

December 14, 2018

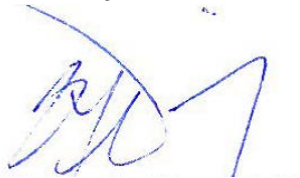
Delta Conveyance Design and Construction Authority  
Board of Directors

Members of the Board,

The next meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors is scheduled for **Thursday, December 20, 2018, at 1:00 p.m.** at the **Tsakopoulos Library Galleria, 828 I Street, East Room (1<sup>st</sup> floor), in Sacramento.**

Enclosed are the materials for the Thursday, December 20, 2018 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, December 20, 2018

1:00 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](mailto:info@dcdca.org).

**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) Conference with Real Property Negotiator pursuant to Gov't Code section 54956.8:
  - Property: 400 R Street, Sacramento, CA
  - Agency Negotiator: G.F. Duerig
  - Negotiating Party: CBRE
  - Under Negotiation: Lease Price and Terms
- (c) 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: November 15, 2018 Special Board Meeting and November 15, 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. Consider Approving Budget Revision for FY 2018-19
- b. Consider Passing Resolution Adopting the Delta Conveyance Design and Construction Authority Small and Disabled Veteran Business Enterprise Policy

**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: January 17, 2019 Regular Board Meeting at 2 p.m. in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814***

BOARD OF DIRECTORS MEETING

# MINUTES

**SPECIAL BOARD MEETING**  
**Thursday, November 15, 2018**  
**9:00 a.m.**

(Paragraph numbers coincide with agenda item numbers)

**1. CALL TO ORDER**

The special meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors was called to order at the Citizen Hotel, 926 J Street, Sacramento, CA 95814, at 9:10 a.m.

**2. ROLL CALL**

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

**3. CLOSED SESSION**

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

President Estremera adjourned to Closed Session at 9:12 a.m.

**4. REPORT OUT OF CLOSED SESSION**

There were no reportable actions taken.

**5. PUBLIC COMMENT**

President Estremera opened public comment but no comments were made.

President Estremera closed Public Comment.

**6. ADJOURNMENT:**

President Estremera adjourned the meeting at 1:15 p.m.

BOARD OF DIRECTORS MEETING

# MINUTES

**REGULAR MEETING**

**Thursday, November 15, 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, Richard Atwater, Steve Blois, and Sarah Palmer constituting a quorum of the Board. Sarah Palmer requested that her alternate, Doug Headrick, take her place.

Staff members in attendance were Jill Duerig, Stefanie Morris, Joshua Nelson, June Skillman, Sergio Valles.

## **3. CLOSED SESSION**

## **4. PLEDGE OF ALLEGIANCE/NATIONAL ANTHEM**

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

## **5. REPORT OUT OF CLOSED SESSION**

- a. Conference with Legal Counsel - Significant exposure to litigation pursuant to Gov't Code section 54956.9(d) (2):
  - i. Delta Stewardship Council California WaterFix Consistency Determination
  - ii. Food and Water Watch and Center for Food Safety v. Metropolitan Water District of Southern California, Case No. BC720692.

There were no reportable actions taken.

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

There were no reportable actions taken.

## **6. PUBLIC COMMENT**

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

Ms. Duerig noted that there was a piece of written correspondence received as a public comment and that copies were available for the board and public.

There was one verbal comment from the public.

Mr. Seth Jayne, President, Sierra Geotech expressed support for mandatory DBVE participation goals for procurement of professional engineering services contracts.

President Estremera closed Public Comment.

## **7. APPROVAL OF MINUTES: October 18, 2018 Regular Board Meeting**

Recommendation: Approve minutes of the October 18, 2018 Regular Board Meeting

Move to Approve Minutes: Blois

Second: Atwater

Yeas: Estremera, Arakawa, Blois and Headrick

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as MO 18-11-01)

## **8. CONSENT CALENDAR**

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

## **9. DISCUSSION ITEMS:**

### **a. Consider Adopting Conflict of Interest Code.**

Recommendation: It is recommended that the Board of Directors approve and adopt Resolution No. 18-XX adopting the Conflict of Interest Code and directing that such Code be submitted to the Fair Political Practices Commission as the Authority's code-reviewing body (Gov. Code § 82011) requesting approval of the Code as required under Government Code section 87303.

