

DELTA CONVEYANCE
DESIGN & CONSTRUCTION AUTHORITY

September 14, 2018

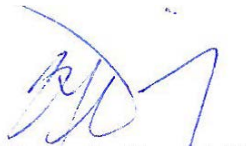
Delta Conveyance Design and Construction Authority
Board of Directors

Members of the Board,

The next meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors is scheduled for **Thursday, September 20, 2018, at 1:30 p.m.** at the **Tsakopoulos Library Galleria, 828 I Street, East Room (1st floor), in Sacramento.**

Enclosed are the materials for the Thursday, September 20 Board meeting in a PDF file, which has been bookmarked for your convenience.

Sincerely,



Jill Duerig
Interim Executive Director

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

REGULAR MEETING

Thursday, September 20, 2018
1:30 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.

California Environmental Quality Act (CEQA) Notice: Discretionary actions taken by the Delta Conveyance Design and Construction Authority (Authority) are pursuant to and in furtherance of a Joint Exercise of Powers Agreement with the Department of Water Resources (DWR) concerning the California WaterFix project. The Board of Directors of the Authority, acting as a Responsible Agency under CEQA, determined that it has reviewed and considered Lead Agency DWR's Final Environmental Impact Report and Addendum for the California Water Fix Project and adopted DWR's CEQA determinations, and filed Notices of Determination in compliance with CEQA in May 2018.

1. CALL TO ORDER

2. ROLL CALL

3. CLOSED SESSION – OPEN SESSION TO FOLLOW AT APPROXIMATELY 2:00 P.M.

(a) Conference with Legal Counsel - Significant exposure to litigation pursuant to Gov't Code section 54956.9(d) (2):

- a. Delta Stewardship Council California WaterFix Consistency Determination;
- b. Food and Water Watch and Center for Food Safety v. Metropolitan Water District of Southern California, Case No. BC720692.

(b) Public Employee Appointment - Pursuant to Government Code Section 54957. Title: Executive Director

4. OPEN SESSION AND PLEDGE OF ALLEGIANCE, APPROXIMATELY 2:00 P.M.

5. REPORT OUT OF CLOSED SESSION

6. 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.

7. APPROVAL OF MINUTES: August 16, 2018 Regular Board Meeting

8. 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.

9. DISCUSSION ITEMS

- a. First Reading Conflict of Interest Code
- b. Consider Passing Resolution to Award Contract to Supply a Project Management Information System
- c. Consider Logo Options and vote to select one by minute order

10. STAFF REPORTS AND ANNOUNCEMENTS

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

11. FUTURE AGENDA ITEMS

12. ADJOURNMENT

* * * * *

Next scheduled meeting: October 18, 2018 at 2 p.m. in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814

BOARD OF DIRECTORS MEETING

MINUTES

REGULAR MEETING

Thursday, August 16, 2018

1:30PM

(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, Steve Arakawa (alternate), Steve Blois, and Sarah Palmer constituting a quorum of the Board.

Staff members in attendance were Jill Duerig, Interim Executive Director; Stefanie Morris, Interim General Counsel and June Skillman, Treasurer.

3. CLOSED SESSION

4. PLEDGE OF ALLEGIANCE/NATIONAL ANTHEM

President Estremera led all present in reciting the Pledge of Allegiance.

5. REPORT OUT OF CLOSED SESSION

a. Conference with Legal Counsel - Significant exposure to litigation pursuant to Gov't Code section 54956.9(d).

The Board authorized Legal Counsel to act on behalf of the DCA.

b. Public Employee Appointment - Pursuant to Government Code Section 54957. Title: Executive Director.

No reportable action was taken.

6. PUBLIC COMMENT

President Estremera declared public comment open, limiting speaking time to three minutes, each.

President Estremera noted that three (3) comment letters were submitted prior to the meeting and provided to the Board and available in the back of the room. There were no verbal comments from the public.

President Estremera closed Public Comment.

