

October 14, 2019

Delta Conveyance Design and Construction Authority
Board of Directors

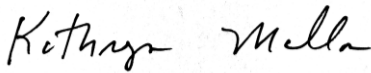
Subject: ***Materials for the October 17, 2019, Regular Board Meeting***

Members of the Board:

The next regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors is scheduled for **Thursday, October 17, 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 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, October 17, 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: September 19, 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. Informational Update Regarding Stakeholder Engagement Support Software

7. DISCUSSION ITEMS

- a. Consider Passing Resolution to Appoint and Formalize DCA Delta Stakeholder Engagement Committee

Recommended Action: Pass Resolution

- b. Consider Passing Resolution Authorizing a Professional Services Agreement to Provide Communications Support Services

Recommended Action: Pass Resolution

- c. September DCA Monthly Report

Recommended Action: Information only

8. STAFF REPORTS AND ANNOUNCEMENTS

- a. General Counsel's Report
- b. Treasurer's Report
- c. DWR Environmental Manager's Report
- d. Verbal Reports, if any

9. FUTURE AGENDA ITEMS

10. ADJOURNMENT

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Next scheduled meeting: November 21, 2019 Regular Board Meeting at 2:00 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, September 19, 2019

2:00 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 2:00 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.

DWR and DCA staff members in attendance were Kathryn Mallon, Joshua Nelson, Janet Barbieri, Carrie Buckman, Katano Kasaine, Joe Cazares, and Andrew Finney.

3. PLEDGE OF ALLEGIANCE

President Estremera convened the open session at approximately 2:01 p.m. and led all present in reciting the Pledge of Allegiance.

4. PUBLIC COMMENT

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

President Estremera closed Public Comment.

5. APPROVAL OF MINUTES: August 15, 2019 Regular Board Meeting

Recommendation: Approve the August 15, 2019 Regular Board Meeting Minutes

Move to Approve Minutes from August 15, 2019: Atwater

Second: Palmer

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 19-09-01).

6. CONSENT CALENDAR

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

7. DISCUSSION ITEMS:

a. Review Engineering Workplan

Kathryn Mallon introduced the DCA engineering manager, Joe Cazares, who has been with the team since May of this year. Ms. Mallon provided a brief background of Mr. Cazares, mentioning his engineering degree from UC Berkeley and an MBA from the University of Texas. Mr. Cazares is a registered engineer in the state of California with 38 years of engineering experience. During this time, he spent 8 years working as the program manager on the Panama Canal expansion program as well as contributed to other very large infrastructure projects.

Mr. Joe Cazares presented the ways in which the DCA will provide services to DWR's environmental planning team such as supplying them with information to study all of the potential impacts. In addition, the DCA prepares conceptual engineering reports for all alternatives identified in the environmental process. Mr. Cazares briefly talked about the organization chart for DCA staff, identifying approximately 35 staff in office and 260 remote staff members that support this program. Mr. Cazares summarized the 9 categories of work products that have variable deliverables. These are produced as technical memorandums which provide results of engineering analysis and alternative evaluations supporting all recommendations. The engineering work is then translated into concept engineering reports to support the California Environmental Quality Act (CEQA) process. Mr. Cazares discussed the DCA's 7 working groups that are working collaboratively with DWR on the engineering, environmental and engagement processes. There are also independent technical review panels assisting on the project. These panels are independent from both the DCA and DWR for the purpose of ensuring that everything is fully looked at throughout various stages of the project by world experts. At the end of the designing process, with input from these panels, a report will be presented to the Board. Lastly, Mr. Cazares introduced Tony Meyers to the Board who is the new executive director of the DCO office.

b. Review Field Workplan

Kathryn Mallon introduced the DCA field work lead, Andrew Finney. Mr. Finney is a registered engineer with 25 years of experience working primarily in geotechnical aspects of water projects including the Freeport intake. Mr. Finney has a BS in civil engineering from Bucknell University and a MS in Civil Engineering from the University of Washington.

Mr. Finney delivered a presentation on the field work execution plan which identified the key team responsibilities including a subsurface exploration program and then using that to build a 3-dimensional geological model to supplement and support project development. Mr. Finney gave a brief description of the DCA field work organization chart which included survey, right of way, and geotechnical leads. Mr. Finney presented the field work road map diagram, showing 3 years of exploration that maps out a multi-phase investigation approach. This will help fill data gaps as well as determine engineering, outreach, and support needs and ultimately mitigate the risk on the project. Mr. Finney stated that the DCA is on track to start field work exploration in early 2020 and immediately after that will be planning for the fiscal year 2021 exploration program. Mr. Finney

referenced a map that indicates all of the existing data, showing 21,000 exploration locations. Out of the 21,000 exploration points, 6,000 of them have been reviewed by the DCA to determine what data is useful. The remaining exploration points will continue to be reviewed which will help supplement the DCA's current borings. By using this data, the DCA can make smart decisions about alignments, both vertically and horizontally, and can provide the engineering and planning teams with relevant data to perform the analysis they need to create footprints. Sarah Palmer asked what kind of geophysical tests that the DCA is doing that are not as invasive. Mr. Finney responded with information regarding downhole geophysics and surface geophysics where you send pulses into the ground to determine the velocity of a wave going down. The DCA is testing out a variety of these techniques in Bouldin.

Mr. William Burke, County of Sacramento, asked what permits that the DCA are going to apply for. Carrie Buckman responded that some permits being worked on are for CEQA analysis in order to analyze the environmental effects. The permit applications depend on which investigation being talked about which goes into a lot of depth. Ms. Buckman declined to provide additional information in light of on-going litigation between Sacramento County and DWR. Mr. Burke provided his opinion that the DCA and/or DWR would be required to obtain a County of Sacramento permit to conduct geotechnical borings.

c. Consider Passing Resolution to Establish the DCA Delta Stakeholder Engagement Committee and Forming an Ad Hoc Committee of the Board to Assist in Reviewing Applications to the DCA Delta Stakeholder Engagement Committee

Recommendation: Adopt Resolution to Establish the DCA Stakeholder Engagement Committee and Form an Ad Hoc Committee of the Board to assist in Reviewing Applications to the DCA Delta Stakeholder Engagement Committee

Ms. Kathryn Mallon described the proposed stakeholder committee which will allow the DCA and DWR to work directly with Delta interest groups. The Delta has requested the DCA to be more transparent and Ms. Mallon feels this committee will help achieve that goal. Ms. Mallon expressed her empathy regarding the potential impacts this project will have on the Delta residences and felt a constructive dialogue in the format of a stakeholder committee will help avoid risking any repeated perceived short comings that the community has asked the DCA to address in the past.

Mr. Tony Estremera discussed the decision to bring to the Board the formation of the required committee to review environmental and mitigation. Further, he discussed the rotation of appointments for the DCA Board as well as the environmental committee. He mentioned that there was past discussion that the committee should be chaired as set forth in the JPA for the environmental committee.

Mr. Joshua Nelson, Legal Counsel, provided a background of why staff is recommending a stakeholder committee, beginning with the recognized need for a forum to receive input from Delta stakeholders on DCA activities. This committee will be an advisory committee to the DCA that will include a DCA director and an alternate director (both appointed by the Board at a future Board meeting), along with 16 Delta stakeholder members. Mr. Nelson emphasized the scope of work of this committee in order to provide a clear understanding of what it truly is. In addition, a clarification was made that this committee is not a place to debate whether or not to have a conveyance project. This decision is

for DWR to make through their environmental process. It was noted that the committee is also not a part of DWR's public engagement process under CEQA. Mr. Nelson recognized that there are going to be state and local agencies wanting to participate in the process, therefore the DCA is proposing to have 5 ex-officio members that will not be direct members of the committee but will be able to provide input in the meetings. Meetings will occur once or twice a month in the Delta with an initial schedule of approximately 6 months. Committee findings will be reported back to the Board as a work plan is developed and accomplished. Mr. Nelson noted that this is not a voting committee and meant for Delta residence to have a place to have discussions. The 16 committee members will be appointed by a public application process and will serve at the pleasure of the Board as well as receive stipends for each meeting that they attend. Lastly, Mr. Nelson identified this committee as an official advisory of the DCA Board, therefore the Brown Act and Public Records Act applies. There will be a training of these Acts for all committee members. Following Board approval of the stakeholder committee, the public will be notified and applications will be made available on the DCA website having a due date of October 4th via email or regular mail. The DCA proposed to have these applications reviewed by an Ad Hoc committee under approval of the Board. The appointing of the committee members is proposed for mid-October, with the first committee meeting following in late October.

Ms. Janet Barbieri, DCO Communication Manager, presented the DCA's guiding principles which is "respecting the Delta as a place and the people who live there, keeping the Delta community in broader state interests and well informed, keeping our word, always looking for opportunities for win wins, walking the walk on climate, deploying world class problem solving, and hitting budget and schedule targets." Ms. Barbieri provided her contact info for anyone that would like to reach out to her. Her intent is to have all those working on the project to be held accountable on these principles. It is important to present clear information to the public as well as improve mutual understanding of the project and facility constructive dialogue. Ms. Barbieri touched on the three parts of the program: the DWR and CEQA process, the stakeholder engagement committee, and lastly Secretary's Crowfoot Delta Valley round table. Ms. Barbieri has heard some concern regarding the committee in respects to the nature of it which she would like to clarify. The objective of the committee is to have an open and transparent forum for exchange of ideas and have openness and consensus on the best ways to avoid and minimize impacts. This committee is not to be the primary place for stakeholder input on the project, meaning the committee is not to replace the formal public engagement process required under CEQA. Ms. Barbieri explained how the round table will provide opportunity to discuss the bigger issues facing the Delta. Some discussion topics that should be considered are a background of the Delta, public benefit, reducing impacts, etc. Prior to each meeting, information will be distributed to the public and then following each meeting there will be a written report prepared to be presented at the monthly Board meeting. Mr. Estremera mentioned that he sees no problem with forming the committee but requests that we still follow the JPA.

Osha Meserve, Local Agencies of the North Delta, referenced her initial response to the stakeholder committee in the form of a letter that was submitted the day before the Board meeting. She felt that it was premature and confusing to form this committee due to the restrictions of what can be talked about. Ms. Meserve wished that this could be a more open committee that is connected with the current processes going on like the portfolio process. She felt that confining the committee this way, with such short notice, is sending a mixed message and worries this will make the project more complicated and expensive. Ms. Meserve expressed concerns about Delta stakeholders coming last. Lastly, Ms. Meserve stated that this process needs to be thought out better and she does not support the Delta stakeholder committee in the way that it has been proposed.

Mark Wilson, Wilson Farms and Vineyards - Clarksburg, CA, had a concern about this committee being a Brown Act process, in which it would keep participants from speaking to each other in group settings outside of meetings. This limits the discussion of things that might be valuable to the process. Mr. Wilson requested that the work plan of the project come out immediately so individuals can get an idea of what the plan is prior to joining the committee. He felt this can help determine the best person in a specific interest group to fill a committee position.

Ms. Melinda Terry, Manager of the North Delta Water Agency, requested more notice of preparation for the committee so that they could have a better idea of the newest version of the project. She also stated that it would be helpful to know what is going to be required of members. Ms. Terry is also the Executive Director of the Central Valley Flood Control Association and recommended that a flood control representative be on the committee. Ms. Terry referenced the USACE levee that the project is expected to be built on which has a rigorous permitting process.

