTA CONVEYANCE
DESIGN AND CONSTRUCTION AUTHORITY
RESOLUTION NO. 19-XX**

Introduced by Director xxxx

Seconded by Director xxxx

APPROVE THE LETTER OF CREDIT FOR THE DCA OFFICE LEASE

Whereas, the DCA is in the process of executing a lease for office space at 980 9th Street in Sacramento (Lease); and

Whereas, the Lease between the DCA and GV/HI Park Tower Owner, LLC requires the DCA to obtain a letter of credit to secure the DCA's obligations under the Lease; and

Whereas, the DCA wishes to utilize a letter of credit issued by Bank of America (Bank) to do so;

Now, therefore, be it resolved by the DCA Board as follows:

1. The Executive Director is authorized to execute and approve a letter of credit with the Bank in an amount of \$847,072.72 to secure the DCA's obligations under the Lease. This section constitutes evidence of authority for the letter of credit.
2. The Executive Director is further authorized to execute an incumbency certificate in a form approved by the interim General Counsel and any other documents necessary or advisable to finalize the letter of credit
3. This Resolution shall take effect upon its adoption.

This Resolution was passed and adopted this 18th day of July 2019, by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Tony Estremera, Board President

Attest:

Sarah Palmer, Board Secretary

Executive Director's Report

Contact: Kathryn Mallon, Executive Director

Agenda Date: July 18, 2019

Item No. 8a

Subject: Executive Director's Report

Summary:

The DCA continues to ramp up our engineering, program management and stakeholder engagement teams in preparation for the upcoming DWR Environmental Planning work. We are focused on preparing our Execution and Management Plans that clearly define our scope of services and how we plan to work together with DWR and DCO to meet our mutual goals.

We also continue to attend informal sessions with various key stakeholders in the Delta to better understand their issues and find ways to address them in our upcoming work plans.

Detailed Report:

DCA – DCO Collaboration

The DCA and DCO teams continue to collaborate through weekly coordination meetings.

Program Management

The team has identified 147 workplans, tools, and policies and procedures to be developed during our 90-day Program Launch. At the 30-day mark, we have completed five (5), 49 are in progress, and 93 have not been started.

Engineering

Execution plans are being finalized for submission to the DCO for review and approval as required under the JEPA. The planned technical work for the current fiscal year is being summarized in four plans representing the Engineering Work, Geotechnical Work, Surveying Work and Environmental Liaison Work.

The team continues to advance general feasibility studies on a range of alternatives and tunnel corridors in preparation for the upcoming environmental planning work.

The geotechnical team is ramping up to begin field investigations of underground conditions in each of the anticipated tunnel corridors that will evolve from the environmental scoping process.

Stakeholder Engagement

The DCA has been working closely with DWR to finalize engagement plans.

The engineering team has begun putting together introductory presentations in preparation for upcoming meetings.

The RFQ for graphics and website development was issued on July 12, 2019. We expect to have a firm on board in two (2) months.

Project Controls

The controls team has been working on drafting Policies and Procedures around management of budgets, costs, changes, schedules and documents.

The DCA continued to audit payments and submit invoices to the DCO for reimbursement.

The project controls team is preparing final baseline budgets and schedules for future performance monitoring and reporting.

Office Administration

The DCA completed final negotiations on the lease for the new office space located at 980 9th Street and are in the process of securing a letter of credit to insure our deposit with GV/HI Park Tower Owner, LLC. We anticipate the letter of credit will be resolved in the next week to finalize signatures on the agreement. The move-in date has been delayed two-months due to this last item requiring resolution to protect the DCA's security deposit in the event of a foreclosure by the landlord, new target date is January 1, 2020.

We have completed our architectural plans and are now developing contract documents for bidding the shell and core work, services and fixed furnishings.

We anticipate bidding the furniture package in July 2019 and finalizing the furniture selections in September 2019.

We are working collaboratively with MWD HR staff to help develop job classifications, solicit benefits plans, and develop policies and procedures for the eventual hiring of staff within the DCA.

Recommended Action:

Information only.

General Counsel's Report

Contact: Josh Nelson, Interim General Counsel

Agenda Date: July 18, 2019

Item No. 8b

Subject: General Counsel's Report

Summary:

The General Counsel continues to assist the DCA on legal matters as necessary. This month's assistance included (1) finalizing the DCA office lease, (2) beginning to develop a draft environmental committee framework and (3) assisting with information technology and communications procurements.

Detailed Report:

The General Counsel and staff have begun developing the draft environmental committee framework for Board input and consideration. This has included receiving input from stakeholders. The General Counsel and staff have worked to execute the DCA office lease. Consistent with the Board's approval in June, we have been finalizing the legal terms with the landlord.

The General Counsel continues to assist staff with information technology procurements and has begun assisting with a communications procurement. We have also met with staff and Parsons regarding the necessary legal review of policies and procedures under development. Lastly, the General Counsel continues to assist staff with legal questions on other matters as they arise.

Recommended Action:

Information only.

Treasurer's Report

Contact: June Skillman, Treasurer

Date: July 18, 2019

Item No. 8c

Subject: Treasurer's Monthly Report, June 2019

Summary:

During June 2019, receipts totaled \$678,685 representing contributions from the Department of Water Resources, Delta Conveyance Office (DCO) for payment of DCA obligations. Total disbursements for the month were \$686,573. The DCA cash balance at June 30, 2019 was \$795,587.

As of June 30, 2019, the DCA had \$59,339 in prepaid expenses, which included payments for insurance and meeting expenses. Receivables for the same period totaled \$2,084,242 consisting of three invoices to the DCO, of which \$1,551,180 was received on July 9, 2019. As of June 30, 2019, total accounts payable were \$2,361,809 and total net position was \$577,359.