7. APPROVAL OF MINUTES: July 19, 2018 Regular Board Meeting

Recommendation: Approve minutes of the July 19, 2018 Regular Board Meeting

Director Palmer noted that she was absent at the meeting and the alternate acted in her stead. Ms. Duerig noted that the correction would be made, and postings updated.

Move to Approve Minutes with changes, as noted: Blois

Second: Palmer

Yeas: Estremera, Arakawa, Blois and Palmer

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-8-01)

8. CONSENT CALENDAR

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

9. DISCUSSION ITEMS:

a. Consider Passing Resolution to Adopt Bylaws

Recommendation: Pass resolution adopting bylaws.

Ms. Morris gave a verbal report, noting the recommendation to pass a resolution to adopt the DCA Bylaws. She noted these bylaws are consistent with the DCA formation agreement. The detailed resolution and attachment of bylaws outlines the rules for governing the DCA.

Director Palmer requested clarification of the term common law and employee. Ms. Morris noted that the intention is for the DCA to not have any employees, that it is anticipated to be staffed by participating agencies and consultants. The specific language would apply in the event a common law employee was hired by the DCA, even though that is not anticipated.

Director Palmer requested clarification regarding the terms of a quorum, noting that alternate directors in attendance shall not be counted as part of the quorum.

President Estremera further clarified that alternate directors will only be counted toward the quorum in the absence of the Director for whom they are the alternate. Ms. Morris agreed and further clarified.

Director Blois noted that he had reviewed the resolution and bylaws and found them appropriate.

President Estremera suggested the following changes:

- Page 4, in the provision concerning compensation, President Estremera requested that the provision for reimbursement be edited to be consistent with the provision for compensation of the DCA formation agreement.

Ms. Morris noted that the travel policy in the document suggests the possibility to adopt a clarifying policy if needed in the future, which could further clarify recommendations without amending the bylaws. Following this discussion, the Board retained the original language .

- Page 6, as related to the agenda, President Estremera suggested that language be added to require agendas be approved by the Board President, along with all requests to include items on the agenda.
- Page 8, relating to standing committees, President Estremera suggested language be added to note that the Board President nominate members, and the Board subsequently approve the President's nominations.

The Board agreed to the amendments on page 6 and 8 as requested by President Estremera.

Move to Adopt Bylaws with changes, as requested: Estremera

Second: Palmer

Yeas: Estremera, Arakawa, Blois and Palmer

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-8-02)

b. Consider Passing Resolution to Adopt Ethics Policy

Recommendation: Pass resolution to adopt an ethics policy.

Ms. Morris summarized the staff recommendation to adopt the ethics policy resolution to guide DCA board members', consultants' and employees' ethics and expectations for conducting DCA business. The intent is to establish uniform guidelines and procedures that encourage ethical conduct and provide guidance to achieve these objectives.

President Estremera suggested that under page 8, item (d) where it noted the President or "Directors" be changed to only "President". Ms. Duerig noted that it had been left open to allow flexibility to reach out to other Board members in the event of an emergency. President Estremera was satisfied with the rationale, noting the section should remain unchanged.

Move to Adopt Ethics Policy: Palmer

Second: Blois

Yeas: Estremera, Arakawa, Blois and Palmer
Nays: None
Abstains: None
Recusals: None
Absent: None
Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-8-03)

c. Consider Passing Resolution to Adopt Investment Policy

Recommendation: Pass resolution adopting investment policy.

Ms. Skillman outlined the investment policy, explaining it satisfies requirement under the current Government Code. The policy sets objectives for investments, and establishes types of securities, credit worthiness, and limitations on the percentage of the portfolio that can be invested. She noted that the policy is consistent with state guidelines and must be adopted anew every year.

Move to Adopt Investment Policy: Palmer

Second: Blois
Yeas: Estremera, Arakawa, Blois and Palmer
Nays: None
Abstains: None
Recusals: None
Absent: None
Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-8-04)

d. Consider Passing Resolution to Adopt Protest Policy

Recommendation: Pass resolution adopting protest policy.