Ms. Sarah Palmer stated that the purpose of this committee is to get as much information as possible from people. She wants to hear people's concerns, as well as ideas of alternatives and why those are being prosed as the ideal solution. Ms. Palmer stated that she understands the apprehension of the Brown Act requirement, however clarified that the Brown Act limitation is to not have more than the majority of the people getting together to discuss the process. Mr. Nelson mentioned that the Brown Act training is intended to go over all of the details of the requirements.

Mr. Steve Blois was supportive of Ms. Mallon's reasons for having the committee. He sees this as an opportunity to engage in a transparent way with the stakeholders in the local areas. He expressed similar concern of not knowing how the project will turn out, however doesn't feel that this should stop the DCA from moving forward with the stakeholder committee approach. Mr. Blois referred to the Brown Act concerns and sees good reasons for having it in place.

Mr. Richard Atwater complimented staff with working with DWR and Secretary Crowfoot on this process and agreed it is something that we need to do. Mr. Atwater mentioned that we can extend the deadline of the applications if needed.

Mr. Tony Estremera discussed growing up in a minority community where projects would be built right through their backyards and noted the government neglect that he experienced. Mr. Estremera wants to have the community that is going to deal with the construction impacts be involved with how the project is planned and implemented. His support for the committee is due to not wanting the past repeated and encourages stakeholder participation prior to construction. Mr. Estremera felt the Brown Act is necessary in order to have all communication in the meetings available to the public and not secret. Mr. Estremera's only concern was that we stay consistent with the JPA agreement of having a chair and vice chair in rotation.

Ms. Sarah Palmer discussed the proposed Ad Hoc committee and stated that she would like to see a representation of all areas of the Delta. Both Ms. Palmer and Mr. Estremera stated that as long as staff does most of the application review, they support the Ad Hoc committee.

Move to Approve Resolution to Establish the DCA Stakeholder Engagement Committee with an amendment to clarify that the Committee would include a Chair designated by Director Palmer and

Vice-Chair designated by President Estremera consistent with the rotation for the environmental committee in the JPA and Form an Ad Hoc Committee of President Estremera and Director Palmer,

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 19-12).

d. Consider Passing Resolution Authorizing Award of Contract to an Audiovisual (AV) Systems Integrator to Provide Equipment and Installation Services

Recommendation: Adopt Resolution Authorizing Award of Contract to an Audiovisual (AV) Systems Integrator to Provide Equipment and Installation Services

Ms. Kathryn Mallon explained how the DCA did a competitive bid for the AV equipment for the new building. This equipment is allowing the DCA to work collaboratively through video/audio with individuals all over the world and will be in all of the conference rooms.

Move to Approve Resolution to Authorize Award of Contract to an Audiovisual (AV) Systems Integrator

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 19-13).

e. Consider Passing Resolution Authorizing Award of Contract to an IT Managed Services Provider (MSP) to Provide IT Equipment and Support Services

Recommendation: Adopt Resolution Authorizing Award of Contract to an IT Managed Services Provider (MSP) to Provide IT Equipment and Support Services

Ms. Kathryn Mallon briefly mentioned the reason for the IT needs in the new building. Mr. Estremera asked if January is still the expected move in date. Ms. Mallon stated that we will be moving in the first week of January for the desking area, with a one-month delay for the first floor Board room.

Move to Approve Resolution to Authorize Award of Contract to an IT Managed Services Provider (MSP),

as noted: Palmer
Second: Blois
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 19-14).

f. Consider Passing Resolution Authorizing Award of Contract to Miles Treaster and Associates for Office Furniture

Recommendation: Adopt Resolution Authorizing Award of Contract to Miles Treaster and Associates for Office Furniture

Ms. Kathryn Mallon explained how the DCA did a competitive bid for the office furniture at the new office. A 7-member committee did site visits and reviewed proposals leading Miles Treaster and Associates to be identified as the highest qualified.

Move to Approve Resolution to Authorize Award of Contract to Miles Treaster and Associates,
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 19-15).

g. Consider Passing Resolution Authorizing Award of Contract to Primary and Back-Up Internet Service Providers for the New DCA Office Space

Recommendation: Adopt Resolution Authorizing Award of Contract to Primary and Back-Up Internet Service Providers for the New DCA Office Space

Ms. Kathryn Mallon mentioned the need for a primary and back-up internet service provider in case one of them goes down.

Move to Approve Resolution to Authorize Award of Contract to Primary and Back-Up Internet Service Providers,
as noted: Palmer
Second: Blois
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 19-16).

h. September DCA Monthly Report

Ms. Kathryn Mallon briefly discuss the Board report which is still under development.

8. STAFF REPORTS AND ANNOUNCEMENTS:

a. Executive Director's Report

A written report was provided in the Board package. Ms. Kathryn Mallon mentioned the move-in delay for the Board room at the new space. The DCA is still on target for the rest of the building for January 1st. Policies and procedures are nearly complete as well as roll out.

b. DWR Environmental Manager's Report

A written report was provided in the Board package. Ms. Carrie Buckman mentioned the public participation program discussed earlier in the meeting. In addition, processes and procedures are underway for the environmental work that is upcoming. A NOP is expected to be issued at the end of the year. Ms. Buckman referenced a change in our internal team. Mr. Tony Meyers is the new deputy director of DWR. He also is now the executive director of the DCO state water project.

c. General Counsel's Report

A written report was provided in the Board package. Mr. Nelson highlighted the stakeholder engagement committee and how the DCA will be moving forward with getting the application posted. Mr. Nelson mentioned the Brown Act and Public Records Act training held recently for DCA members. Lastly, in regards to the comms procurement, this has been distributed again to get more proposals resulting in 5 applicants. These applications are currently under review with the hope to bring a contract award to the October Board meeting.

d. Treasurer's Report

A written report was provided in the Board package. Ms. Katano Kasaine referenced the report in regards to the \$2M that the DCA had at the end of August. Since then there have been two large payments made towards the lease at 980 9th Street. An additional transfer was made for tenant improvements leaving a balance of approximately \$798K.

e. Verbal Reports

Ms. Sarah Palmer discussed a recent tour she went on with Region 4 in the Delta. She expressed the value of the trip in regards to us forming a stakeholder group after listening to some very passionate residents of the Delta.

9. FUTURE AGENDA ITEMS:

No requested future agenda items.

10. ADJOURNMENT:

President Estremera adjourned the meeting at 3:20 p.m., in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento.

Board Memo

Contact: Rob McCarthy, IT Manager

Date: October 17, 2019 Board Meeting

Item No. 6a

Subject:

Informational item concerning award of a contract to Silvacom Group for the Jambo Software as a Solution (SaaS) product that facilitates external stakeholder data management by organizing, tracking, planning, and reporting stakeholder events and communications.

Executive Summary:

After preparing business requirements and conducting a software market analysis, four software vendors were short-listed. The four short-listed vendors presented web-based demonstrations to business users, technical requirements were reviewed, and license quotes solicited. The Jambo SaaS product selected was preferred by the business users, scored a high rating, and the annual licensing fee was less than other vendor quotes provided. The Executive Director intends to award a 24-month contract to Silvacom Group for the Jambo SaaS product in order to simplify and improve DCA external stakeholder engagement, for the not-to-exceed amount of \$70,000.

Detailed Report:

The DCA will have an extensive outreach, engagement, communications, and consultation with external stakeholders from public agencies to commercial businesses and private residents.

Public Agencies such as:

- The DCA
- Federal, State and local funding institutions
- California State departments, agencies and affiliated organizations
- County of Sacramento departments, agencies and affiliated organizations
- Municipal departments, agencies and affiliated organizations

Commercial Stakeholders such as:

- Local businesses within or impacted by the Delta
- Local engineering, construction management and construction firms
- Local small or disabled veteran businesses
- Political action entities

Non-Commercial Stakeholders such as:

- Landowners in the Delta or other locations impacted by the program
- Individuals with interest in actively supporting or opposing the program

The data complexity and variety, as well as, volume of queries, complaints, and commentary demand a modern, technically sound, yet flexible data management information system for information interfaces such as:

- Information capture and processing
 - Customer Service (telephonic, email, social media)
 - Mobile (field)
 - Audio-visual (meetings and field)
 - Office, remote and mobile processing
- Information Output DCA Internal
 - Commentary
 - Case history
 - Analysis reporting, detail and summary
 - Case performance KPIs
- Information Output DCA External
 - Questions and answers
 - Actions and action status reporting
 - Support reports and multi-media information release
 - Support public transparency regulations
 - Permit pre-release legal and public relations review
 - Protect citizens' privacy

Stakeholder communications software enables the DCA to record interactions with external stakeholders and facilitate, track, and log responses. Standard operating scenarios in which the DCA interfaces with external stakeholders were considered. In these public engagement scenarios, required information is generated, collected, processed and transmitted with legal oversight.

Business functional needs and system requirements were developed into a set of evaluation features used to score commercial software in the marketplace. Software regarded favorably in current Gartner 2018-19 publications, as well as, niche software review websites were considered. Vendors were selected and contacted for further market analysis. Software websites were studied and scored with respect to business needs and technical features. Marketplace analysis resulted in a short-list of four SaaS products.

Staff requested the shortlisted vendors demonstrate how their product can be used to plan and manage information under the business scenarios. Following each vendor demonstration,

business users and technical staff collectively scored the software on its capability to meet business requirements. Software licensing fees were evaluated. The Jambo SaaS product selected was preferred by the business users, scored a high rating, and the annual licensing fee was less than the amount quoted by other vendors. Technical discussions were conducted with the selected vendor to confirm cybersecurity requirements and IT platform specifications.

Silvacom Group, the authorized dealer for the Jambo SaaS product, quoted a 25-user annual license fee of \$34,920. The DCA will utilize the Jambo SaaS product for 2 years at an estimated cost of \$69,840, which will be rounded up to \$70,000 for purposes of establishing a not-to-exceed value of the contract.

Pursuant to Section 6(a) of the DCA Purchasing & Procurement Policy, procurement of contracts under \$75,000 are not subject to competitive sealed bidding or best value procurement and may be procured by any alternative means. The DCA engaged in an informal procurement process as described above and determined the Jambo SaaS product to be the best value product meeting the DCA's needs.

Funding:

The fiscal year 2019-20 Budget Approval included \$8.43 million for Administration, which includes \$2.48 million for Information Technology expenditures of which approximately \$35,000 will be expended on this agreement. DCA expenditures will be funded through contributions provided by the Department of Water Resources (DWR) and the State Water Contractors. Funding for on-going support in successive years will be provided through contributed funds, bonds issued by the DWR, or funds raised by the Delta Conveyance Finance Authority through WIFIA loans or bond issuances.

Recommended Action:

Receive this informational memo regarding the Executive Director's decision to execute a 24-month contract with Silvacom Group for the Jambo SaaS product in order to simplify and improve DCA external stakeholder engagement, for the not-to-exceed amount of \$70,000.

Attachments:

None.

Board Memo

Contacts: Kathryn Mallon, Executive Director

Date: October 17, 2019 Board Meeting

Item No. 7a

Subject:

Consider Passing Resolution to Appoint and Formalize DCA Delta Stakeholder Engagement Committee.