Attachment 1 consists of financial statements for the month ended June 2019 and year-to-date as of June 2019, a schedule of Invoices Paid for fiscal year 2019, and Aging Schedules for Accounts Payable and Accounts Receivable as of June 30, 2019.

For the fiscal year ended June 30, 2019, Cash Receipts totaled \$4,379,214; Cash Disbursements totaled \$4,380,065. Total contributions were \$9,694,064, of which \$6,455,815 was for costs invoiced through the DCO, and \$3,238,249 was from the California Department of Water Resources (DWR) for expenses incurred by DWR in support of the DCA. Total expenses were \$9,901,123, which included \$3,238,249 of costs incurred by DWR on behalf of the DCA through April 2019 and office lease expenses for fiscal year 2019.

Attachment 2 consists of Budget and Revised Budget ("Forecast") versus Actuals by Program, Organization, and Activity through June 2019.

Detailed Report:

See attached statements.

Recommended Action:

Information only.

Attachments:

Attachment 1 – June 2019 DCA Financial Statements

Attachment 2 – June 2019 Budget and Revised Budget versus Actuals

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Statements of Net Position

As of June 30, 2019

(Preliminary)

Assets:

Cash	\$	795,587
Accounts receivable		2,084,242
Prepaid expenses		59,339
Total assets	\$	<u>2,939,168</u>

Liabilities:

Accounts payable	\$	2,361,809
Total liabilities		2,361,809

Net position

		<u>577,359</u>
Total liabilities and net position	\$	<u>2,939,168</u>

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Statement of Cash Receipts and Disbursements

	Month Ended Jun '19	Year to Date Jul '18 - Jun '19
Receipts:		
Contributions	\$ 678,685	\$ 4,371,573
Interest receipts	—	7,641
Total receipts	<u>678,685</u>	<u>4,379,214</u>
Disbursements:		
Program management		
Executive director	47,250	778,384
External affairs	—	66,809
Treasury and accounting	—	63,973 ⁽¹⁾
Information technology	21,815	538,628
Legal	—	201,929
Staffing and administration	8,304	72,348
Program controls	—	710,238
Property acquisition	—	101,474
Environmental	—	112,068
Engineering management		
Programmatic	609,204	1,734,214
Total disbursements	<u>686,573</u>	<u>4,380,065</u>
Net change in cash	(7,888)	(851)
Cash at July 1, 2018	—	796,438
Cash at June 1, 2019	<u>803,475</u>	<u>—</u>
Cash at June 30, 2019	<u>\$ 795,587</u>	<u>\$ 795,587</u>

⁽¹⁾ Includes insurance premiums.

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITYStatements of Revenues, Expenses and Changes in Net Position
(Preliminary)

	Month Ended Jun '19	Year to Date Jul '18 - Jun '19
Revenues		
Interest income	\$ —	\$ 6,601
Total revenues	—	6,601
Expenses		
Program management		
Executive director	116,282	887,367
External affairs	634,414	701,224
Treasury and accounting	9,078 ⁽²⁾	76,158 ^{(1), (2)}
Information technology	89,504 ⁽³⁾	707,761 ⁽³⁾
Legal	41,541	231,107
Staffing and administration	107,789 ⁽²⁾	181,634 ⁽²⁾
Program controls	149,247 ⁽²⁾	873,639 ⁽²⁾
Property acquisition	558,166 ^{(2), (3)}	680,359 ^{(2), (3)}
Environmental	1,641,160 ⁽²⁾	1,756,338 ⁽²⁾
Engineering management		
Programmatic	448,109 ⁽²⁾	3,805,536 ⁽²⁾
Total expenses	3,795,290	9,901,123
Net loss before capital contributions	(3,795,290)	(9,894,522)
Capital contributions		
Invoiced through the DCO	533,033	6,455,815
From California Department of Water Resources ⁽²⁾	3,238,249	3,238,249
Total capital contributions	3,771,282	9,694,064
Net loss after capital contributions	\$ (24,008)	\$ (200,458)

* Totals may not foot due to rounding.

** Balances may include prior month accruals that were not previously captured due to timing.

⁽¹⁾ Includes insurance premiums.⁽²⁾ Balances include FY 2019 lease expenses and costs incurred by the California Department of Water Resources on behalf of DCA for October 2018 through April 2019. Costs incurred for May 2019 and June 2019 are still pending.⁽³⁾ Includes a write-off of \$6,673.40 and \$5,234.37 in information technology and property acquisition expenses, respectively, payable to Metropolitan Water District. These amounts may be re-billed in a later period.

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Schedule of Invoices Paid
for the Twelve Months Ended June 30, 2019