Ms. Morris noted that the DCA anticipates awarding a number of contracts in response to Requests for Proposal (RFP) and Requests for Qualifications (RFQ). This resolution will establish a policy for protests for unsuccessful proposers.

Director Arakawa asked for clarification as to whether or not there is anything unique about the proposed policy. Ms. Morris responded that it is consistent with other such policies. Although it is more streamlined, it contains the basic requisites for ease of administration. She further highlighted that the policy does not change the basic procurement process.

Director Palmer questioned if any limitations will exist for the Board in terms of the Board's timeliness to respond to any protest. Ms. Morris noted that it provides the Board with flexibility, requiring a reasonably timely response but also allowing time for investigation into the alleged basis of any protest.

Move to Adopt Protest Policy: Palmer

Second: Blois
Yeas: Estremera, Arakawa, Blois and Palmer

Nays:	None
Abstains:	None
Recusals:	None
Absent:	None
Summary:	4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-8-05)

e. Consider Logo Options and vote to select one by minute order

Recommendation: Adopt logo.

Options for the DCA logo were presented to the Board. The Directors reviewed the logos and held a general discussion regarding aesthetics and significance of each of the four designs. The Board took an informal vote and selected Logo 1 by a vote of 3-1, with Director Palmer strongly opposing. President Estremera asked Director Palmer for additional comments and received input on ways that Logo Options 1 and 3 could be improved. President Estremera opened for public comment.

One comment was received noting that the presence of the color green is important in the overall design and that the absence of green detracts from the dimension reflecting the importance of agriculture.

President Estremera continued the item until the September Board meeting and directed that Logo 1 be refined based on Board comments.

10. STAFF REPORTS AND ANNOUNCEMENTS

a. Executive Director Report

Ms. Duerig provided an update on activities since the July meeting, noting that the Board had received this information in their packet and that it had been posted online as well. Regarding a new office location for the DCA, Ms. Duerig noted that seven sites have been visited and the team will refine and create matrix for comparison and a recommendation to the Board. There are a range of options and factors for consideration including transportation, parking, Board room access, security levels etc.

b. General Counsel Report

Ms. Morris noted as a clarification to Exhibit A to the written report that the bold milestones are firm dates and the remainder are estimates which will be updated on an as-needed basis.

c. Treasurer's Report

Ms. Skillman reported on financial activities for July 2018, noting that the statements provided are consistent with state requirements. She highlighted that the July receipts for the DCA include interest, and the legal invoice. She also noted that enterprise accounting is in progress by the Metropolitan Water District of Southern California (MWD) and the DCA will be able to report budget versus actuals for more robust reporting in the near future.

d. Verbal Reports

There were no verbal reports at this session.

11. FUTURE AGENDA ITEMS:

President Estremera requested that the selection of a DCA logo be brought back to the Board in September for consideration.

12. ADJOURNMENT:

The next meeting of the DCA will be held on September 20, at 2 p.m. in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento.

President Estremera adjourned the meeting at 2:43 p.m.

Board Memo

Contact: Stefanie Morris, Interim General Counsel

Date: 9/20/2018 Board Meeting

Item No. 9a

Subject:

Overview and first reading of the DCA Conflict of Interest Code

Executive Summary:

The Political Reform Act (the “Act”) requires all state and local government agencies to adopt and promulgate a conflict of interest code establishing the rules for reporting personal assets and the prohibition from making or participating in the making of any decisions that may affect any personal assets.

Detailed Report:

A conflict of interest code must specifically designate all agency positions, except for those listed in Government Code section 87200, that make or participate in the making of agency decisions which may foreseeably have an effect on any financial interest of that person, and assign specific types of personal assets to be disclosed that may be affected by the exercise of powers and duties of that position.

Attached is a copy of the proposed Conflict of Interest Code (“Code”) for the Delta Conveyance Design & Construction Authority (the “Authority”). By reference, this Code incorporates the Fair Political Practices Commission (the “FPPC”) Regulation 18730 as the provisions of the Code with an Appendix attached designating all Agency positions that make or participate in making decisions of the Agency and assign appropriate disclosure categories in Part “A,” and lists the disclosure categories to be assigned in Part “B.” This is commonly referred to as the FPPC Standard Code.