Executive Summary:

The DCA Board adopted a Resolution at its September meeting to establish the DCA Delta Stakeholder Engagement Committee. This Committee included up to sixteen public members and up to five ex officio members. While the deadline for public member applications was initially October 4th, community members requested additional time. As such, the deadline was extended to October 11th. The Board ad hoc committee and staff are currently reviewing these applications and will provide potential appointees for Board consideration at the October 17th Board meeting.

Detailed Report:

The Board of Directors established the Delta Stakeholder Engagement Committee at its September meeting. In doing so, the Board appointed Director Palmer or her designee as Committee Chair and President Estremera or designee as Vice-Chair. Director Palmer will serve as Chair, and President Estremera has designated Alternate Director Keegan to serve as Vice-Chair. The Board also appointed President Estremera and Director Palmer to serve as an ad hoc committee to assist staff in reviewing public applications to the Committee.

In addition to the Chair and Vice-Chair, the Committee is composed of up to sixteen public members representing various stakeholder groups. Staff solicited public applications with an initial deadline of October 4th. Based on feedback, this deadline was extended to October 11th. As applications must be postmarked by October 11th for consideration, staff has not received all potential applications as of the date of this report.

The Board ad hoc committee and staff will meet once all eligible applications are received to determine recommended public members to the Committee. The ad hoc committee and staff will also consider potential ex officio members for Board consideration. These recommendations will be presented at the Board meeting.

Board Memo

Contact: Kathryn Mallon, Executive Director

Date: October 17, 2019 Board Meeting

Item No. 7b

Subject:

Consider Passing Resolution to Award Contracts for General Communications Support Services and Graphics Support Services.

Executive Summary:

After completing a Request for Qualification process pursuant to the issuance of RFQ 1904, staff recommends the Board authorize the Executive Director to negotiate and execute agreements with the respondents whose responses are the most advantageous to the DCA, VMA Communications, Inc., and AP 42, LLC, for general communications support services and graphics support services, respectively.

Detailed Report:

As directed by the Governor and building on work already conducted, the Department of Water Resources (DWR) is pursuing a new environmental review and planning process for a single tunnel solution to modernize the State Water Project's Delta Conveyance. Modernizing the Delta Conveyance paired with complementary projects that improve water recycling, recharge depleted groundwater reserves, strengthen existing levee protections and improve Delta water quality, is critical to building a resilient water supply for California's communities and economy.

The Delta Conveyance Design and Construction Authority (DCA) has an opportunity to begin community engagement around this newly reset project in a manner that is transparent, authentic and in partnership with local community stakeholders whose interests and voices must be heard in order to protect access to water for millions of Californians and creatively mitigate local construction impacts.

The DCA requires the services of highly qualified consultants to provide communications support services to work collaboratively with the engineering and stakeholder engagement staff within the DWR and the DCA. The materials developed will largely be presented in various public forums and made available to the general public on the DCA website. These materials are also anticipated to be incorporated into the interactive displays and other communication tools hosted in the DCA's 300 sf Educational Center at its Sacramento Headquarters.

In accordance with Section 8 of the DCA Purchasing & Procurement Policy, RFQ 1904 was issued on August 26, 2019, via PlanetBids, to solicit statements of qualification (“SOQ”) from experienced and qualified consultants to provide communications support services for the DCA. SOQs were received from four firms and evaluated by an evaluation panel of stakeholder engagement personnel. The four respondents were invited to an interview session before the evaluation panel to provide a prepared piece of marketing material based on a prompt communicated to each respondent and to answer questions from the panel.

The five scoring criteria under RFQ 1904 were 1) Firm Qualifications and Experience, 2) Personnel Performance and Experience, 3) Innovative Ideas, 4) SBE or DVBE , and 5) Fee/Cost. Services under RFQ 1904 were split into two general categories – general communications support services (including meeting facilitation) and graphics support services. Scoring was provided by the evaluation panel for each of these categories.

The following are the scoring results for general communications support services:

Firm	Points (Max of 500)
VMA Communications	401.26
Fiona Hutton & Associates	358.72
Watermark	273.98
AP42	258.33

The following are the scoring results for graphics support services:

Firm	Points (Max of 500)
AP42	420.00
Fiona Hutton & Associates	325.38
VMA Communications	282.93
Watermark	188.98

Based on these results, DCA staff recommends authorizing the Executive Director to negotiate and execute: (1) a 3-year agreement (optional 2-year extension) with VMA Communications, Inc., with a total not-to-exceed contract amount of \$1.2 million and \$300,000 DCA controlled contingency for general communications support services and (2) a 3-year agreement (optional 2-year extension) with AP42, LLC, with a total not-to-exceed contract amount of \$700,000 and \$175,000 DCA controlled contingency for graphics support services.

Funding:

The Fiscal Year 2019-20 Budget Approval included for Stakeholder Engagement was \$5.4 million, which includes \$2.5 million for General Communications Support Services and Graphics Support Services of which approximately \$400,000 will be expended in the current fiscal year on these agreements.

Delta Conveyance expenditures will be funded through contributions provided by the Department of Water Resources (DWR) and the water contractors. Funding for on-going support in successive years will be provided through remaining contributed funds, bonds issued by the DWR, or funds raised by the Delta Conveyance Finance Authority through WIFIA loans or bond issuances.

Recommended Action:

Adopt the attached resolution authorizing the Executive Director to negotiate and execute: (1) a 3-year agreement (optional 2-year extension) with VMA Communications, Inc., with a total not-to-exceed contract amount of \$1.2 million and \$300,000 DCA controlled contingency for general communications support services and (2) a 3-year agreement (optional 2-year extension) with AP42, LLC, with a total not-to-exceed contract amount of \$700,000 and \$175,000 DCA controlled contingency for graphics support services. All services will be directed by the Executive Director and staff.

Attachments:

Attachment 1 - 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

**EXECUTE AGREEMENTS TO PROVIDE GENERAL COMMUNICATIONS SUPPORT SERVICES
AND GRAPHICS SUPPORT SERVICES**

Whereas, there is a need to procure communications support services from consultants to work collaboratively with the engineering and stakeholder engagement staff within the California Department of Water Resources and the DCA; and

Whereas, the DCA has determined that VMA Communications, Inc., and AP42, LLC, will best serve this need as described in the staff report; and

Whereas, in accordance with Section 8 of the DCA Purchasing & Procurement Policy, RFQ 1904 was issued on August 26, 2019, via PlanetBids, to solicit statements of qualification (“SOQ”) from experienced and qualified consultants to provide communications support services for the DCA; and

Whereas, services under RFQ 1904 were split into two general categories – general communications support services (including meeting facilitation) and graphics support services. Scoring was provided by the evaluation panel for each of these categories; and

Whereas, VMA Communications, Inc., and AP42, LLC, submitted responses to RFQ 1904 that were deemed to be the most advantageous to the DCA for general communications support services and graphics support services, respectively; and

Whereas, VMA Communications, Inc., is hereby awarded a contract to provide general communications support services pursuant to Section 8 of the DCA Purchasing & Procurement Policy; and

Whereas, AP42, LLC, is hereby awarded a contract to provide graphics support services pursuant to Section 8 of the DCA Purchasing & Procurement Policy.

Now, therefore, be it resolved that the DCA Board hereby awards a contract to and authorizes the Executive Director to negotiate and execute: (1) a 3-year agreement (optional 2-year extension) with VMA Communications, Inc., with a total not-to-exceed contract amount of \$1.2 million and \$300,000 DCA controlled contingency for general communications support services and (2) a 3-year agreement (optional 2-year extension) with AP42, LLC, with a total not-to-exceed contract amount of \$700,000 and \$175,000 DCA

controlled contingency for graphics support services.

* * * * *

This Resolution was passed and adopted this 17th day of October, 2019, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Tony Estremera, Board President

Attest:

Sarah Palmer, Secretary



DCA

DELTA CONVEYANCE DESIGN
& CONSTRUCTION AUTHORITY

Monthly Board Report

OCTOBER 2019

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

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EXECUTIVE
SUMMARY

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ENGINEERING
& FIELD WORK

3

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ENGAGEMENT

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PROGRAM
MANAGEMENT

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Agenda Item 7c

Section 1 | Executive Summary

Program Initiation. The DCA continues to focus on standing up the organization with sound governance and comprehensive policies and procedures to guide the work. This work will continue through the end of the year. The team has completed the Project Management Information System Master Plan and has rolled out several new systems including the Authority's Document Management System, and the Budget, Cost and Invoice Management Systems (minimal functionality). We will continue to select software and implement systems over the next year based on prioritization of need.

Engineering. The engineering team has been advancing the concept design of the key program components focused on confirming the previous work, finalizing the sizing criteria, mitigating impacts, and addressing issues raised in the previous environmental documentation. The geotechnical teams have been importing existing geotechnical data into a geo-model in order to map the existing soil conditions. This information will be critical for evaluating alternatives identified in the upcoming Planning Process.

The logistics team has been collecting and mapping existing information on the feasibility and conditions of the various roadway, rail, and barging transportation routes. This information will be used to help inform the feasibility of various tunnel corridor alternatives.

Stakeholder Engagement. The stakeholder engagement team has been supporting planning efforts to stand up the DCA Board Stakeholder Committee including the application process and topic roadmap. The next 6 months will be heavily focused on Committee facilitation activities including

preparation of engineering material to feed into the meetings.

Budget. The DCA has committed approximately \$70.4M of the budgeted \$82M and is forecasting an estimate at completion of approximately \$76M. This is \$6M below budget and well within the Board approved budget of \$82M.

Schedule. We are in receipt of the planned preliminary CEQA schedule from DWR and are currently preparing a baseline schedule of DCA activities to integrate with the DWR schedule. We have included several key CEQA milestones in our schedule and have

created a draft Schedule Report template in this month's report (See page 14). The current plan includes issuing a Notice of Preparation in December 2019 and beginning the Environmental Impact in April 2020.