Mr. Joshua Nelson, Acting Interim General Counsel, provided a summary of the process for adopting a Conflict of Interest Code. The draft code has been noticed and circulated for comment and no comments were received. The Code has been brought back to the Board for consideration and approval. He also described the next steps for submitting the Code to the Fair Political Practices Commission (FPPC) for review and approval. The Code is being filed with the FPPC due to being a multi-county agency.

Director Blois asked whether there have been any changes to the Code since it first came to the Board in September and Mr. Nelson advised that there have been no changes made.

Move to Approve Resolution No. 18-14 Adopting the Conflict of Interest Code,  
as noted: Atwater  
Second: Headrick  
Yeas: Estremera, Atwater, Blois and Headrick  
Nays: None  
Abstains: None  
Recusals: None  
Absent: None  
Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as Resolution 18-14)

**b. Consider Passing Resolution Authorizing a Professional Services Agreement to Provide Engineering Design Management Services.**

Recommendation: Adopt the attached resolution authorizing the Executive Director to negotiate and execute a five-year contract, in a not-to-exceed amount of \$110,000,000 dollars [\$93,000,000 dollars plus a contingency of \$17,000,000 dollars] for Phase 2 work, with CH2M HILL Engineers, Inc., for Engineering Design Management (EDM) Services, with spending to be managed via the issuance of Task Orders consistent with board-adopted budgets.

Mr. Sergio Valles, Interim Chief Engineer, presented a summary of the staff recommendation to award the contract for the Engineering Design Manager professional services agreement to CH2M Hill Engineers, Inc.:

- 5-year term
- NTE: \$110 million dollars (\$93 million plus \$17 million contingency), with spending to be managed via the issuance of Task Orders consistent with board-adopted budgets.

This contract is for the EDM to assist the DCA on the following during Phase 2 (preliminary and final design).:

- Organizing, coordinating and managing design services for multiple engineering/technical firms.
- Conducting specialized engineering studies and providing design services to refine the scope of the CWF.
- Providing engineering planning and reporting activities.

Staff anticipate coming back to the board at some time in the future with a recommendation to contract for Phase 3 EDM services (construction support).

Move to authorize and negotiate a five-year professional services agreement with CH2M Hill Engineers, Inc. to provide Engineering Design Management Services for Phase 2 as noted: Atwater  
Second: Headrick  
Yeas: Estremera, Atwater, Blois and Headrick  
Nays: None  
Abstains: None  
Recusals: None  
Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as Resolution 18-15)

**c. Presentations on Types of Alternative Delivery Methods, Financing and Case Studies.**

The Board received two presentations on Alternative Delivery options and methods.

- Mr. Jim Gibbs and Mr. Garth Salisbury from Sperry Capitol in collaboration with Mr. Chris Margaronis from Indra Associates provided a presentation on alternative delivery options.

Director Blois requested an explanation of the difference between design-build and other variations of design-build, such as P3. Mr. Gibbs elaborated on the design-build falling under a large umbrella of public-private partnerships that represent an assignment of design and construction responsibility to a team. The team assumes more risk than the public sponsor when design-bid-build process is used. There are other factors that can be incorporated in a P3 including financing, long-term operation, maintenance, and virtual ownership role through contracts.

Director Blois asked Mr. Gibbs where the starting point should be for an alternative delivery method to be considered. Mr. Gibbs mentioned that the first thing is to have a clear sense of the project components and isolate project elements to analyze with regards to delivery. The second step in the process would be to compose a scenario for constructing the project based on a design-bid-build basis and identifying the risk in that approach. In addition, describing the cost benefit of the risk transfer and design and construction responsibility to a design-build team and then compare the increase in cost with the value of transferring the risk. This process is collaborative.

Director Blois asked Mr. Gibbs if this project is a candidate for considering alternative methods. Mr. Gibbs expressed that it's a good candidate. He provided an example of an Australian analysis which highlighted that bigger more complex projects have more benefit for alternative methods.

- Mr. John Bischoff from AECOM provided a presentation on Alternative Delivery Methods for Design and Construction of Major Civil Infrastructure Projects.

Director Blois asked why there was more discussion on Construction Manager at Risk (CMAR). Mr. Bischoff answered that it was simply a matter of available time and that if DCA wanted more information, it was certainly available.

## **10. STAFF REPORTS AND ANNOUNCEMENTS**

**a. Executive Director Report**

A written report was provided in the Board package. Ms. Duerig provided a brief recap of items included in her report. President Estremera asked about the proposed DCA Office Space, Ms. Duerig mentioned that she anticipates bringing a recommendation to the Board in December.