Funding:

N/A

Recommended Action:

Staff recommends that the Board authorize the Executive Director and General Counsel to take the necessary steps to bring the Conflict of Interest Code to the Board for adoption at the November meeting.

Attachments:

Draft Conflict of Interest Code

**DELTA CONVEYANCE DESIGN &
CONSTRUCTION AUTHORITY
CONFLICT OF INTEREST CODE**

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing, Regulation 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Delta Conveyance Design & Construction Authority (the "Authority").

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Executive Director** as Authority's Filing Officer/Official. The **Executive Director** shall make and retain a copy of statements filed by the Members of the Board of Directors, Board Alternates, and Executive Director and forward the originals to the Fair Political Practices Commission. The **Executive Director** shall retain the original statements filed by all other officials and designated positions and make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

APPENDIX
CONFLICT OF INTEREST CODE
OF THE
DELTA CONVEYANCE DESIGN &
CONSTRUCTION AUTHORITY

(Adopted _____)

PART “A”

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Officials who manage public investments, as defined by 2 California Code of Regulations section 18700.3, are NOT subject to the Authority's Code, but must file disclosure statements under Government Code section 87200. [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments¹:

Members, Board of Directors and Alternates

Treasurer

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT-OF-INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Appraisal and Acquisition Manager	2, 3, 5
Chief Engineer	2, 3, 5, 6
Contracting Team Manager	4
Conveyance Mitigation Engineering Manager	5
Conveyance Mitigation Planning Manager	2, 3, 5
Engineering Support Team Manager	5
Environmental Manager	2, 5
Environmental Permits Manager	2
Estimating Manager	4
Executive Director	1, 2
Finance & Accounting Manager	4
General Counsel	1, 2
General Technology Manager	5
Geotechnical Manager	5
Information Technology and Systems Manager	5
Internal Audit Manager	4
Legal Counsel	1, 2
Program Controls and Contracting Manager	4
Program Control Manager	5
Program Manager	1, 2

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Property Acquisition Manager	2, 5
Pumping Plant Team Manager	5
Safety and Risk Manager	5, 6
Survey and Mapping, Right of Way Manager	2, 5
Utilities, Power & Access Team Manager	5

Consultants and New Positions*

* Individuals providing services as a Consultant defined in Regulation 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The Executive Director may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.)The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict-of-Interest Code. (Gov. Code Sec. 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in, doing business in, planning to do business in, or have done business during the previous two years in the jurisdiction of the Authority.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in, or own real property within the jurisdiction of the Authority.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the Authority.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the Authority.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Authority.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position’s department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, if such entities or sources have filed claims against the Authority in the past 2 years, or have a claim pending before the Authority.

Board Memo

Contacts: Harry Soo, Interim IT Manager
Sergio Valles, Interim Chief Engineer

AGENDA DATE: September 20, 2018

Item No. 9b

Subject:

Consider Passing Resolution to Award Contract to Supply a Project Management Information System

Executive Summary:

After completing a solicitation via a Request for Proposals and evaluation process, staff recommends that the Board authorize the Executive Director to negotiate and execute an Agreement with the most qualified vendor, Trimble e-Builder, to procure and implement a cloud-based Project Management Information System (PMIS), which is needed for project control and reporting purposes, in a not-to-exceed amount of \$1.6 million.

Detailed Report:

During its estimated 15-year construction duration, the \$16 billion California WaterFix (CWF) project to construct a more reliable Delta Conveyance for the State and Federal Water Projects requires a Project Management Information System (PMIS) for project control and reporting purposes to manage funding, commitments, expenditures, risks, projections, and provide early identification of problems as they arise.