<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Date</u>	<u>Payment Date</u>	<u>Period of Expense</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>
1 Best, Best, & Krieger	825750	7/5/2018	7/26/2018	6/4/18-6/28/18	\$ 12,363	\$ 12,363
2 Management Partners	INV06081	7/3/2018	8/2/2018	6/1/18-6/29/18	7,300	7,300
3 Best, Best, & Krieger	828084	8/6/2018	8/21/2018	7/2/18-7/31/18	14,402	14,402
4 Liberty Mutual Insurance	002321540AUG18	8/7/2018	8/22/2018	7/25/18-7/24/19	3,040	3,040
5 Alliant	907130	8/22/2018	8/28/2018	8/13/18-8/13/19	27,836	27,836
6 Management Partners	INV06194	8/3/2018	8/31/2018	7/2/18-7/31/18	18,750	18,750
7 Management Partners	INV06305	9/5/2018	10/4/2018	8/6/18-8/30/18	12,312	12,312
8 The Hallmark Group	180004-01	9/11/2018	10/17/2018	8/1/18-8/31/18	198,218	197,815
9 Sacramento Public Library Authority	3119	9/25/2018	10/18/2018	2/19/19-5/16/19	900	900
10 A.N.G Audio Visual Services	15543	9/20/2018	10/26/2018	9/20/2018	822	822
11 Management Partners	INV06459	10/2/2018	11/8/2018	9/4/18-9/28/18	21,500	21,500
12 Spark Street Digital	1623	10/12/2018	11/9/2018	8/16/2018	3,537	3,537
13 Spark Street Digital	1624	10/12/2018	11/9/2018	9/20/2018	3,466	3,466
14 Sacramento Public Library Authority	3143	10/25/2018	11/2/2018	11/15/18-1/16/19	650	650
15 e-Builder	5850	10/30/2018	11/29/2018	10/27/18-10/26/19	157,726	157,726
16 A.N.G Audio Visual Services	15576	10/18/2018	11/7/2018	10/18/2018	822	822
17 The Hallmark Group	180004-02	10/16/2018	11/8/2018	9/1/18-9/30/18	162,837	162,837
18 Best, Best, & Krieger	829994	9/7/2018	12/12/2018	8/1/18-8/31/18	7,504	7,504
19 Metropolitan Water District of So. Ca	501514	9/27/2018	12/21/2018	7/1/18-7/31/18	24,014	23,006
20 Metropolitan Water District of So. Ca	501518	10/11/2018	12/21/2018	8/1/18-8/31/18	68,875	64,122
21 PlanetBids	1003232	11/7/2018	12/19/2018	8/13/18-8/12/19	31,125	31,125
22 Commuter Industries	180152	11/16/2018	12/12/2018	11/16/2018	944	944
23 Commuter Industries	180144	11/5/2018	12/12/2018	11/5/2018	2,639	2,639
24 Sacramento Public Library Authority	3167	11/27/2018	12/12/2018	6/20/2019	200	200
25 Keogh Multimedia	INV1130182	11/30/2018	12/12/2018	9/1/18-11/30/18	363	363
26 Best, Best, & Krieger	838907	6/30/2018	12/12/2018	5/22/18-5/31/18	6,970	6,970
27 Best, Best, & Krieger	832282	10/3/2018	12/12/2018	9/1/18-9/30/18	14,163	14,163
28 Management Partners	INV06552	11/2/2018	12/14/2018	10/1/18-10/31/18	21,938	21,938
29 The Hallmark Group	180004-03	11/13/2018	12/14/2018	10/1/18-10/31/18	175,205	175,205
30 Management Partners	INV06664	12/4/2018	12/14/2018	10/1/18-10/31/18	21,188	21,188
31 Periscope Intermediate Corp	SI4833	11/13/2018	12/12/2018	11/13/2018	770	770
32 Best, Best, & Krieger	835122	11/7/2018	12/12/2018	10/1/18-10/31/18	57,126	57,126
33 Best, Best, & Krieger	838730	12/4/2018	12/12/2018	11/1/18-11/30/18	32,800	32,800
34 ANG Audio Visual	15612	11/15/2018	1/23/2019	11/15/2018	820	820
35 Spark Street Digital	1560	8/7/2018	1/24/2019	5/17/2018	3,300	3,300

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Schedule of Invoices Paid
for the Twelve Months Ended June 30, 2019
(Continued)

<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Date</u>	<u>Payment Date</u>	<u>Period of Expense</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>
36 Spark Street Digital	1764	12/21/2018	1/24/2019	12/20/2018	3,425	3,425
37 ANG Audio Visual	15620	12/20/2018	1/23/2019	12/20/2018	820	820
38 Spark Street Digital	1696	12/17/2018	2/21/2019	11/15/2018	3,589	3,589
39 Ron Rakich Consulting	1190	1/2/2019	2/21/2019	12/17/18-12/18/18	1,650	1,650
40 Management Partners	INV06760	1/3/2019	2/21/2019	12/1/18-12/31/18	21,375	21,375
41 The Hallmark Group	18000404	12/17/2018	2/21/2019	11/1/18-11/30/18	164,554	164,554
42 Sacramento Public Library Authority	3209	1/24/2019	2/12/2019	1/31/2019	550	550
43 ANG Audio Visual	15628	1/17/2019	2/12/2019	1/17/2019	964	964
44 ANG Audio Visual	15638	1/31/2019	2/12/2019	1/31/2019	964	964
45 CDM Smith, Inc.	90065295	1/23/2019	3/19/2019	11/27/18-1/5/19	9,276	9,276
46 e-Builder	6298	1/23/2019	3/19/2019	12/1/18-12/31/18	3,699	3,608
47 Best, Best, & Krieger	840567	1/15/2019	3/19/2019	12/1/18-12/31/18	14,581	14,032
48 Keogh Multimedia	KMM-2019-01	2/1/2019	3/19/2019	12/1/18-1/31/19	200	200
49 The Hallmark Group	18000405	1/28/2019	3/19/2019	12/1/18-12/31/18	146,469	146,469
50 Metropolitan Water District of So. Ca	501535-T	12/13/2018	3/20/2019	10/1/18-10/31/18	3,805	3,805
51 Metropolitan Water District of So. Ca	501518-T	10/11/2018	3/20/2019	8/1/18-8/31/18	292	292
52 Metropolitan Water District of So. Ca	501535	12/13/2018	3/20/2019	10/1/18-10/31/18	139,480	134,601
53 Metropolitan Water District of So. Ca	501531-T	11/21/2018	3/20/2019	9/1/18-9/30/18	5,235	5,184
54 Metropolitan Water District of So. Ca	501531	11/21/2018	3/20/2019	9/1/18-9/30/18	196,353	183,982
55 Metropolitan Water District of So. Ca	501539	1/10/2019	3/20/2019	11/1/18-11/30/18	135,934	134,185
56 Metropolitan Water District of So. Ca	501539-T	1/10/2019	3/20/2019	11/1/18-11/30/18	5,358	5,333
57 Metropolitan Water District of So. Ca	501546-T	1/23/2019	4/3/2019	12/1/18-12/31/18	14,754	14,730
58 Metropolitan Water District of So. Ca	501546	1/23/2019	4/3/2019	12/1/18-12/31/18	189,143	187,450
59 CDM Smith, Inc.	90067731	2/22/2019	4/3/2019	1/6/19-2/16/19	12,652	12,639
60 Management Partners	INV06890	2/5/2019	4/3/2019	1/1/19-1/31/19	31,202	31,202
61 The Hallmark Group	180004-06	2/23/2019	4/3/2019	1/1/19-1/31/19	169,285	169,285
62 AECOM Technical Services, Inc.	2000170480	2/5/2019	4/3/2019	12/10/18-1/18/19	12,592	12,579
63 Sacramento Public Library Authority	3202	12/18/2018	4/4/2019	7/18/2019	300	300
64 Spark Street Digital	1784	2/26/2019	4/3/2019	10/18/2018	3,194	3,194
65 e-Builder	6478	2/22/2019	4/3/2019	1/1/19-1/31/19	3,665	3,607
66 Ron Rakich Consulting	1193	2/16/2019	4/3/2019	1/8/18-1/31/18	2,942	2,942
67 Management Partners	INV06999	3/13/2019	4/25/2019	3/13/2019	32,250	32,250
68 Fugro USA Land, Inc.	04.72190201-1	3/4/2019	4/25/2019	1/21/19-2/14/19	210,648	209,268
69 Management Partners	INV07016	3/5/2019	5/2/2019	2/1/19-2/28/19	30,375	30,375
70 Jacobs	W8X97001-01	3/25/2019	5/2/2019	1/1/19-1/31/19	678,317	678,317
71 PlanNet	164627	3/17/2019	5/24/2019	1/21/19-2/22/19	5,595	5,595
72 Keogh Multimedia	INV032619-DCA	3/26/2019	5/24/2019	3/1/19-5/31/19	150	150