Monthly Budget Summary (FY 2019/2020)

Category	Current Budget	Current Contingency	Current Commitments	Incurred To Date	EAC	Variance
Program Management	\$ 8,800,000	\$ 1,600,000	\$ 6,669,521	\$ 1,829,913	\$ 6,164,978	(2,635,022)
Project Controls	\$ 5,250,000	\$ 700,000	\$ 4,290,051	\$ 1,333,291	\$ 5,270,000	20,000
Stakeholder Engagement	\$ 4,700,000	\$ 700,000	\$ 4,290,804	\$ 352,157	\$ 4,404,666	(295,334)
Administration	\$ 6,930,000	\$ 1,500,000	\$ 3,607,209	\$ 1,929,492	\$ 6,657,663	(272,337)
Engineering	\$ 31,800,000	\$ 5,800,000	\$ 28,983,773	\$ 2,368,930	\$ 29,683,773	(2,116,227)
Field Work	\$ 21,460,000	\$ 4,900,000	\$ 21,352,157	\$ 1,123,580	\$ 21,456,957	(3,043)
Property Access and Acquisition	\$ 3,060,000	\$ 600,000	\$ 1,132,659	\$ 293,646	\$ 2,358,659	(701,341)
	\$ 82,000,000	\$ 15,800,000	\$ 70,326,174	\$ 9,231,009	\$ 75,996,696	\$ (6,003,304)

Section 2 | Engineering & Field Work

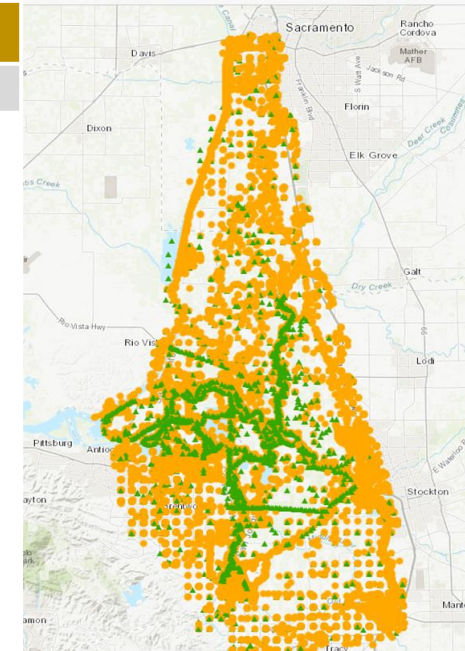
Field Work

Completed

- Finalized evaluation of geoBIM platforms for project integration of subsurface model data

Ongoing

- Continued screening of historic subsurface data within the Delta
- Prepared Draft model entry agreements and supporting documentation for private property access
- Initialized development of subsurface model (Geo-BIM) of the Delta to support EIR and conceptual engineering



General Work

Completed

- Engineering Execution Plan

Ongoing

- Preparing templates to transfer information from engineering team to environmental team
- Compiling Delta-wide Assessment data to support the NOP process
- Continued preparation of systemwide hydraulics and capacity study
- Continued development of logistics and constraints maps to support study of various corridor alternatives and facility locations
- Developing quantity estimates to support site access and logistics requirements
- Initiated development of hydraulic design criteria and Pumping Plant design criteria
- Initiated investigation into South Forebay and south Delta Conveyance facilities siting
- Continued development of rough order of magnitude cost model

[more >](#)

Section 3 | Stakeholder Engagement

The DWR and DCA team is continuing to meet with key stakeholders in the Delta to advance the dialog on key areas of concern and opportunities to work better together through the planning process. The meetings continue to be instructive. Over the past month, collaborative meetings have been held with representatives of the following organizations:

- Department of Transportation, Sacramento County
- MBK Engineers
- Delta Legacy Communities
- Mayor's Office, City of Stockton
- Recreational Fishing Outfitter
- Delta Heartbeat Tour
- Agricultural Commissioner's Office, Sacramento County

The DCA continues to schedule meetings with impacted Delta interest groups to gather information and understand concerns with regards to existing transportation networks. The information gathered will help inform potential transportation strategies to minimize the impacts to the local communities during construction and long-term operations.

The DCA is also supporting and preparation for the DCA Stakeholder Committee.

Upcoming Engagement Calendar

Monday	Tuesday	Wednesday	Thursday	Friday
September 30	October 1	2	3	4
7	8 Delta Visitor's Center, Ad hoc Committee	9 North Delta Water Agency / Central Valley Flood Control Association	10	11
14	15	16 Sandhill Crane Reserve	17 Recreational Fishing Outfitter	18
21	22	23	24 Contra Costa County, Public Works	25

Section 4 | Program Management

Program Management

Key management plans and procedures are complete and training is underway to serve as foundational governance as the DCA Program evolves. Program team members have specific business process workflows, roles, responsibilities, templates and instruction for executing work within supporting program management systems.

Key Accomplishments

- DCA has developed a total of 90 reference documents including plans, procedures, guidelines and templates, which govern key functional operations and demonstrate integral touch points in day-to-day processes for sound and consistent organizational understanding to support overall organizational success.
- Senior management facilitated two audience focused, DWR and internal DCA, partnering sessions to engage all levels of the organization to participate in defining DCA vision, mission, values, goals and objectives.

Program Controls

Program Controls continues to manage and track cost including budget, commitments, invoicing and payments. The DCA Program Master Schedule is in progress, which will incorporate functional group activities and identify key milestones. Document Management has procured software for secure migration of documents from legacy Document Management systems into the newly launched DCA Document Management System. The Project Management Information System (PMIS) is active and continual enhancements are being made to support business requirements.

Key Accomplishments

- Continued migration of legacy documents into DCA SharePoint site
- Preparation of draft consolidated schedule baseline
- Participation in eBuilder cost workflow design workshops with the Information Technology group to develop priority eBuilder workflows

Administration

The team continues to focus on managing the move to the new office building, which is on schedule for move-in January of 2020. In addition, staff has been facilitating and participating in a Chartering Process to focus aligning agencies and leadership on roles, goals and direction. Ongoing efforts continue to support transition of the DCA as an employer.

Key Accomplishments

- Continued to work on the new building space design, office furniture selections and furnishings
- Finalizing the Internet provider agreements with Consolidated Communication and AT&T
- Finalizing the managed services provider agreement with Direct Technology
- Finalizing the audiovisual agreement with AVI-SPL

Section 5 | Budget

Budget Summary

Budget Forecast FY 2019/20. The DCA has committed approximately \$70.3M of the budgeted \$82M (85% Committed) and is forecasting approximately \$5.6M in additional commitments for the Fiscal Year. Our current estimate at completion (EAC) is \$76M which is \$6Mil below are budget exclusive of contingency. At this time, we do not anticipate the need for any contingency drawdown during the Fiscal Year. (See pages 6-7).

Budget Change Requests. During the reporting period, two budget change requests were approved: 1) The DCA approved a new \$18,000 budget request for Ring Central to provide voice over IP services and 2) The DCA also approved a new budget request of \$12,000 for AT&T to provide internet services. Both budget change requests were drawn from an

existing Administration allowance included in the FY 2019/20 Approved Budget. (See page 8).

Planned Cash Flow. The DCA has secured approximately \$30Mil in funding including approximately \$10Mil in funding from 3 of the participating SWCs. The DCA is awaiting Board approval from the remaining SWC participants to achieve full funding levels. Our current cost forecast indicates that we will exceed our existing funding levels in January of 2020. This is based on earned value (or work complete). (See page 8).

Budget Detail

WBS	Fiscal Year	Original Budget	Current Budget	Contingency	Commitments	Pending Commitments	Incurred to Date	% Spent	Remaining Budget	% Rem	EAC	Variance
Fiscal Year 18/19 Expenditures	2018/2019	\$ 133,570,000	\$ 14,240,000	\$ -	\$ 14,240,000	\$ -	\$ 13,486,158	95%	\$ 753,842	0	\$ 13,500,000	\$ (740,000)
Delta Conveyance	2019/2020	\$ 97,800,000	\$ 82,000,000	\$ 15,800,000	\$ 70,326,174	\$ 2,088,000	\$ 9,231,009	11%	\$ 72,768,991	89%	\$ 75,996,696	\$ (6,003,304)
Program Management	2019/2020	\$ 10,400,000	\$ 8,800,000	\$ 1,600,000	\$ 6,669,521	\$ -	\$ 1,829,913	21%	\$ 6,970,087	79%	\$ 6,164,978	\$ (2,635,022.31)
Executive Management	2019/2020	2,000,000	2,000,000	-	2,359,252	-	507,229	25%	1,492,771	75%	2,082,229	82,229
Legal Counsel	2019/2020	3,020,000	2,970,000	-	550,000	-	155,841	5%	2,814,159	95%	605,841	(2,364,159)
Audit	2019/2020	100,000	100,000	-	100,000	-	25,000	25%	75,000	75%	50,000	(50,000)
Treasury	2019/2020	160,000	160,000	-	153,046	-	34,737	22%	125,263	78%	124,737	(35,263)
Health & Safety	2019/2020	100,000	100,000	-	100,000	-	-	0%	100,000	100%	84,000	(16,000)
Quality	2019/2020	750,000	750,000	-	750,000	-	-	0%	750,000	100%	508,000	(242,000)
Program Initiation	2019/2020	2,130,000	2,180,000	-	2,120,171	-	1,009,972	46%	1,170,028	54%	2,170,171	(9,829)
Sustainability	2019/2020	540,000	540,000	-	537,052	-	97,134	18%	442,866	82%	540,000	-
Contingency	2019/2020	1,600,000	-	1,600,000	-	-	-	0%	-	-	-	-
Program Controls	2019/2020	\$ 5,950,000	\$ 5,250,000	\$ 700,000	\$ 4,290,051	\$ -	\$ 1,333,291	25%	\$ 3,916,709	75%	\$ 5,270,000	\$ 20,000
Cost, Schedule and Document Control	2019/2020	3,950,000	3,950,000	-	3,771,494	-	1,043,500	26%	2,906,500	74%	3,950,000	-
Procurement	2019/2020	1,020,000	1,020,000	-	290,004	-	124,692	12%	895,308	88%	1,020,000	-
Risk Management	2019/2020	280,000	280,000	-	228,553	-	165,099	59%	114,901	41%	300,000	20,000
Contingency	2019/2020	700,000	-	700,000	-	-	-	0%	-	0%	-	-