This PMIS must be able to assist the CWF project controls team to quantitatively measure, track, and report budgeted work, earned value, actual costs, cost performance, and schedule performance. The system, once implemented, will provide detailed reports for the project controls team, as well as dashboard reports that present project managers and high-level decision makers with accurate real-time information to facilitate information-based project decisions.

The Request for Proposals (RFP-JP-1534288118461) was issued on August 13, 2018 to procure a PMIS to be deployed under the Software as a Service (SaaS) model. A total of five RFP responses were received and evaluated by a scoring panel of professional engineers, PMIS experts, and Information Technology (IT) personnel. Of the five respondents, two of the top scoring firms were invited to provide an in-person system demonstration of their SaaS solution and to address questions and clarifications from the scoring panel.

Staff recommends that the DCA retain Trimble e-Builder to provide a SaaS PMIS cloud solution and implementation services, to be directed by the Executive Director

and staff, to deploy the PMIS solution promptly to keep the WaterFix project on schedule.

The current staff recommendation is to authorize the Executive Director to negotiate and execute an agreement with Trimble e-Builder with an initial contract amount of \$855,633, over five years, with a not-to-exceed total amount of \$1.6M for future PMIS optional features such as enhanced dashboards, document management, and additional system upgrades to meet evolving DCA needs. The scope of the services includes, but is not limited to, SaaS software, deployment services, software support, additional user licenses, maintenance, and system enhancements.

Recommended Action:

Adopt the attached resolution authorizing the Executive Director to negotiate and execute a multi-year agreement with Trimble e-Builder to provide a SaaS PMIS cloud solution and implementation services to be directed by the Executive Director and staff.

ATTACHMENT:

Project Management Information System Presentation
Draft Resolution 18-XX



CALIFORNIA
WATERFIX
RELIABLE. CLEAN. WATER.

Delta Conveyance Design and
Construction Authority (DCA)

PROJECT MANAGEMENT INFORMATION SYSTEM (PMIS)

Item No. 9b

September 20, 2018



RECOMMENDATION

Authorize the Executive Director to negotiate and execute an Agreement with Trimble e-Builder for a cloud-based Project Management Information System (PMIS) with

- an initial contract amount of \$855,633, over five years, and
 - Contract amendments to meet evolving DCA needs, with a not-to-exceed total amount of \$1.6 million
-



BACKGROUND

Successful Program Management requires:

- Accurate and complete data collection
 - Secure role-based access to data
 - Continuous analysis and forecasting
 - Timely and transparent status reporting
-



A PMIS PROVIDES:

- Project control and reporting
 - manage funding, commitments, expenditures, risks, projections, and provide early identification of problems as they arise
 - Quantitatively measurement, tracking, and reporting
 - budgeted work, earned value, actual costs, cost performance, and schedule performance
-



PMIS INFORMATION FLOW





SOLICITATION PROCESS

- RFP-JP-1534288118461 was issued August 13, 2018 via Planet Bids
 - Qualifications-based selection
 - Five respondents
 - Respondents evaluated by DCA team
 - Shortlisted two highest scoring respondents
 - Product demonstrations by top two respondents
 - Recommendation for award
-



SCHEDULE



Board Action



Completion



PMIS FUNDING REQUEST

- \$855,633, over five years, for software licenses, implementation fees, training, maintenance, software assurance, and help desk support
 - And, amendments in a not-to-exceed total amount of \$1.6M for future PMIS optional features & evolving DCA needs
 - Examples: enhanced dashboards, document management and additional system upgrades
-



RECOMMENDED ACTION

Authorize the Executive Director to negotiate and execute an agreement with Trimble e-Builder to provide

- SaaS PMIS cloud solution and implementation services, with an initial contract amount of \$855,633;
 - Future enhanced dashboards, document management, and additional system upgrades, with a total, not-to-exceed amount of \$1.6 million
-



QUESTIONS?