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Schedule of Invoices Paid
for the Twelve Months Ended June 30, 2019
(Continued)

<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Date</u>	<u>Payment Date</u>	<u>Period of Expense</u>	<u>Invoice Amount</u>	<u>Amount Paid</u>
73 Best, Best, & Krieger	843188	2/25/2019	5/24/2019	1/1/19-1/31/19	29,195	29,195
74 Management Partners	INV07136	4/2/2019	5/24/2019	3/1/19-3/31/19	2,813	2,813
75 PlanNet	164678	3/25/2019	5/24/2019	2/1/19-2/28/19	10,035	10,035
76 Metropolitan Water District of So. Ca	501554	3/19/2019	5/24/2019	1/1/19-1/31/19	118,182	106,927
77 Metropolitan Water District of So. Ca	501554-T	3/19/2019	5/24/2019	1/1/19-1/31/19	6,866	3,753
78 Spark Street Digital	1813	3/27/2019	5/24/2019	1/17/2019	3,510	3,510
79 Spark Street Digital	1815	3/27/2019	5/24/2019	1/31/2019	3,510	3,510
80 The Hallmark Group	180004-07	3/18/2019	5/24/2019	2/1/19-2/28/19	177,371	177,371
81 Best, Best, & Krieger	843189	2/25/2019	5/24/2019	1/1/19-1/31/19	13,376	13,376
				Subtotal July - May	3,736,920	3,693,492
82 Management Partners	INV07106	4/14/2019	6/17/2019	3/14/19-4/13/19	47,250	47,250
83 Fugro USA Land, Inc.	04.72190201-3	4/4/2019	6/17/2019	2/15/19-3/29/19	609,204	609,204
84 Sacramento Public Library Authority	3289	4/16/2019	6/21/2019	8/15/19-10/17/19	675	675
85 PlanNet	164761	5/7/2019	6/21/2019	3/1/19-3/31/19	14,634	14,634
86 Spark Street Digital	1877	5/3/2019	6/21/2019	4/18/2019	3,510	3,510
87 Commuter Industries	190051	5/13/2019	6/21/2019	5/13/2019	1,992	1,992
88 ANG Audio Visual	16024	5/16/2019	6/21/2019	5/16/2019	964	964
89 Matthew Ian Keogh	MK2019-04	5/10/2019	6/21/2019	2/1/19-4/30/19	512	512
90 Commuter Industries	190040	4/26/2019	6/21/2019	4/26/2019	195	195
91 The Sextant Group	20190869	5/31/2019	6/21/2019	1/3/19-5/31/19	6,669	6,669
92 ANG Audio Visual	16007	4/18/2019	6/21/2019	4/18/2019	968	968
				Subtotal June	686,573	686,573
					<u>4,423,493</u>	<u>4,380,065</u>

* Totals may not foot due to rounding.

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Accounts Payable Aging Schedule

As of June 30, 2019

(Preliminary)