**b. General Counsel Report**



A written report was provided in the Board package. The Board had no additional questions or comments.

**c. Treasurer's Report**

A written report was provided in the Board package. The Board had no additional questions or comments.

**d. Verbal Reports**

Ms. Duerig mentioned that the first invoice is paid in full, the DCA received wire transfer from the Delta Conveyance Office (DCO).

President Estremera requested a status update on the Executive Search, Ms. Duerig replied that the Executive Search is proceeding, and the recruiter is working with the Board on next steps.

**11. FUTURE AGENDA ITEMS:**

No future agenda items noted.

**12. ADJOURNMENT:**

The next meeting of the DCA will be held on November 15, at 2 p.m. in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento.

President Estremera adjourned the meeting at 3:07 p.m.

## Board Memo

**Contact:** June Skillman, Treasurer

**Date:** December 20, 2018 Board Meeting

**Item No. 9a**

**Subject:**

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Consider Approving Budget Revision for FY 2018-19

**Executive Summary:**

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The strategic objectives for the proposed fiscal year (FY) 2018/19 Budget for the Design & Construction Authority (DCA) are to establish the DCA and initiate critical path and long-lead time activities that could delay construction activities or impact overall program cost. Budgeted expenditures for FY 2018-19 were estimated at \$91.17 million, with a contingency of \$42.40 million.

The source of funding for FY 2018-19 is the funding commitments by the members of the DCA Joint Powers Authority (JPA) plus approximately \$29.83 million in funds from the Department of Water Resources (DWR). Funding commitments total \$133.57 million.

This Board Memo recommends a revised forecast of expenditures for FY 2018-19, taking into consideration the expected pace of activities, to \$61.88 million. Forecasted funding sources are unchanged.

**Detailed Report:**

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The FY 2018-19 Adopted Budget and the revised forecast are shown in the table below.

Category	Adopted FY 18/19 Budget	Revised FY 18/19 Forecast
Program Management <sup>1</sup>	21.97	17.30
Environmental	6.92	4.27
Engineering Management <sup>2</sup>	46.74	40.31
Construction	14.55	0.00
Land Acquisition	1.00	0.00
Mitigation	0.00	0.00
Contingency	42.40	0.00
<b>Total</b>	<b>133.57</b>	<b>61.88</b>

<sup>1</sup> Includes 'Property Acquisition' budget (excluding land purchase) presented to DCA Board on 7/19/18.

<sup>2</sup> Includes 'Utilities' budget presented to DCA Board on 7/19/18.

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The FY 2018-19 Adopted Budget has been restated consistent with the budget structure prescribed in the Joint Exercise of Powers Agreement between DWR and the JPA.

**Program Management:** The adopted budget for FY 2018-19 for this category was \$21.97 million; the revised forecast is \$17.30 million.

This category includes planned expenditures to conduct the following work: establish both the interim and long-term WaterFix program office; establish all management, legal, administrative, and financial functions required for the efficient operation of the program office; commence project management information collection and reporting efforts; conduct public outreach activities; establish and operate all information technology systems required by the program; develop property ownership and mineral rights documentation to support future acquisition efforts; develop fee title as well as temporary and permanent easement documents; and conduct survey and mapping activities.

**Engineering Management:** The adopted budget for FY 2018-19 for this category was \$46.74 million; the revised forecast is \$40.31 million.

This category includes planned expenditures to conduct the following work: establish office of the Chief Engineer; initiate activities of the Engineering Design Manager; and establish other technical investigations to support the timely advancement of the overall program. Long lead time activities such as geotechnical investigations are planned to be initiated during the fiscal year.

Initial detailed engineering studies and investigations are planned for the Engineering Design Manager in the fiscal year, and will build upon the conceptual engineering efforts that have previously been completed during the planning phase of the program. Commencement of these early engineering activities are included for the current fiscal year to ensure that subsequent detailed engineering design and property acquisition activities can commence on schedule in future fiscal years without impacting the overall program schedule and cost.