RESOLUTION NO. 18-XX
RESOLUTION OF THE DELTA CONVEYANCE DESIGN CONSTRUCTION
JOINT POWERS AUTHORITY (DCA)

EXECUTE AGREEMENT TO PROCURE AND IMPLEMENT A PROJECT
MANAGEMENT INFORMATION SYSTEM

Whereas, there is a need to procure and implement a cloud-based Project Management Information System (PMIS) for project control and reporting purposes; and

Whereas, Trimble e-Builder was selected after an RFP solicitation process followed by evaluation by a scoring panel;

Now, therefore, be it resolved that the DCA Board hereby authorizes the Executive Director to negotiate and execute an agreement with Trimble e-Builder to provide a SaaS PMIS cloud solution and implementation services to be directed by the Executive Director and staff, with an initial contract amount of \$855,633;

Be it further resolved that the DCA Board authorizes the Executive Director to issue contract amendments as and when needed for future PMIS optional features such as enhanced dashboards, document management, and additional system upgrades to meet evolving DCA needs, with a total, not-to-exceed amount of \$1.6 million.

* * * * *

This Resolution, passed and adopted this 20th day of September, 2018, by the following vote:

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Tony Estremera, Board President

Attest:

Sarah Palmer, Secretary

BOARD MEMO

CONTACT: Jill Duerig, Interim Executive Director

AGENDA DATE: September 20, 2018

Item No. 9c

SUBJECT: Possible logos for the DCA

SUMMARY:

Four possible logo options were developed for consideration. After the discussion at last month's meeting, some additional options have been prepared.

DETAILED REPORT:

Attached are the four options for DCA logos were developed by Management Partners' graphic designer associates, with the first option having been modified to reflect comments made by the Board at the August 16th meeting. The Joint Exercise of Powers Agreement (JEPA) with DWR designates DCA as "the administering agency for the Conveyance Project" and authorizes the DCA to design and construct or cause the design and construction of the Conveyance Project." The graphics designer tried to capture this mission of the DCA to implement the California WaterFix, designing and constructing the Conveyance Project, utilizing one of two possible approaches: by showing the Delta Conveyance/tunnels that are to be designed and constructed by the DCA (Options 1 and 3) or by building on DWR's original WaterFix logo to provide continuity with the Conveyance Project planning phase and to capture the partnership with DWR under the JEPA (Options 2 and 4).

Graphics designers on staff at Metropolitan Water District of Southern California developed some additional options that built on the WaterFix logo and Director Palmer developed two additional options demonstrating her Venn Diagram concept, all of which are attached in addition to an explanation of the original WaterFix logo's meaning (note that the drop's three colors represent Secure & Reliable Water Delivery (Dark Blue); Improved River Flows (Light Blue); and Environmental Enhancement Benefits (Green)).

Public comments made during the last meeting included one that suggested it is important that the final logo selection includes an acknowledgement of agriculture. Comments received by staff afterwards suggested that it is also very important to select a logo that conveys the level of professionalism needed to successfully design and construct a mega-project such as the California WaterFix (one individual pointed to Option 2 as the perfect example of this).

Staff recommends discussing the original and new options further and selecting one of them as the logo for the DCA without further delay.

FUNDING:

No funding requirements.

RECOMMENDED ACTION:

Discuss and select a logo for the DCA.

ATTACHMENT:

Logo option sheets (3) plus California WaterFix logo explanation.



Each shape is a water drop interwoven with one another representing the complexity and dependency on all of the projects key aspects working together in sync for successful results.



The tips of the drops point outward in all directions representing the core purpose of this project, to provide more reliable and sustainable water service statewide to meet growing demand in residential, commercial, and industrial/ag sectors.



The general shape of the logo also suggests a shield, which represents the protection, security, and sustainability that the project will bring to California's economy, environment, and water resources.



The shield theme is repeated in the heart of the logo as well where all of the elements converge.

LOGO 1



LOGO 2



LOGO 3



LOGO 4



LOGO 5



LOGO 6



Main Logo



Variants
(for small uses)



Monochromatic



Executive Director's Report

CONTACT: Jill Duerig, Interim ED

AGENDA DATE: September 20, 2018

Item No. 10a

SUBJECT: Status Update

SUMMARY:

Activities since the August meeting have been focused on staff ramp-up. Coordination with DWR continues through its Design Construction Oversight (DCO) team.