Payable To:	1 - 30	31 - 60	61 - 90	≥ 90	Total
Metropolitan Water District of Southern California					
Invoice #501554-2	\$ —	\$ 9,538	\$ —	\$ —	\$ 9,538
Invoice #501554-T-2	—	3,108	—	—	3,108
Invoice #501562	—	116,645	—	—	116,645
Invoice #501562-T	5,731	—	—	—	5,731
Invoice #501563	121,318	—	—	—	121,318
Invoice #501563-T	4,645	—	—	—	4,645
Invoice #501565	83,685	—	—	—	83,685
Invoice #501565-T	2,258	—	—	—	2,258
Best, Best, & Krieger					
Invoice #840568	4,399	—	—	—	4,399
Invoice #845710	12,760	—	—	—	12,760
Invoice #845711	9,350	—	—	—	9,350
Invoice #846860	15,033	—	—	—	15,033
Jacobs Engineering Group, Inc.					
Invoice #W8X97001-01EXP	—	2,531	—	—	2,531
Invoice #W8X97001-02	—	894,525	—	—	894,525
Invoice #W8X97001-02EXP	—	18,485	—	—	18,485
Invoice #W8X97001-03	—	633,546	—	—	633,546
Invoice #W8X97001-03EXP	—	10,470	—	—	10,470
Management Partners					
Invoice #INV07310	28,350	—	—	—	28,350
Invoice #INV07363	48,905	—	—	—	48,905
Bentley					
Invoice #48005881	5,696 ⁽¹⁾	—	—	—	5,696
The Hallmark Group					
Invoice #180004-08	96,848	—	—	—	96,848
Invoice #180004-09	82,686	—	—	—	82,686
Invoice #180004-07-B	2,623	—	—	—	2,623
CDM Smith, Inc.					
Invoice #90071790	—	—	6,752	—	6,752
Invoice #90073863	—	6,028	—	—	6,028
e-Builder					
Invoice #6869	—	—	44,893	—	44,893
Invoice #7115	89,786	—	—	—	89,786
Fugro USA Land, Inc.					
Invoice #04.72190201-2	—	—	1,175	—	1,175
Invoice #04.72190201-4	40	—	—	—	40
	\$ 614,113	\$ 1,694,876	\$ 52,820	\$ —	\$ 2,361,809

*Totals may not foot due to rounding.

⁽¹⁾ Invoice #48005881 totaled \$100,000 for professional services for the period March 2019 through March 2024. This portion relates to the amount incurred through FY 2019.

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Accounts Receivable Aging Schedule

As of June 30, 2019

(Preliminary)

<u>Receivable From:</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>Total</u>
Department of Water Resources					
Invoice #DCA-FY18-19-011	\$ 1,528,072	\$ —	\$ —	\$ —	\$ 1,528,072
Invoice #DCA-FY18-19-013	23,116	—	—	—	23,116
Invoice #DCA-FY18-19-014	533,054	—	—	—	533,054
	<u>\$ 2,084,242</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 2,084,242</u>

*Totals may not foot due to rounding.

Statement of Cash Receipts and Disbursements

	Month Ended Jun '19	Year to Date Jul '18 - Jun '19
Receipts:		
Contributions	\$ 678,685	\$ 4,371,573
Interest receipts	—	7,641
Total receipts	678,685	4,379,214
Disbursements:		
Program management		
Executive director	47,250	778,384
External affairs	—	66,809
Treasury and accounting	—	63,973 ⁽¹⁾
Information technology	21,815	538,628
Legal	—	201,929
Staffing and administration	8,304	72,348
Program controls	—	710,238
Property acquisition	—	101,474
Environmental	—	112,068
Engineering management		
Programmatic	609,204	1,734,214
Total disbursements	686,573	4,380,065
Net change in cash	(7,888)	(851)
Cash at July 1, 2018	—	796,438
Cash at June 1, 2019	803,475	—
Cash at June 30, 2019	\$ 795,587	\$ 795,587

Statements of Revenues, Expenses and Changes in Net Position (Preliminary)

	Month Ended Jun '19	Year to Date Jul '18 - Jun '19
Revenues		
Interest income	\$ —	\$ 6,601
Total revenues	—	6,601
Expenses		
Program management		
Executive director	116,282	887,367
External affairs	634,414	701,224
Treasury and accounting	9,078 ⁽²⁾	76,158 ^{(1), (2)}
Information technology	89,504 ⁽³⁾	707,761 ⁽³⁾
Legal	41,541	231,107
Staffing and administration	107,789 ⁽²⁾	181,634 ⁽²⁾
Program controls	149,247 ⁽²⁾	873,639 ⁽²⁾
Property acquisition	558,166 ^{(2), (3)}	680,359 ^{(2), (3)}
Environmental	1,641,160 ⁽²⁾	1,756,338 ⁽²⁾
Engineering management		
Programmatic	448,109 ⁽²⁾	3,805,536 ⁽²⁾
Total expenses	3,795,290	9,901,123
Net loss before capital contributions	(3,795,290)	(9,894,522)
Capital contributions		
Invoiced through the DCO	533,033	6,455,815
From California Department of Water Resources ⁽²⁾	3,238,249	3,238,249
Total capital contributions	3,771,282	9,694,064
Net loss after capital contributions	\$ (24,008)	\$ (200,458)

* Totals may not foot due to rounding

**Balances may include prior month accruals that were not previously captured due to timing.

⁽¹⁾ Includes insurance premiums

⁽²⁾ Balances include FY 2019 lease expenses and costs incurred by the California Department of Water Resources on behalf of DCA for October 2018 through April 2019. Costs incurred for May 2019 and June 2019 are still pending.

⁽³⁾ Includes a write-off of \$6,673.40 and \$5,234.37 in information technology and property acquisition expenses, respectively, payable to Metropolitan Water District. These amounts may be re-billed in a later period.