Also included are planned expenditures to make payments to Sacramento Municipal Utility District (SMUD) and Western Area Power Administration (WAPA) in accordance with agreements expected to be executed with these two agencies in fall 2018; commence design of electrical transmission lines and facilities that are necessary for providing electrical service for future tunnel construction; and develop plans for provision of energy required for future construction activities. SMUD and WAPA have previously completed studies for their respective electrical systems to identify the scope of work required to provide power to the project, both for construction and operation of the program facilities. DWR is in the final stage of negotiating agreements with each agency based on the scope of work. Under the terms of the agreements, payments to both agencies will be made in order for the agencies to commence design activities and to procure long lead-time pieces of equipment for the power transmission systems that they will be building to support the program.

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**Environmental:** The adopted budget for FY 2018-19 for this category was \$6.92 million; the revised forecast is \$4.27 million.

This category includes planned expenditures to conduct the following work: develop a mitigation measure compliance tracking system for program-related construction activities; acquire air quality mitigation agreements and off-sets; establish conservation easements and acquire mitigation lands as required by permits; and conduct biological resource surveys and implement avoidance measures and monitoring. Many of these activities have already been initiated by DWR, and all relevant work items have been transferred over to the DCA for completion. Several permits will remain with DWR for completion of acquisition and for implementation. Delays in the completion of this DCA-related environmental planning work will potentially delay the commencement of future construction activities and impact overall program cost.

**Construction:** The adopted budget for FY 2018-19 for this category was \$14.55 million; and the revised forecast includes no expenditures.

Initiation of construction is contingent upon receiving key permits and approvals, including the Change of Point of Diversion (COPD) permit from the State Water Resources Control Board. DWR retains responsibility for successfully completing this permit process with assistance from the DCA. For the purposes of this budget, it is assumed that the permits, including the COPD permit, required to start construction on WaterFix facilities will be received in 2019.

**Land Acquisition:** The adopted budget for FY 2018-19 for this category was \$1.0 million; the revised forecast includes no expenditures during the fiscal year.

This category included planned expenditures for land acquisition on Bouldin Island.

**Mitigation:** The adopted budget for FY 2018-19 for this category and the revised forecast include no expenditures.

**Contingency:** The FY 2018-19 Adopted Budget included a contingency of \$42.40 million; the revised forecast does not include a contingency, as those funds are now forecasted to be expended in FY 2019-20.

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**Funding:**

The source of funding for the FY 2018-19 Budget is the series of funding commitments that have been made by the members of the DCA JPA plus additional funds from DWR. In total, the funding commitments at the present time are \$133.57 million.

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**Recommended Action:**

Adopt the Budget Revision for FY 2018-19 by Minute Order.

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**Attachments:**

Attachment 1 – FY 2018-19 Adopted Budget & Revised Forecast

Attachment 2 – FY 2018-19 Quarterly Spending

Attachment 3 – Presentation



# DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

## FY 2018-19 ADOPTED BUDGET & REVISED FORECAST

Item	Activity	Adopted FY 2018-19 Budget (Millions \$)	Revised FY 2018-19 Forecast (Millions \$)
1	Program Management <sup>1</sup>	\$ 21.97	\$ 17.30
2	Environmental	\$ 6.92	\$ 4.27
3	Engineering Management <sup>2</sup>	\$ 46.74	\$ 40.31
4	Construction	\$ 14.55	\$ 0.00
5	Land Acquisition	\$ 1.00	\$ 0.00
6	Mitigation	\$ 0.00	\$ 0.00
7	Contingency	\$ 42.40	\$ 0.00
Total		\$ 133.57	\$ 61.88

<sup>1</sup> Includes 'Property Acquisition' budget (excluding land purchase) presented to DCA Board on 7/19/18.

<sup>2</sup> Includes 'Utilities' budget presented to DCA Board on 7/19/18.

Totals may not add due to rounding

# CALIFORNIA WATERFIX REVISED FY 2018-19 FORECAST

## QUARTERLY SPENDING

(MILLIONS \$)

		Revised FY 2018-19 Forecast							
Item	Activity	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
1	Program Management	\$	1.66	\$	3.27	\$	5.33	\$	7.05
2	Environmental	\$	1.03	\$	1.49	\$	1.11	\$	0.64
3	Engineering Management	\$	.41	\$	8.44	\$	16.10	\$	15.36
4	Construction		-		-		-		-
5	Land Acquisition		-		-		-		-
6	Mitigation		-		-		-		-
7	Contingency		-		-		-		-
Total		\$	3.10	\$	13.20	\$	22.54	\$	23.05
									\$ 61.88