DETAILED REPORT:

Recent efforts included beginning on-boarding DCA transition staff from MWD including Interim Chief Engineer, Sergio Valles, who is leading technical teams; Interim Environmental Manager, Dee Bradshaw, who is interfacing with DWR's environmental team on permitting and mitigation needs; Interim Information Technology Manager, Harry Soo, who is overseeing IT implementation for both temporary and long-term facilities; Interim Procurement Manager, Adrian Brown, who is overseeing the RFP/RFQ and evaluation efforts; Interim Real Property Manager, Pete Wiseman, who will coordinate with the DWR real property team; and others. Held kick-off meeting for this newly-expanded DCA transition team. Continued DCO-DCA coordination discussions and meetings.

The evaluation teams began reviewing and ranking the four sets of proposals received before the DCA was formed (for Engineering Design Manager, geotechnical services, real estate support services and surveying). We anticipate bringing these to the DCA Board for award in October or November of this year. The next two solicitations, for the Program Manager and for legal support services, are likely to be distributed shortly.

Facility selection is also proceeding. Using a matrix approach to rank options, a short list was developed and space planning for the two top options is underway to allow an apples-to-apples price comparison. In the meantime, a lease was executed with DWR to provide a temporary location for the DCA transition team to work in the Bonderson Building until a more permanent facility is selected and ready.

Other recruitments and procurement processes are proceeding. Ralph Andersen & Associates posted the Executive Director opportunity on September 10th (see <https://www.ralphandersen.com/jobs/executive-director-california-waterfix/>).

RECOMMENDED ACTION:

Information, only.

General Counsel's Report

CONTACT: Stefanie Morris, Interim General Counsel

AGENDA DATE: September 20, 2018

Item No. 10b

SUBJECT: Status Update

SUMMARY:

General Counsel has spent a majority of time working on necessary regulatory filings, drafting policies and procedures, and coordination with the Executive Director and the DWR Delta Conveyance Office.

DETAILED REPORT:

General Counsel has continued to work with the Executive Director to develop Inter-Agency agreements and other necessary consultant contracts. General Counsel has worked with the Executive Director to draft a Conflict of Interest Code. General Counsel continues to coordinate with Executive Director regarding application of the JEPA with DWR, as well as coordination with DWR. General Counsel is working with DCA staff related to implementing the appropriate document control for the Program that is consistent with the Document Retention Policy adopted by the Board. General Counsel is also working with DCA staff to respond to Public Records Act ("PRA") requests received and to develop a consistent practice for responding to PRA requests. Finally, General Counsel is reviewing and monitoring new and ongoing litigation related to the California WaterFix Project to assess potential liability to the DCA.

RECOMMENDED ACTION:

Information, only.

Board Memo

Contact: June Skillman, Treasurer

Date: 9/20/2018 Board Meeting

Item No. 10c

Subject:

Treasurer's Monthly Report, August 2018

Executive Summary:

- During August 2018, receipts totaled \$1,344, consisting of interest earned on the DCA Start-up Trust cash balance in July 2018.
- Expenditures from the DCA Start-up Trust totaled \$71,328.
- The balance in the DCA Start-up Trust at August 31, 2018 was \$715,132.

Detailed Report:

See attached statement.

Funding:

N/A

Recommended Action:

N/A

Attachments:

August 2018 DCA Start-up Trust Statement

DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY
Statement of Cash Receipts and Disbursements
Month Ended August 31, 2018

Receipts:

Interest receipts from July	\$	1,344
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Disbursements:

Insurance premiums	\$ 30,876	
Consulting services	26,050	
Legal services	<u>14,402</u>	<u>71,328</u>

Net change in cash		(69,984)
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Cash at beginning of month		<u>785,116</u>
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Cash at end of month	\$	<u><u>715,132</u></u>
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