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

	Statement of Cash Receipts and Disbursements		Statements of Revenues, Expenses and Changes in Net Position (Preliminary)	
	Month Ended Jun '19	Year to Date Jul '18 - Jun '19	Month Ended Jun '19	Year to Date Jul '18 - Jun '19
Receipts/Revenues:				
Contributions	\$ 678,685	\$ 4,371,573		
Interest receipts/income	—	7,641	\$ —	\$ 6,601
Total receipts/revenues	<u>678,685</u>	<u>4,379,214</u>	<u>—</u>	<u>6,601</u>
Disbursements/Expenses:				
Program management				
Executive director	47,250	778,384	116,282	887,367
External affairs	—	66,809	634,414	701,224
Treasury and accounting	—	63,973 ⁽¹⁾	9,078 ⁽²⁾	76,158 ^{(1), (2)}
Information technology	21,815	538,628	89,504 ⁽³⁾	707,761 ⁽³⁾
Legal	—	201,929	41,541	231,107
Staffing and administration	8,304	72,348	107,789 ⁽²⁾	181,634 ⁽²⁾
Program controls	—	710,238	149,247 ⁽²⁾	873,639 ⁽²⁾
Property acquisition	—	101,474	558,166 ^{(2), (3)}	680,359 ^{(2), (3)}
Environmental	—	112,068	1,641,160 ⁽²⁾	1,756,338 ⁽²⁾
Engineering management				
Programmatic	<u>609,204</u>	<u>1,734,214</u>	<u>448,109 ⁽²⁾</u>	<u>3,805,536 ⁽²⁾</u>
Total disbursements/expenses	<u>686,573</u>	<u>4,380,065</u>	<u>3,795,290</u>	<u>9,901,123</u>
Net change in cash	(7,888)	(851)		
Cash at July 1, 2018	—	796,438		
Cash at June 1, 2019	<u>803,475</u>	<u>—</u>		
Cash at June 30, 2019	<u>\$ 795,587</u>	<u>\$ 795,587</u>		
Net loss before capital contributions			(3,795,290)	(9,894,522)
Capital contributions				
Invoiced through the DCO			533,033	6,455,815
From California Department of Water Resources ⁽²⁾			<u>3,238,249</u>	<u>3,238,249</u>
Total capital contributions			<u>3,771,282</u>	<u>9,694,064</u>
Net loss after capital contributions			<u>\$ (24,008)</u>	<u>\$ (200,458)</u>

* Totals may not foot due to rounding

**Balances may include prior month accruals that were not previously captured due to timing.

⁽¹⁾ Includes insurance premiums.

⁽²⁾ Balances include FY 2019 lease expenses and costs incurred by the California Department of Water Resources on behalf of DCA for October 2018

through April 2019. Costs incurred for May 2019 and June 2019 are still pending.

⁽³⁾ Includes a write-off of \$6,673.40 and \$5,234.37 in information technology and property acquisition expenses, respectively, payable to Metropolitan Water District. These amounts may be re-billed in a later period.

DCA Budget vs Cost by Program - PTD, YTD
Current Period: JUN-19

Date: 15-JUL-19 09:32:34
Page: 1

Currency: USD
No specific Ledger requested

	<-----Period-to-date----->						<-----Year-to-date----->							
	Actual	Budget	Forecast	Budget Var	Var %	Forecast Var	Var %	Actual	Budget	Forecast	Budget Var	Var %	Forecast Var	Var %
Program Management	1,703,745	2,038,580	3,747,867	334,835	16.4 %	2,044,123	54.5 %	4,215,100	21,965,380	17,298,023	17,750,280	80.8 %	13,082,924	75.6 %
Engineering Management	448,109	5,196,034	5,123,301	4,747,925	91.4 %	4,675,192	91.3 %	3,952,911	46,736,076	40,313,493	42,783,165	91.5 %	36,360,583	90.2 %
Environmental	1,643,437	585,000	213,451	(1,058,437)	-180.9 %	(1,429,986)	-669.9 %	1,756,338	6,918,250	4,267,074	5,161,912	74.6 %	2,510,736	58.8 %
Construction	0	1,709,750	0	1,709,750	100.0 %	0	0.0 %	0	14,551,250	0	14,551,250	100.0 %	0	0.0 %
Contingency	0	3,533,235	0	3,533,235	100.0 %	0	0.0 %	0	42,398,820	0	42,398,820	100.0 %	0	0.0 %
Land Acquisition	0	0	0	0	0.0 %	0	0.0 %	0	1,000,000	0	1,000,000	100.0 %	0	0.0 %
Total	3,795,290	13,062,599	9,084,619	9,267,309	70.9 %	5,289,329	58.2 %	9,924,349	133,569,776	61,878,590	123,645,427	92.6 %	51,954,242	84.0 %

* Includes prior fiscal year actuals of \$23,224.