Section 5 | Budget *continued*

Budget Detail

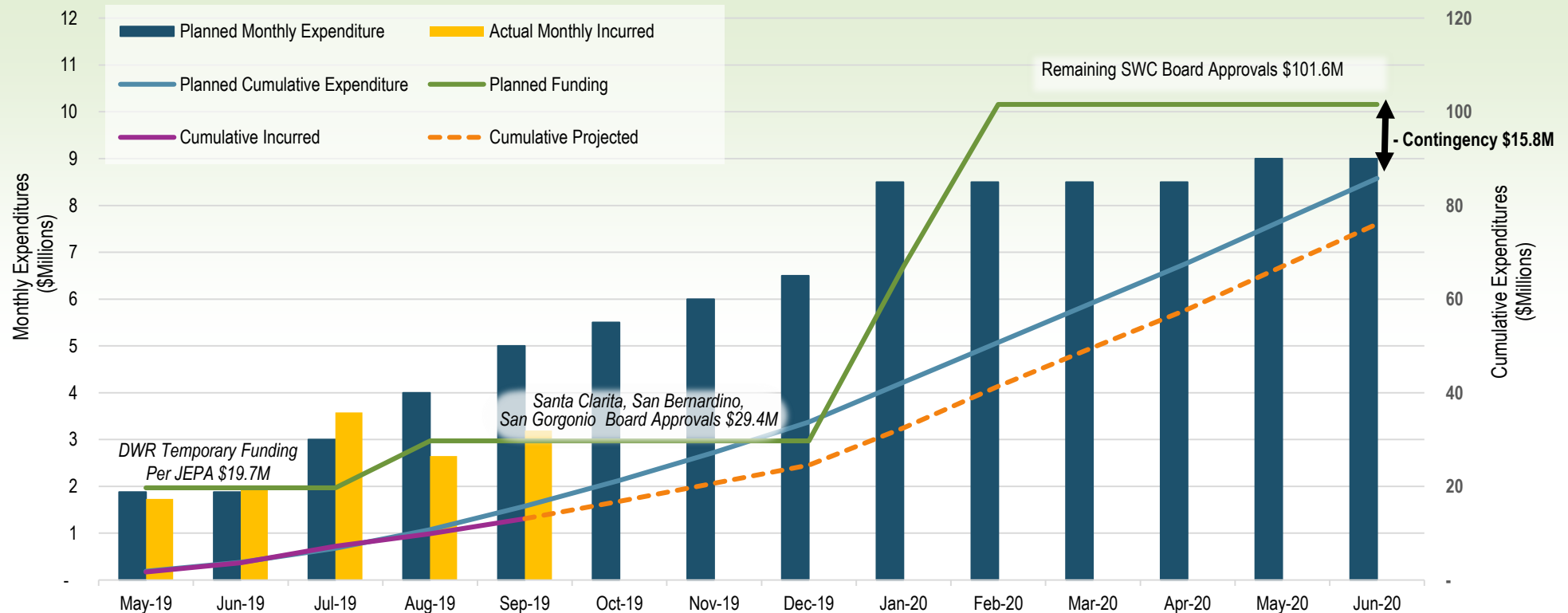
WBS	Fiscal Year	Original Budget	Current Budget	Contingency	Commitments	Pending Commitments	Incurred to Date	% Spent	Remaining Budget	% Rem	EAC	Variance
Stakeholder Engagement	2019/2020	\$ 5,400,000	\$ 4,700,000	\$ 700,000	\$ 4,290,804	\$ -	\$ 352,157	7%	\$ 4,347,843	93%	\$ 4,404,666	\$ (295,334)
Engineering Coordination	2019/2020	1,497,000	1,497,000	-	1,496,457	-	205,400	0%	1,291,600	100%	1,372,909	(124,091)
Outreach	2019/2020	2,173,000	1,923,000	-	1,765,909	-	146,757	8%	1,776,243	92%	1,561,757	(361,243)
Committee Management	2019/2020	-	250,000	-	-	-	-	0%	250,000	100%	440,000	190,000
Economic Development	2019/2020	1,030,000	1,030,000	-	1,028,438	-	-	0%	1,030,000	100%	1,030,000	-
Contingency	2019/2020	700,000	-	700,000	-	-	-	0%	-	0%	-	-
Administration	2019/2020	\$ 8,430,000	\$ 6,930,000	\$ 1,500,000	\$ 3,607,209	\$ 2,088,000	\$ 1,929,492	28%	\$ 5,000,508	72%	\$ 6,657,663	\$ (272,337)
Facilities & Operations	2019/2020	3,800,000	3,800,000	-	1,773,705	1,908,000	1,641,198	43%	2,158,802	57%	3,948,448	148,448
Human Resources	2019/2020	650,000	650,000	-	210,000	-	49,215	8%	600,785	92%	229,215	(420,785)
Information Technology	2019/2020	2,480,000	2,480,000	-	1,623,504	180,000	239,079	10%	2,240,921	90%	2,480,000	-
Contingency	2019/2020	1,500,000	-	1,500,000	-	-	-	0%	-	-	-	-
Engineering	2019/2020	\$ 37,600,000	\$ 31,800,000	\$ 5,800,000	\$ 28,983,773	\$ -	\$ 2,368,930	7%	\$ 29,431,070	93%	\$ 29,683,773	\$ (2,116,227)
Engineering Management	2019/2020	2,900,000	2,300,000	-	600,000	-	74,369	3%	2,225,631	97%	600,000	(1,700,000)
Engineering	2019/2020	27,900,000	27,900,000	-	27,883,773	-	2,098,464	8%	25,801,536	92%	27,883,773	(16,227)
DWR Engineering Coordination	2019/2020	-	600,000	-	-	-	-	0%	600,000	100%	600,000	-
Environmental Coordination	2019/2020	1,000,000	1,000,000	-	500,000	-	196,097	20%	803,903	80%	600,000	(400,000)
Contingency	2019/2020	5,800,000	-	5,800,000	-	-	-	0%	-	0%	-	-
Field Work	2019/2020	\$ 26,360,000	\$ 21,460,000	\$ 4,900,000	\$ 21,352,157	\$ -	\$ 1,123,580	5%	\$ 20,336,420	95%	\$ 21,456,957	\$ (3,043)
Geotech	2019/2020	20,440,000	20,440,000	-	20,436,957	-	1,032,009	5%	19,407,991	95%	20,436,957	(3,043)
Survey	2019/2020	1,020,000	1,020,000	-	915,200	-	91,571	9%	928,429	91%	1,020,000	-
Contingency	2019/2020	4,900,000	-	4,900,000	-	-	-	0%	-	0%	-	-
Property Access & Acquisition	2019/2020	\$ 3,660,000	\$ 3,060,000	\$ 600,000	\$ 1,132,659	\$ -	\$ 293,646	10%	\$ 2,766,354	90%	\$ 2,358,659	\$ (701,341)
Property Access Management	2019/2020	360,000	360,000	-	358,659	-	113,834	32%	246,166	68%	358,659	(1,341)
Easements	2019/2020	1,700,000	1,700,000	-	-	-	-	0%	1,700,000	100%	1,000,000	(700,000)
Temporary Access	2019/2020	1,000,000	1,000,000	-	774,000	-	179,812	18%	820,188	82%	1,000,000	-
Land Purchases	2019/2020	-	-	-	-	-	-	0%	-	100%	-	-
Contingency	2019/2020	600,000	-	600,000	-	-	-	0%	-	0%	-	-

Section 5 | Budget *continued*

Budget Change

WBS	Current Budget	Change Request	% Change	Revised Budget	Description	Budget Source	Status (Pending, Approved)
Administrative							
Utilities - ATT	\$ -	\$ 12,000	NA	\$ 12,000	Internet	Administration Allocation Transfer	Approved
Utilities - Ring Central	\$ -	\$ 18,000	NA	\$ 18,000	Voice IP	Administration Allocation Transfer	Approved

DCA FY18/19 May & June + FY19/20 Planned Cash Flow



Section 6 | Contracts

Contract Summary. The table on pages 9-11 summarize the status of all executed task orders to date.

New Commitments. DCA executed no new commitments during the reporting period.

Procurement. The DCA has nine (9) pending commitments awaiting final approval. These contracts include equipment, installation and services for the new building, as well as two new contracts for Communications and Graphics Support for our Stakeholder Engagement efforts. See page 12.

S/DVBE Participation. This data is still under development. As soon as we have it properly coded into our Project Management Information System, we will begin reporting on our status. This is anticipated to be complete in the next month.

Contract Summary

Contracts	Fiscal Year	Contract Budget	Contingency	Commitments	Incurred to Date	% Spent
180001 Best Best & Krieger LLP		\$ 900,000	\$ -	\$ 900,000	\$ 499,833	56%
TO#1	FY 18/19			346,133	343,992	99%
TO#2	FY 19/20			553,867	155,841	28%
180002 Management Partners		\$ 375,000	\$ -	\$ 375,000	\$ 192,315	51%
	FY 18/19			\$ 375,000	\$ 192,315	51%
180005 e-Builder		\$ 855,633	\$ -	\$ 499,927	\$ 420,331	84%
	FY 18/19			\$ 387,094	\$ 307,498	79%
	FY 19/20			\$ 112,833	\$ 112,833	100%
180006 Jacobs		\$ 93,000,000	\$ 17,000,000	\$ 43,894,580	\$ 7,976,647	18%
TO#1	FY 18/19			\$ 5,278,820	\$ 4,208,985	80%
TO#2	FY 19/20			\$ 38,615,760	\$ 3,767,662	10%
180007 Fugro		\$ 75,000,000	\$ -	\$ 19,863,519	\$ 1,888,409	10%
TO#1	FY 18/19			\$ 927,796	\$ 927,770	100%
TO#2	FY 19/20			\$ 148,156	\$ 128,026	86%
TO#3	FY 19/20			\$ 18,787,567	\$ 832,614	4%
180008 Hamner Jewell Associates		\$ 9,000,000	\$ -	\$ 250,000	\$ 62,081	25%
TO#1	FY 19/20			\$ 250,000	\$ 62,081	0%
180009 Bender Rosenthal		\$ 9,000,000	\$ -	\$ 274,000	\$ 57,981	21%
TO#1	FY 19/20			\$ 274,000	\$ 57,981	0%
180010 Associated ROW Services		\$ 9,000,000	\$ -	\$ 250,000	\$ 59,749	24%
TO#1	FY 19/20			\$ 250,000	\$ 59,749	0%
180011 Michael Baker		\$ 8,000,000	\$ -	\$ 180,000	\$ -	0%
TO#1	FY 19/20			\$ 180,000	\$ -	0%
180013 Psomas		\$ 15,000,000	\$ -	\$ 475,000	\$ -	0%
TO#1	FY 19/20			\$ 475,000	\$ -	0%

Section 6 | Contracts *continued*

Contract Summary *continued*

Contracts	Fiscal Year	Contract Budget	Contingency	Commitments	Incurred to Date	% Spent
180014 CDMSmith		\$ 74,999	\$ -	\$ 47,564	\$ 34,696	73%
TO#1	FY 18/19			\$ 47,564	\$ 34,696	73%
180015 AECOM		\$ 15,000	\$ -	\$ 15,000	\$ 12,579	84%
	FY 18/19			\$ 15,000	\$ 12,579	84%
180016 PlanNet		\$ 74,999	\$ -	\$ 74,999	\$ 62,760	84%
	FY 18/19			\$ 64,677	\$ 62,760	97%
	FY 19/20			\$ 10,322	\$ -	0%
180017 Sextant		\$ 74,999	\$ -	\$ 74,999	\$ 34,962	47%
	FY 18/19			\$ 13,669	\$ 21,889	160%
	FY 19/20			\$ 61,330	\$ 13,073	21%
190001 Bentley Systems ProjectWise		\$ 140,860	\$ -	\$ 100,000	\$ 123,038	123%
	FY 18/19			\$ 100,000	\$ 100,000	100%
	FY 19/20			\$ 40,860	\$ 23,038	56%
190003 Ron Rakich Consulting		\$ 6,000	\$ -	\$ 6,000	\$ 4,593	77%
	FY 18/19			\$ 6,000	\$ 4,593	77%
190005 Management Partners		\$ 3,135,000	\$ -	\$ 802,655	\$ 317,521	40%
TO#1	FY 18/19			\$ 175,655	\$ 175,655	100%
TO#1	FY 19/20			\$ 627,000	\$ 141,866	23%
190008 RMW Architecture & Interiors		\$ 15,125	\$ -	\$ 27,875	\$ 27,054	97%
	FY 19/20			\$ 27,875	\$ 27,054	97%
190009 Parsons		\$ 36,000,000	\$ 4,000,000	\$ 6,297,429	\$ 2,338,886	37%
TO#1	FY 18/19			\$ 474,133	\$ 474,133	100%
TO#1	FY 19/20			\$ 5,823,296	\$ 1,864,753	32%
190010 Porter Consulting LLC		\$ 51,150	\$ -	\$ 50,150	\$ -	0%
	FY 19/20			\$ 50,150	\$ -	0%

continued >

Section 6 | Contracts *continued*

Contract Summary *continued*

Contracts	Fiscal Year	Contract Budget	Contingency	Commitments	Incurred to Date	% Spent
190011 GV/ HI Park Tower		\$ 8,122,584	\$ -	\$ 2,125,608	\$ 1,591,128	75%
Deposit	FY 19/20			\$ 847,073	\$ 847,073	100%
Tenant Improvements				\$ 654,975	\$ 654,975	100%
Lease	FY 19/20			\$ 623,560	\$ 89,080	14%
190013 Jacqueline Blakeley LLC		\$ 25,000	\$ -	\$ 25,000	\$ 3,500	14%
	FY 19/20			\$ 25,000	\$ 3,500	14%
07252018 Hallmark Group		\$ 1,531,360	\$ -	\$ 1,517,593	\$ 1,517,593	100%
	FY 18/19			\$ 1,517,593	\$ 1,517,593	100%
Department of Water Resources			\$ -	\$ 3,264,300	\$ 3,264,300	100%
	FY 18/19			\$ 3,264,300	\$ 3,264,300	100%
	FY 19/20			\$ 72,000	\$ 45,000	63%
AO5218 Metropolitan Water District			\$ -	\$ 3,593,749	\$ 1,959,855	55%
TO#1	FY 18/19			\$ 1,658,749	\$ 1,658,749	100%
TO#1	FY 19/20			\$ 1,935,000	\$ 301,105	16%
Miscellaneous Vendors			\$ -	\$ 296,368	\$ 160,111	54%
Various	FY 18/19	\$ 132,272		\$ 132,272	\$ 131,402	99%
Various	FY 19/20	\$ 164,096		\$ 164,096	\$ 28,709	17%