DCA Budget vs Cost by Organization - PTD, YTD
Current Period: JUN-19

Date: 15-JUL-19 08:34:44
Page: 1

Currency: USD
No specific ORGANIZATION requested

ORG	<-----Period-to-date----->							<-----Year-to-date----->						
	Actual	Budget	Forecast	Budget Var	Var %	Forecast Var	Var %	Actual	Budget	Forecast	Budget Var	Var %	Forecast Var	Var %
DC DCA	0	3,533,235	0	3,533,235	100.0 %	0	0.0 %	0	43,398,820	0	43,398,820	100.0 %	0	0.0 %
Executive Director	116,282	94,600	75,000	(21,682)	(22.9) %	(41,282)	(55.0) %	898,229	1,057,600	1,194,703	159,371	15.1 %	296,474	24.8 %
Program Advisory	0	25,000	0	25,000	100.0 %	0	0.0 %	0	225,000	0	225,000	100.0 %	0	0.0 %
Audit	0	25,000	25,000	25,000	100.0 %	25,000	100.0 %	0	50,000	50,000	50,000	100.0 %	50,000	100.0 %
Program Manager	0	116,000	75,000	116,000	100.0 %	75,000	100.0 %	0	1,306,000	450,000	1,306,000	100.0 %	450,000	100.0 %
Treasury and Accounting	9,078	40,000	20,860	30,922	77.3 %	11,782	56.5 %	76,159	460,000	239,479	383,841	83.4 %	163,319	68.2 %
External Affairs	634,414	183,000	183,000	(451,414)	-246.7 %	(451,414)	-246.7 %	701,223	1,362,000	1,864,065	660,777	48.5 %	1,162,842	62.4 %
Risk Management	0	14,000	14,000	14,000	100.0 %	14,000	100.0 %	0	70,000	42,000	70,000	100.0 %	42,000	100.0 %
Legal	41,541	136,000	150,000	94,459	69.5 %	108,459	72.3 %	243,470	1,224,000	1,068,628	980,530	80.1 %	825,158	77.2 %
Staffing & Administration	107,789	160,000	1,027,159	52,211	32.6 %	919,371	89.5 %	181,633	2,270,000	1,296,215	2,088,367	92.0 %	1,114,582	86.0 %
QA/QC	0	80,000	64,000	80,000	100.0 %	64,000	100.0 %	0	592,000	192,000	592,000	100.0 %	192,000	100.0 %
Program Controls	149,247	238,000	191,058	88,753	37.3 %	41,811	21.9 %	873,639	2,616,000	1,765,536	1,742,361	66.6 %	891,897	50.5 %
Information Technology	89,504	129,980	1,216,222	40,476	31.1 %	1,126,718	92.6 %	707,761	3,282,780	2,290,696	2,575,019	78.4 %	1,582,935	69.1 %
Property Acquisition	558,166	797,000	706,568	238,834	30.0 %	148,402	21.0 %	680,360	7,450,000	6,844,703	6,769,640	90.9 %	6,164,343	90.1 %
Engineering Design	448,109	5,196,034	5,123,301	4,747,925	91.4 %	4,675,192	91.3 %	3,805,536	46,736,076	40,313,493	42,930,540	91.9 %	36,507,957	90.6 %
Environmental & Planning	1,641,160	585,000	213,451	(1,056,160)	-180.5 %	(1,427,709)	-668.9 %	1,756,338	6,918,250	4,267,074	5,161,912	74.6 %	2,510,736	58.8 %
Engineering Construction	0	1,709,750	0	1,709,750	100.0 %	0	0.0 %	0	14,551,250	0	14,551,250	100.0 %	0	0.0 %
Total	3,795,290	13,062,599	9,084,619	9,267,309	70.9 %	5,289,329	58.2 %	9,924,349	133,569,776	61,878,590	123,645,427	92.6 %	51,954,242	84.0 %

* Includes prior fiscal year actuals of \$23,224.

DCA Budget vs Cost by Activity - PTD, YTD
Current Period: JUN-19

Date: 15-JUL-19 08:34:43
Page: 1

Currency: USD
No specific ACTIVITY requested

ACTIV	<-----Period-to-date----->							<-----Year-to-date----->						
	Actual	Budget	Forecast	Budget Var	Var %	Forecast Var	Var %	Actual	Budget	Forecast	Budget Var	Var %	Forecast Var	Var %
Staffing	(300)	80,000	10,000	80,300	100.4 %	10,300	103.0 %	32,049	720,000	137,969	687,951	95.5 %	105,920	76.8 %
Office Management	2,398	80,000	1,017,159	77,602	97.0 %	1,014,761	99.8 %	43,894	1,550,000	1,158,246	1,506,106	97.2 %	1,114,352	96.2 %
Standards	0	48,000	64,000	48,000	100.0 %	64,000	100.0 %	0	384,000	192,000	384,000	100.0 %	192,000	100.0 %
Performance Management	0	32,000	0	32,000	100.0 %	0	0.0 %	0	208,000	0	208,000	100.0 %	0	0.0 %
Project Controls	143,130	188,000	150,000	44,870	23.9 %	6,870	4.6 %	683,567	2,016,000	1,304,556	1,332,433	66.1 %	620,989	47.6 %
Procure & Contract	6,042	50,000	41,058	43,958	87.9 %	35,016	85.3 %	189,997	600,000	460,980	410,003	68.3 %	270,983	58.8 %
Central Administration	48,830	33,280	36,222	(15,550)	(46.7) %	(12,608)	(34.8) %	389,411	299,520	413,970	(89,891)	(30.0) %	24,559	5.9 %
General Tech	40,674	96,700	1,180,000	56,026	57.9 %	1,139,326	96.6 %	318,350	2,983,260	1,876,726	2,664,910	89.3 %	1,558,376	83.0 %
Right of Way, Survey, & Mapping	0	419,000	355,000	419,000	100.0 %	355,000	100.0 %	6,001	3,661,000	4,417,861	3,654,999	99.8 %	4,411,860	99.9 %
Appraisal & Acquisition	14,832	378,000	351,568	363,168	96.1 %	336,736	95.8 %	131,025	3,789,000	2,426,842	3,657,975	96.5 %	2,295,817	94.6 %
Chief Engineer	92,830	108,000	98,578	15,170	14.0 %	5,748	5.8 %	1,010,399	1,236,000	944,496	225,601	18.3 %	(65,903)	(7.0) %
EDM	(21)	1,000,000	1,000,000	1,000,021	100.0 %	1,000,021	100.0 %	1,620,191	7,750,000	5,750,000	6,129,809	79.1 %	4,129,809	71.8 %
Geo Tech	40	3,633,334	3,683,334	3,633,294	100.0 %	3,683,294	100.0 %	829,772	18,283,334	15,004,747	17,453,562	95.5 %	14,174,975	94.5 %
Environmental Permits	(2,277)	585,000	213,451	587,277	100.4 %	215,728	101.1 %	102,816	6,918,250	4,267,074	6,815,434	98.5 %	4,164,258	97.6 %
Feature Design	0	454,700	341,389	454,700	100.0 %	341,389	100.0 %	0	19,466,742	18,614,250	19,466,742	100.0 %	18,614,250	100.0 %
Feature Construction	0	1,709,750	0	1,709,750	100.0 %	0	0.0 %	0	14,551,250	0	14,551,250	100.0 %	0	0.0 %
DWR Costs of Behalf of DCA	3,238,249	0	0	(3,238,249)	0.0 %	(3,238,249)	0.0 %	3,238,249	0	0	(3,238,249)	0.0 %	(3,238,249)	0.0 %
DCA General Activity	210,864	4,166,835	542,860	3,955,971	94.9 %	331,997	61.2 %	1,328,629	49,153,420	4,908,874	47,824,791	97.3 %	3,580,245	72.9 %
Total	3,795,290	13,062,599	9,084,619	9,267,309	70.9 %	5,289,329	58.2 %	9,924,349	133,569,776	61,878,590	123,645,427	92.6 %	51,954,242	84.0 %

* Includes prior fiscal year actuals of \$23,224.

DCA by Program - Trend
Current Period: P13-19

Currency: USD
No specific Ledger requested

	<-----Period-to-date----->													
	JUL-18	AUG-18	SEP-18	OCT-18	NOV-18	DEC-18	JAN-19	FEB-19	MAR-19	APR-19	MAY-19	JUN-19	P13-19	Total
Program Management	0	0	0	0	0	1,110,870	627,996	350,551	(79,155)	360,204	140,890	1,703,745	0	4,215,100
Engineering Management	0	0	0	0	0	0	147,375	57,379	356,642	712,164	2,231,242	448,109	0	3,952,911
Environmental	0	0	0	0	0	8,784	63,199	30,000	0	10,085	833	1,643,437	0	1,756,338
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Total	0	0	0	0	0	1,119,654	838,569	437,930	277,488	1,082,453	2,372,965	3,795,290	0	9,924,349

* Includes prior fiscal year actuals of \$23,224.

DCA by Organization - Trend
Current Period: P13-19

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Currency: USD
No specific ORGANIZATION requested

	<-----Period-to-date----->													
	JUL-18	AUG-18	SEP-18	OCT-18	NOV-18	DEC-18	JAN-19	FEB-19	MAR-19	APR-19	MAY-19	JUN-19	P13-19	Total
ORG														

Executive Director	0	0	0	0	0	316,678	146,013	128,699	62,625	80,683	47,250	116,282	0	898,229
Treasury and Accounting	0	0	0	0	0	30,876	14,614	14,730	0	3,753	3,108	9,078	0	76,159
External Affairs	0	0	0	0	0	3,582	37,659	18,128	0	7,440	0	634,414	0	701,223
Legal	0	0	0	0	0	145,326	14,032	0	0	42,571	0	41,541	0	243,470
Staffing & Administration	0	0	0	0	0	44,928	13,653	(7,142)	(563)	13,842	9,126	107,789	0	181,633
Program Controls	0	0	0	0	0	329,643	249,116	119,939	0	11,540	14,154	149,247	0	873,639
Information Technology	0	0	0	0	0	237,793	95,061	49,508	6,158	183,206	46,532	89,504	0	707,761
Property Acquisition	0	0	0	0	0	2,044	57,849	24,412	0	17,169	20,720	558,166	0	680,360
Engineering Design	0	0	0	0	0	0	147,375	57,379	209,268	712,164	2,231,242	448,109	0	3,805,536
Environmental & Planning	0	0	0	0	0	8,784	63,199	32,277	0	10,085	833	1,641,160	0	1,756,338
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Total	0	0	0	0	0	1,119,654	838,569	437,930	277,488	1,082,453	2,372,965	3,795,290	0	9,924,349

* Includes prior fiscal year actuals of \$23,224.

DCA by Activity - Trend
Current Period: P13-19

Currency: USD
No specific ACTIVITY requested

	<-----Period-to-date----->													
	JUL-18	AUG-18	SEP-18	OCT-18	NOV-18	DEC-18	JAN-19	FEB-19	MAR-19	APR-19	MAY-19	JUN-19	P13-19	Total
ACTIV														

Staffing	0	0	0	0	0	44,928	7,915	(19,931)	(563)	0	0	(300)	0	32,049
Office Management	0	0	0	0	0	0	5,739	12,789	0	13,842	9,126	2,398	0	43,894
Project Controls	0	0	0	0	0	285,613	179,990	73,777	0	0	1,057	143,130	0	683,567
Procure & Contract	0	0	0	0	0	44,030	69,126	46,162	0	11,540	13,097	6,042	0	189,997
Central Administration	0	0	0	0	0	46,235	80,468	36,169	6,158	131,560	39,991	48,830	0	389,411
General Tech	0	0	0	0	0	191,558	14,593	13,339	0	51,646	6,541	40,674	0	318,350
Right of Way, Survey, & Mapping	0	0	0	0	0	0	0	6,001	0	0	0	0	0	6,001
Appraisal & Acquisition	0	0	0	0	0	2,044	57,849	18,412	0	17,169	20,720	14,832	0	131,025
Chief Engineer	0	0	0	0	0	0	147,375	57,379	0	710,989	1,827	92,830	0	1,010,399
EDM	0	0	0	0	0	0	0	0	0	0	1,620,212	(21)	0	1,620,191
Geo Tech	0	0	0	0	0	0	0	0	209,268	11,260	609,204	40	0	829,772
Environmental Permits	0	0	0	0	0	8,784	63,199	32,277	0	0	833	(2,277)	0	102,816
Feature Construction	0	0	0	0	0	0	18,080	(18,080)	0	0	0	0	0	0
DWR Costs of Behalf of DCA	0	0	0	0	0	0	0	0	0	0	0	3,238,249	0	3,238,249
DCA General Activity	0	0	0	0	0	496,462	194,238	179,637	62,625	134,446	50,358	210,864	0	1,328,629
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Total	0	0	0	0	0	1,119,654	838,569	437,930	277,488	1,082,453	2,372,965	3,795,290	0	9,924,349

* Includes prior fiscal year actuals of \$23,224.