Section 6 | Contracts *continued*

Contract Procurement

WBS	Description	Contract Type	Annual Budget (FY 2019/20)	Pending Contract Value	Pending Commitment (FY 2019/20)	Procurement Method	Planned Bid Date	Status
Program Management								
Legal Counsel	General Counsel Services	Professional Services	\$ 600,000			RFQ - Best Value	Sep-19	Not Started
Human Resources	Payroll Services	Software and Services	\$ 100,800			Existing Agency Contract Price List	Nov-19	Not Started
Stakeholder Engagement								
Outreach	Graphic Support Services	Professional Services	\$ 150,000	\$ 1,200,000	This Month	RFQ - Best Value	Aug-19	Recommendation To Award
Outreach	Comms Support Services	Professional Services	\$ 150,000	\$ 650,000	This Month	RFQ - Best Value	Aug-19	Recommendation To Award
Administration								
IT - New Building								
Facilities and Operations	IT and AV Fitout for New Building	Material + Installation	\$ 1,533,000	\$ 310,000	\$ 310,000	RFP - Best Value	Aug-19	Award-Pending Execution
Facilities and Operations	IT Managed Services Provider (MSP)	Material + Installation	Incl. Above	\$ 5,500,000	\$ 800,000	RFP - Best Value	Aug-19	Award-Pending Execution
Information Technology	IT Managed Services Provider (MSP)	Professional Services	Incl. Above	Inc. Above	\$ 180,000	RFP - Best Value	Aug-19	Award-Pending Execution
Facilities and Operations	IT Miscellaneous - New Building	Material + Installation	Incl. Above			Existing Agency Contract Price List	Nov-19	Not Started
Facilities and Operations	Voice IP	Utilities	Incl. Above	\$ 223,000	\$ 18,000	Direct Purchase	Sep-19	Recommendation To Award
Facilities and Operations	ATT	Utilities	Incl. Above	\$ 70,380	\$ 12,000	Direct Purchase	Sep-19	Award-Pending Execution
Facilities and Operations	Consolidated Internet	Utilities	Incl. Above	\$ 108,072	\$ 18,000	Direct Purchase	Sep-19	Award-Pending Execution
Facilities and Operations	Furniture	Purchase Order for Goods	\$ 850,000	\$ 750,000	\$ 750,000	Existing Agency Contract Price List	Aug-19	Award-Pending Execution
Information Technology	Miscellaneous Software	Software Licensing	\$ 120,000			Direct Purchase		Not Started

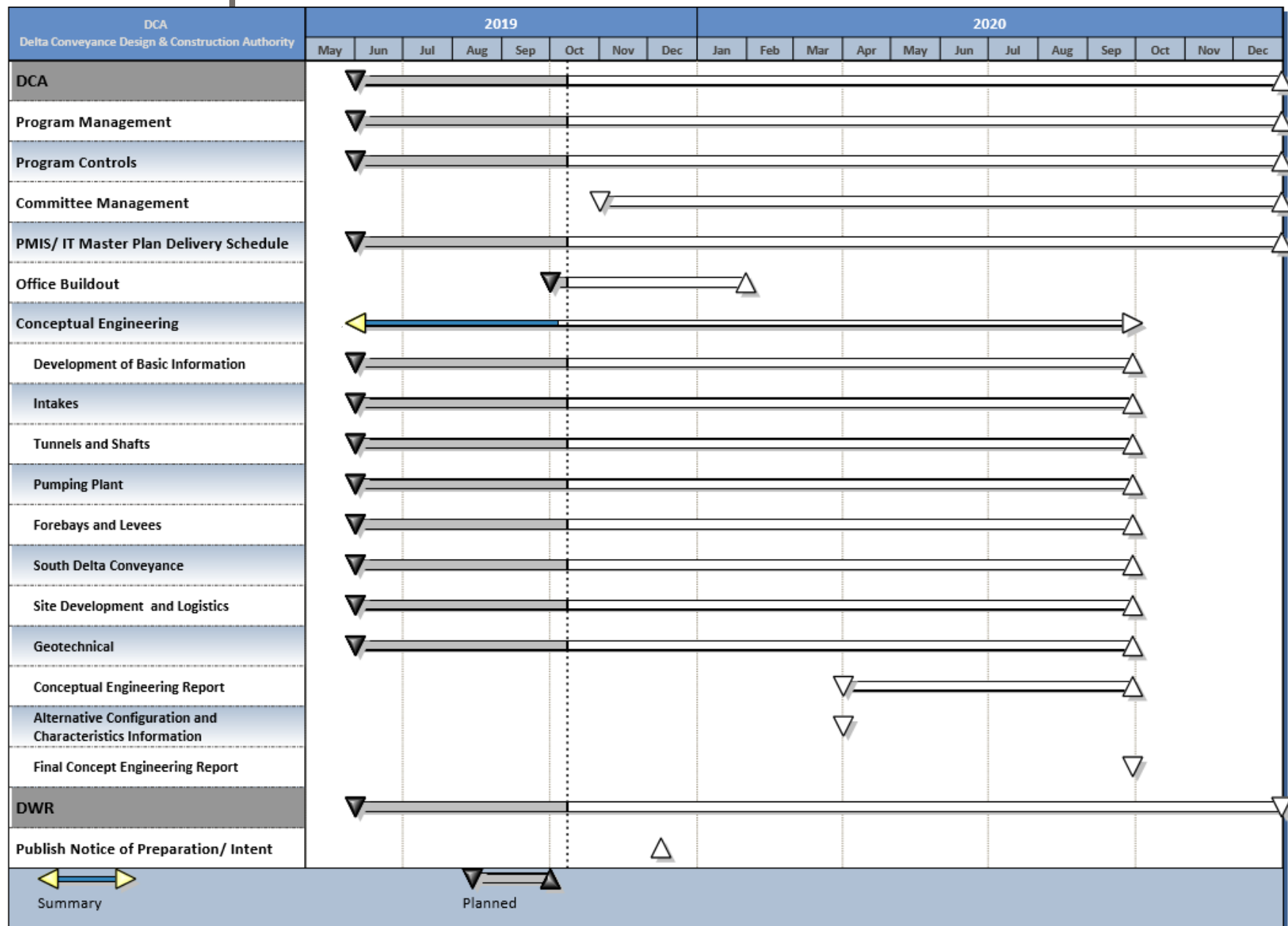
Section 6 | Contracts

S/DVBE Status

Contract / Task Order	Current Commitment	S/DBVE Commitment	% S/DVBE Commitment	Total Spent to Date	S/DVBE Spent to Date	Total % Spent to Date

UNDER
DEVELOPMENT

Section 7 | Schedule



Section 8 | Risk



UNDER
DEVELOPMENT

**INITIAL PROGRAM RISK LOG TO BE
COMPLETED IN DECEMBER 2019**

General Counsel's Report

Contact: Josh Nelson, Interim General Counsel

Agenda Date: October 17, 2019

Item No. 8a

Subject: Status Update

Summary:

The General Counsel continues to assist the DCA on legal matters as requested. For this month, this included (1) assisting with Delta Stakeholder Engagement Committee planning, (2) attending a Delta heritage tour, and (3) coordinating on-going procurements.

Detailed Report:

The General Counsel helped review applications to the Delta Stakeholder Engagement Committee and assisted in planning for the Committee's meetings. This will include a public transparency law training for Committee members at one of the initial meetings.

Our office developed revisions to the DCA's travel policy to reflect best practices while remaining consistent with applicable law. This policy is currently under review.

I attended a Delta heritage tour with DCA staff. The tour was a great opportunity to see many of the historic locations within the Delta. I appreciated the hospitality we received and the opportunity to better understand Delta as place.

Lastly, the General Counsel continues to assist staff with procurement issues. This included finalizing contracts for the procurements authorized by the Board last month: (1) information technology managed services, (2) audio/visual systems and installation and (3) internet service providers. It also includes the communications item on the agenda.

Recommended Action:

Information only.



Treasurer's Report

Contact: Katano Kasaine, Treasurer

Date: October 17, 2019

Item No. 8d

Subject: Treasurer's Monthly Report, September 2019

Summary:

The beginning cash balance for the Delta Conveyance Design and Construction Joint Powers Authority (DCDCA) at September 1, 2019 was \$2,116,907. During September 2019, receipts totaled \$831,936 representing contributions from the Department of Water Resources, Delta Conveyance Office (DCO) for payment of DCDCA obligations. Total disbursements for the month were \$2,164,610. The ending cash balance at September 30, 2019 was \$784,233.

As of September 30, 2019, the DCDCA receivables totaled \$1,737,298 consisting of six invoices to the DCO, of which \$1,351,695 was received through October 8, 2019. Prepaid expenses for the same period were \$74,513. In September 2019, certain expenses incurred from the inception of the DCDCA that met the criteria of capitalization were reclassified to construction in progress resulting in an asset of \$10,620,558 and an increase in net position of the same amount. As of September 30, 2019, total accounts payable were \$1,910,214 and total net position was \$11,306,388.

Attachment 1 consists of financial statements for the month ended September 2019, a schedule of Invoices Paid through September 2019, Aging Schedules for Accounts Payable and Accounts Receivable as of September 30, 2019, and a Project to Date Schedule of Construction in Progress.

Attachment 2 consists of Budget versus Actuals by Appropriation through September 2019.

Detailed Report:

See attached statements.

Recommended Action:

Information, only.

Attachments:

Attachment 1 – September 2019 DCDCA Financial Statements

Attachment 2 – September Budget versus Actuals by Appropriation

**DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY**

Statements of Net Position
As of September 30, 2019

Assets:

Cash	\$	784,233
Accounts receivable		1,737,298
Prepays		74,513
Construction in progress ⁽¹⁾		10,620,558
Total assets	\$	<u>13,216,602</u>

Liabilities:

Accounts payable	\$	<u>1,910,214</u>
Total liabilities		1,910,214

Net position:

Net investment in capital assets		10,620,558
Unrestricted		<u>685,830</u>
Total net position		<u>11,306,388</u>
Total liabilities and net position	\$	<u>13,216,602</u>

⁽¹⁾ Certain expenses from July 2018 to September 2019 were reclassified to construction in progress.

**DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY**

Statement of Cash Receipts and Disbursements

	Month Ended Sep '19	Year to Date Jul '19-Sep '19
Receipts:		
Contributions	\$ 831,936	\$ 5,829,480
Disbursements:		
Environmental planning and design		
Program management	255,193	586,689
Project controls	277,328	547,474
Engineering	126,931	2,469,062
Property access and acquisition	5,406	40,958
Stakeholder engagement	33,710	77,671
Office administration	1,466,042	2,118,980
Total disbursements	2,164,610	5,840,834
Net change in cash	(1,332,674)	(11,354)
Cash at July 1, 2019	—	795,587
Cash at September 1, 2019	2,116,907	—
Cash at September 30, 2019	\$ 784,233	\$ 784,233

**DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY**

Statements of Revenues, Expenses and Changes in Net Position

	Month Ended Sep '19	Year to Date Jul '19-Sep '19
Expenses: ⁽¹⁾		
Environmental planning and design		
Program management	\$ 280,836	\$ 576,025
Stakeholder engagement	23,237	49,577
Office administration	148,351	1,744,824
Total expenses	452,424	2,370,426
Change in net position before contributions	(452,424)	(2,370,426)
Capital contributions:		
DWR - Invoiced through the DCO ⁽²⁾	1,720,308	5,482,536
Total capital contributions	1,720,308	5,482,536
Changes in net position	1,267,884	3,112,110
Net position at June 30, 2019	—	8,194,278
Net position at August 31, 2019	10,038,504	—
Net position at September 30, 2019	\$ 11,306,388	\$ 11,306,388

* Totals may not foot due to rounding.

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

⁽¹⁾ Certain expenses were reclassified to construction in progress.

⁽²⁾ DWR - Department of Water Resources/DCO - Delta Conveyance Office



DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY

Schedule of Invoices Paid
for the Three Months Ended September 30, 2019

Vendor	Invoice #	Invoice Date	Payment Date	Period of Expense	Invoice Amount	Amount Paid
1 The Hallmark Group	180004-07-B	02/28/19	07/01/19	11/01/18 - 02/28/19	\$ 2,623	\$ 2,623
2 Fugro USA Land, Inc.	04.72190201-2	03/04/19	07/11/19	1/21/19-2/14/19	1,175	1,175
3 Jacobs	W8X97001-01EXP	03/04/19	07/11/19	1/21/19-2/22/19	4,852	2,532
4 Metropolitan Water District of So. Ca	501554-T-2	03/19/19	07/11/19	1/1/19-1/31/19	3,113	3,108
5 Metropolitan Water District of So. Ca	501554-2	03/19/19	07/11/19	1/1/19-1/31/19	11,255	9,539
6 Jacobs	W8X97001-02	04/25/19	07/11/19	2/23/19-3/29/19	894,525	894,525
7 Jacobs	W8X97001-02EXP	04/25/19	07/11/19	2/23/19-3/29/19	20,452	18,485
8 Jacobs	W8X97001-03	05/14/19	07/11/19	3/30/2019-4/26/19	633,546	633,546
9 Jacobs	W8X97001-03EXP	05/14/19	07/11/19	3/30/19-4/26/19	14,772	10,462
10 Fugro USA Land, Inc.	04.72190201-4	04/04/19	07/11/19	2/15/19-3/29/19	589	40
11 Liberty Mutual Insurance	BKS58947702	07/08/19	07/29/19	7/25/19-7/25/20	3,046	3,046
12 e-Builder	6869	04/26/19	07/30/19	04/26/19	44,893	44,893
13 CDM Smith, Inc.	90071790	04/22/19	07/30/19	3/1/19-4/23/19	6,752	6,752
14 Metropolitan Water District of So. Ca	501562	04/29/19	07/30/19	2/1/19-2/28/19	116,645	116,645
15 Management Partners	7310	05/14/19	07/30/19	4/14/19-5/13/19	47,250	28,350
16 Best, Best, & Krieger	845711	03/31/19	07/30/19	2/1/19-2/28/19	9,350	9,350
17 Best, Best, & Krieger	846860	04/11/19	07/30/19	3/1/19-3/31/19	15,033	15,033
18 Best, Best, & Krieger	845710	03/31/19	07/30/19	2/1/19-2/28/19	12,760	12,760
19 Best, Best, & Krieger	840568	01/15/19	07/30/19	12/1/18-12/31/18	4,399	4,399
20 e-Builder	7115	05/30/19	07/30/19	05/30/19	89,786	89,786
21 The Hallmark Group	180004-08	04/22/19	07/30/19	3/1/19-3/31/19	96,848	96,848
22 The Hallmark Group	180004-09	05/13/19	07/30/19	4/1/19-4/31/19	83,435	82,687
23 Metropolitan Water District of So. Ca	501562-T	04/29/19	07/30/19	2/1/19-2/28/19	5,731	5,731
24 GV/HI Park Tower Owner LLC	70919-3(a)	07/17/19	07/31/19	Good faith deposit	211,768	211,768
25 GV/HI Park Tower Owner LLC	70919	07/17/19	08/01/19	07/17/19	89,077	89,077
26 Bank of America	N/A**	08/12/19	08/12/19	08/12/19	2,282	2,282
27 CDM Smith, Inc.	90073863	05/16/19	08/16/19	04/14/19-05/11/19	6,028	6,028
28 The Hallmark Group	180004-09A	05/13/19	08/16/19	04/01/19-04/31/19	749	749
29 Jacobs	W8X970001-04	06/14/19	08/16/19	04/27/19-05/31/19	625,243	625,243
30 Bentley	48005881	05/31/19	08/16/19	03/18/19-03/17/24	100,000	100,000
31 Management Partners	INV07310A	05/14/19	08/19/19	04/14/19-05/13/19	18,900	18,900
32 Management Partners	INV07363	06/03/19	08/19/19	05/14/19-06/13/19	49,042	48,899
33 Metropolitan Water District of So. Ca	501563-T	05/02/19	08/19/19	03/01/19-03/31/19	4,645	4,645
34 Metropolitan Water District of So. Ca	501563	05/02/19	08/19/19	03/01/19-03/31/19	121,318	121,318
35 Metropolitan Water District of So. Ca	501565-T	05/29/19	08/19/19	04/01/19-04/30/19	2,258	2,258
36 Metropolitan Water District of So. Ca	501565	05/29/19	08/19/19	04/01/19-04/30/19	83,685	83,685
37 PlanNet	164976	06/29/19	08/29/19	04/26/19-05/31/19	12,608	12,595
38 PlanNet	164856	06/18/19	08/29/19	04/01/19-04/30/19	6,818	6,818
39 The Hallmark Group	180004-10	06/14/19	08/30/19	05/01/19-05/31/19	83,775	83,775
40 Best, Best, & Krieger	850398	05/03/19	08/30/19	04/01/19-04/30/19	24,497	24,497
41 Best, Best, & Krieger	852793	06/30/19	08/30/19	05/01/19-05/31/19	26,997	26,997
42 The Hallmark Group	180004-11	07/25/19	08/30/19	06/01/19-06/30/19	59,542	59,542
43 Spark Street Digital	1937	07/16/19	08/30/19	05/16/19	3,510	3,510
44 Management Partners	INV7522	07/11/19	08/30/19	06/14/19-07/13/19	47,250	47,250
45 Spark Street Digital	1938	07/16/19	08/30/19	06/20/19	2,880	2,880
46 A.N.G Audio Visual Services	16047	06/20/19	08/30/19	06/20/19	968	968
47 Sacramento Public Library Authority	3289A	04/19/19	08/30/19	08/15/19-10/17/19	225	225
Subtotal July - August					3,706,895	3,676,224
48 Metropolitan Water District of So. Ca	501563-1	05/02/19	09/04/19	1/1/19-3/31/19	27,786	25,982
49 Metropolitan Water District of So. Ca	501563-T-1	05/02/19	09/04/19	3/1/19-3/31/19	1,926	1,926
50 GV/HI Park Tower Owner LLC	70919-3(b)	07/17/19	09/12/19	07/17/19	654,975	654,975
51 GV/HI Park Tower Owner LLC	70919-3(a)	07/17/19	09/16/19	07/17/19	635,305	635,305
52 Delta Diamond Farm	INV090319	09/03/19	09/18/19	09/03/19	2,400	2,400
53 e-Builder	7298	06/27/19	09/19/19	4/8/19-4/10/19	719	714
54 Metropolitan Water District of So. Ca	501577	06/25/19	09/19/19	5/1/19-5/31/19	184,111	184,111
55 e-Builder	7167	06/13/19	09/19/19	4/1/19-4/30/19	5,642	5,454
56 Metropolitan Water District of So. Ca	501585-T	07/11/19	09/19/19	6/1/19-6/30/19	7,928	7,928
57 Metropolitan Water District of So. Ca	501585	07/11/19	09/19/19	6/1/19-6/30/19	145,263	145,263
58 Metropolitan Water District of So. Ca	501577-T	06/25/19	09/19/19	5/1/19-5/31/19	8,875	8,875
59 Metropolitan Water District of So. Ca	501577-1	06/25/19	09/19/19	5/1/19-5/31/19	6,492	5,934
60 Metropolitan Water District of So. Ca	501577-T-1	06/25/19	09/19/19	5/1/19-5/31/19	524	519
61 City of Sacramento	FFP-1917605-Fees	09/13/19	09/23/19	09/13/19	10,150	10,150
62 Parsons	1907B366	07/31/19	09/25/19	5/27/19-7/5/19	427,549	427,549
63 Metropolitan Water District of So. Ca	501565-T-1	05/29/19	09/26/19	4/1/19-4/30/19	2,497	2,487
64 Metropolitan Water District of So. Ca	501562-1	04/29/19	09/26/19	2/1/19-2/28/19	26,142	24,687
65 Metropolitan Water District of So. Ca	501565-1	05/29/19	09/26/19	4/1/19-4/30/19	14,618	13,835
66 Metropolitan Water District of So. Ca	501562-T-1	04/29/19	09/26/19	2/1/19-2/28/19	4,589	4,580
67 A.N.G Audio Visual Services	16068	07/18/19	09/26/19	07/18/19	968	968
68 A.N.G Audio Visual Services	16074	08/15/19	09/26/19	08/15/19	968	968
Subtotal September					2,169,427	2,164,610
					<u>\$ 5,876,322</u>	<u>\$ 5,840,834</u>

* Totals may not foot due to rounding.

** Auto-withdrawal for Bank of America Line of Credit fee



DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY

Accounts Payable Aging Schedule
As of September 30, 2019

<u>Payable To:</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>Total</u>
Metropolitan Water District of Southern California					
Invoice #501585-1	\$ 11,402	\$ —	\$ —	\$ —	\$ 11,402
Invoice #501585-T-1	1,151	—	—	—	1,151
Invoice #501609	87,028	—	—	—	87,028
Invoice #501609-1	3,241	—	—	—	3,241
Invoice #501609-T	11,691	—	—	—	11,691
Invoice #501609-T-1	655	—	—	—	655
Best, Best, & Krieger					
Invoice #855109	—	49,028	—	—	49,028
Invoice #856843	49,247	—	—	—	49,247
Invoice #859252	52,594	—	—	—	52,594
Management Partners					
Invoice #INV07630	—	47,546	—	—	47,546
Invoice #INV07734	47,250	—	—	—	47,250
Spark Street Digital					
Invoice #1964	—	3,510	—	—	3,510
Jacobs					
Invoice #W8X970001-04EXP	—	7,457	—	—	7,457
Invoice #W8X970001-05EXP	910	—	—	—	910
Invoice #W8X970001-05	1,012,877	—	—	—	1,012,877
Invoice #W8X970001-05A	323,555	—	—	—	323,555
Invoice #W8X970001-05AEXP	14,548	—	—	—	14,548
e-Builder					
Invoice #7781	76,355	—	—	—	76,355 ⁽¹⁾
Parsons					
Invoice #1907B570	—	15,653	—	—	15,653
State Water Contractors					
Invoice #816	—	9,627	—	—	9,627
The Sexton Group					
Invoice #20191104	—	15,220	—	—	15,220
Invoice #20191320	—	13,073	—	—	13,073
Ron Rakich Consulting					
Invoice #1196	1,238	—	—	—	1,238
Jacqueline Blakeley					
Invoice #399	3,500	—	—	—	3,500
Bentley					
Invoice #90056070	6,125	—	—	—	6,125
Invoice #90056201	2,475	—	—	—	2,475
RMW					
Invoice #9949455	9,804	—	—	—	9,804
Invoice #9949803	17,251	—	—	—	17,251
AR/WS					
Invoice #17525	1,158	—	—	—	1,158
Keogh Multimedia					
Invoice #INV083019-DCA	313	—	—	—	313
Commuter Industries					
Invoice #190091	1,151	—	—	—	1,151
PlanNet					
Invoice #165106	13,083	—	—	—	13,083
Sacramento Public Library Authority					
Invoice #3398	500	—	—	—	500
	<u>\$ 1,749,101</u>	<u>\$ 161,113</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 1,910,214</u>

*Totals may not foot due to rounding.

⁽¹⁾ Invoice #7781 totals \$112,833 for professional services for the period October 2019 through October 2020.
This portion relates to the services to be provided in FY 2020.

**DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY**Accounts Receivable Aging Schedule ⁽¹⁾
As of September 30, 2019

<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-1920-026	\$ 15,653	\$ —	\$ —	\$ —	\$ 15,653
Invoice #DCA-1920-027	1,336,431	—	—	—	1,336,431
Invoice #DCA-1920-028	15,458	—	—	—	15,458
Invoice #DCA-1920-029	12,553	—	—	—	12,553
Invoice #DCA-1920-030	224,988	—	—	—	224,988
Invoice #DCA-1920-031	132,215	—	—	—	132,215
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 1,737,298	\$ -	\$ —	\$ —	\$ 1,737,298
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

*Totals may not foot due to rounding.

⁽¹⁾ Approval date by the DCO determines aging classification.



DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY
Construction in Progress

	Month Ended Sep '19	Year to Date Jul '19-Sep '19	Project to Date Jun'18-Sep '19
Construction in progress:			
Environmental planning and design			
Program management	\$ 53,493	\$ 109,719	\$ 109,719
Project controls	266,937	401,910	401,910
Engineering	1,383,914	2,143,653	2,143,653
Property access and acquisition	349	6,564	6,564
Stakeholder engagement	4,426	9,443	9,443
Office administration	28,257	332,347	332,347
Executive director	—	—	143,717
External affairs	—	—	112,208
Treasury and accounting	—	—	12,186
Information technology	—	—	113,242
Legal	—	—	38,955
Staffing and administration	—	—	44,230
Program controls	—	—	873,699
Property acquisition	—	—	708,609
Environmental	—	—	1,766,316
Engineering management programmatic	—	—	3,803,760
	<hr/>	<hr/>	<hr/>
Total construction in progress	\$ 1,737,376	\$ 3,003,636	\$ 10,620,558

DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY

Statement of Cash Receipts and Disbursements

	Month Ended Sep '19	Year to Date Jul '19-Sep '19
Receipts:		
Contributions	\$ 831,936	\$ 5,829,480
Disbursements:		
Environmental planning and design		
Program management	255,193	586,689
Project controls	277,328	547,474
Engineering	126,931	2,469,062
Property access and acquisition	5,406	40,958
Stakeholder engagement	33,710	77,671
Office administration	1,466,042	2,118,980
Total disbursements	2,164,610	5,840,834
Net change in cash	(1,332,674)	(11,354)
Cash at July 1, 2019	—	795,587
Cash at September 1, 2019	2,116,907	—
Cash at September 30, 2019	\$ 784,233	\$ 784,233

Statements of Revenues, Expenses and Changes in Net Position

	Month Ended Sep '19	Year to Date Jul '19-Sep '19
Expenses: ⁽¹⁾		
Environmental planning and design		
Program management	\$ 280,836	\$ 576,025
Stakeholder engagement	23,237	49,577
Office administration	148,351	1,744,824
Total expenses	452,424	2,370,426
Change in net position before contributions	(452,424)	(2,370,426)
Capital contributions:		
DWR - Invoiced through the DCO ⁽²⁾	1,720,308	5,482,536
Total capital contributions	1,720,308	5,482,536
Changes in net position	1,267,884	3,112,110
Net position at June 30, 2019	—	8,194,278
Net position at August 31, 2019	10,038,504	—
Net position at September 30, 2019	\$ 11,306,388	\$ 11,306,388

* Totals may not foot due to rounding

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

⁽¹⁾ Certain expenses were reclassified to construction in progress.

⁽²⁾ DWR - Department of Water Resources/DCO - Delta Conveyance Office

DELTA CONVEYANCE DESIGN AND CONSTRUCTION JOINT POWERS AUTHORITY

	Statement of Cash Receipts and Disbursements		Statements of Revenues, Expenses and Changes in Net Position	
	Month Ended Sep '19	Year to Date Jul '19-Sep '19	Month Ended Sep '19	Year to Date Jul '19-Sep '19
Receipts:				
Contributions	\$ 831,936	\$ 5,829,480		
Disbursements/Expenses: ⁽¹⁾				
Environmental planning and design				
Program management	255,193	586,689	\$ 280,836	\$ 576,025
Project controls	277,328	547,474	—	—
Engineering	126,931	2,469,062	—	—
Property access and acquisition	5,406	40,958	—	—
Stakeholder engagement	33,710	77,671	23,237	49,577
Office administration	1,466,042	2,118,980	148,351	1,744,824
Total disbursements/expenses	2,164,610	5,840,834	452,424	2,370,426
Net change in cash	(1,332,674)	(11,354)		
Cash at July 1, 2019	—	795,587		
Cash at September 1, 2019	2,116,907	—		
Cash at September 30, 2019	\$ 784,233	\$ 784,233		
Change in net position before contributions			(452,424)	(2,370,426)
Capital contributions:				
DWR - Invoiced through the DCO ⁽²⁾			1,720,308	5,482,536
Total capital contributions			1,720,308	5,482,536
Changes in net position			1,267,884	3,112,110
Net position at June 30, 2019			—	8,194,278
Net position at August 31, 2019			10,038,504	—
Net position at September 30, 2019			\$ 11,306,388	\$ 11,306,388

* Totals may not foot due to rounding

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

⁽¹⁾ Certain expenses were reclassified to construction in progress.

⁽²⁾ DWR - Department of Water Resources/DCO - Delta Conveyance Office



Delta Conveyance Design and Construction Joint Powers Authority
Budget vs Cost by Appropriation - PTD, YTD
Current Period: SEP-19

<u>Appropriation</u>	←----- Period-to-Date ----->				←----- Year-to-Date ----->				←----- Fiscal Year ----->		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Variance %</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Variance %</u>	<u>Budget</u>	<u>Contingency</u>	<u>Total Budget</u>
Program Management	\$ 334,329	\$ 700,000	\$ 365,671	52.2%	\$ 685,744	\$ 2,200,000	\$ 1,514,256	68.8%	\$ 7,500,000	\$ 1,600,000	\$ 9,100,000
Project Controls	266,937	500,000	233,063	46.6%	401,910	1,500,000	1,098,090	73.2%	5,200,000	700,000	5,900,000
Engineering	1,383,914	2,900,000	1,516,086	52.3%	2,143,653	8,600,000	6,456,347	75.1%	35,000,000	5,800,000	40,800,000
Field Work	—	1,670,000	1,670,000	100.0%	—	4,970,000	4,970,000	100.0%	20,000,000	4,900,000	24,900,000
Property Access & Acquisition	349	200,000	199,651	99.8%	6,564	2,500,000	2,493,436	99.7%	4,300,000	600,000	4,900,000
Stakeholder Engagement	27,663	300,000	272,337	90.8%	59,020	900,000	840,980	93.4%	4,000,000	700,000	4,700,000
Office Administration	176,608	1,400,000	1,223,392	87.4%	2,077,171	2,800,000	722,829	25.8%	6,000,000	1,500,000	7,500,000
Total	\$ 2,189,800	\$ 7,670,000	\$ 5,480,200	71.4%	\$ 5,374,062	\$ 23,470,000	\$ 18,095,938	77.1%	\$ 82,000,000	\$ 15,800,000	\$ 97,800,000



Delta Conveyance Design and Construction Joint Powers Authority
Appropriation - Trend
Current Period: SEP-19

	←-----Period To Date-----→												
<u>Appropriation</u>	<u>JUL-19</u>	<u>AUG-19</u>	<u>SEP-19</u>	<u>OCT-19</u>	<u>NOV-19</u>	<u>DEC-19</u>	<u>JAN-20</u>	<u>FEB-20</u>	<u>MAR-20</u>	<u>APR-20</u>	<u>MAY-20</u>	<u>JUN-20</u>	<u>Total</u>
Program Management	\$ 192,453	\$ 158,963	\$ 334,329	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 685,744
Project Controls	109,131	25,842	266,937	—	—	—	—	—	—	—	—	—	401,910
Engineering	649,330	110,410	1,383,914	—	—	—	—	—	—	—	—	—	2,143,653
Field Work	—	—	—	—	—	—	—	—	—	—	—	—	—
Property Access & Acquisition	6,327	(112)	349	—	—	—	—	—	—	—	—	—	6,564
Stakeholder Engagement	346	31,012	27,663	—	—	—	—	—	—	—	—	—	59,020
Office Administration	<u>1,704,208</u>	<u>196,355</u>	<u>176,608</u>	—	—	—	—	—	—	—	—	—	<u>2,077,171</u>
Total	\$ 2,661,795	\$ 522,470	\$ 2,189,800	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 5,374,062

Environmental Manager's Report

Contact: Carolyn Buckman, DWR Environmental Manager

Date: October 17, 2019

Item No. 8c

Subject: Environmental Manager's Report

Summary:

The Department of Water Resources (DWR) is continuing work to prepare for the renewed environmental planning and permitting process consistent with Governor Newsom's direction to pursue a single-tunnel solution to modernizing and rehabilitating the water distribution system in the Delta.

Detailed Report:

DWR is planning for the environmental review process to formally begin later this year with the release of a Notice of Preparation (NOP) under the California Environmental Quality Act (CEQA). During the last month, we have started drafting portions of the NOP in preparation for this release. While we move towards NOP release, we are working on the foundational components of environmental compliance that are not project specific. We have been collecting information on existing conditions within the Delta that will be useful as the project moves forward. Additionally, we have been developing a draft schedule for the environmental planning and compliance efforts into the future. DWR has asked the DCA to provide engineering-related information needed for the environmental analysis by March 17 to feed into the Draft Environmental Impact Report, scheduled for release in late 2020. We received Statements of Qualifications from consultant firms to assist with environmental compliance efforts and are in the process of selecting from these firms.

Recommended Action:

Information only.