Totals may not add due to rounding



**DCA**

DELTA CONVEYANCE **DESIGN**  
& **CONSTRUCTION AUTHORITY**

*California WaterFix*

## **CONSIDER APPROVING BUDGET REVISION FOR FY 2018-19**

AGENDA ITEM 9A | ATTACHMENT 3

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December 20, 2018





# DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY FY 2018-19 BUDGET

## STRATEGIC OBJECTIVES

- ☐ Establish DCA: Executive Office, support for Program Management Office, and key Program areas
- ☐ Initiate critical path and long-lead time activities that could delay construction activities or impact overall program cost
  - ☐ Environmental planning
  - ☐ Geotechnical investigations
  - ☐ Permitting
  - ☐ Property rights
  - ☐ Utility interconnections



## DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY FY 2018-19 ADOPTED BUDGET & REVISED FORECAST

Item	Activity	Adopted FY 2018-19 Budget (Millions \$)	Revised FY 2018-19 Forecast (Millions \$)
1	Program Management <sup>1</sup>	\$ 21.97	\$ 17.30
2	Environmental	\$ 6.92	\$ 4.27
3	Engineering Management <sup>2</sup>	\$ 46.74	\$ 40.31
4	Construction	\$ 14.55	\$ 0.00
5	Land Acquisition	\$ 1.00	\$ 0.00
6	Mitigation	\$ 0.00	\$ 0.00
7	Contingency	\$ 42.40	\$ 0.00
Total		\$ 133.57	\$ 61.88

<sup>1</sup> Includes 'Property Acquisition' budget (excluding land purchase) presented to DCA Board on 7/19/18.

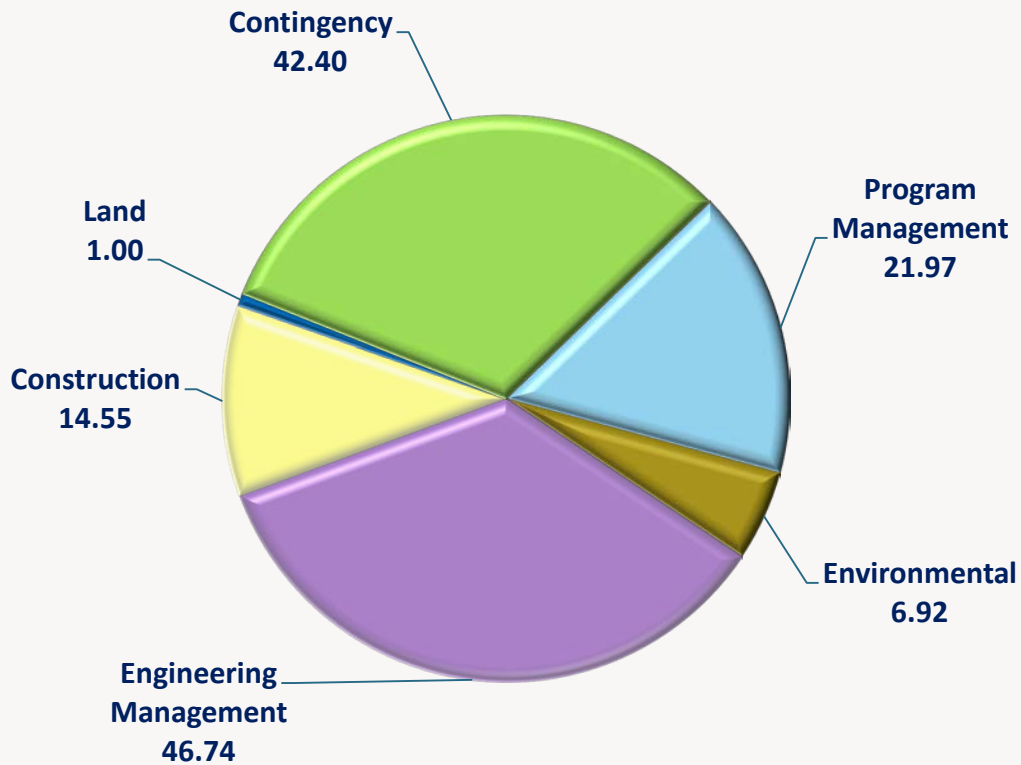
<sup>2</sup> Includes 'Utilities' budget presented to DCA Board on 7/19/18.

Totals may not add due to rounding



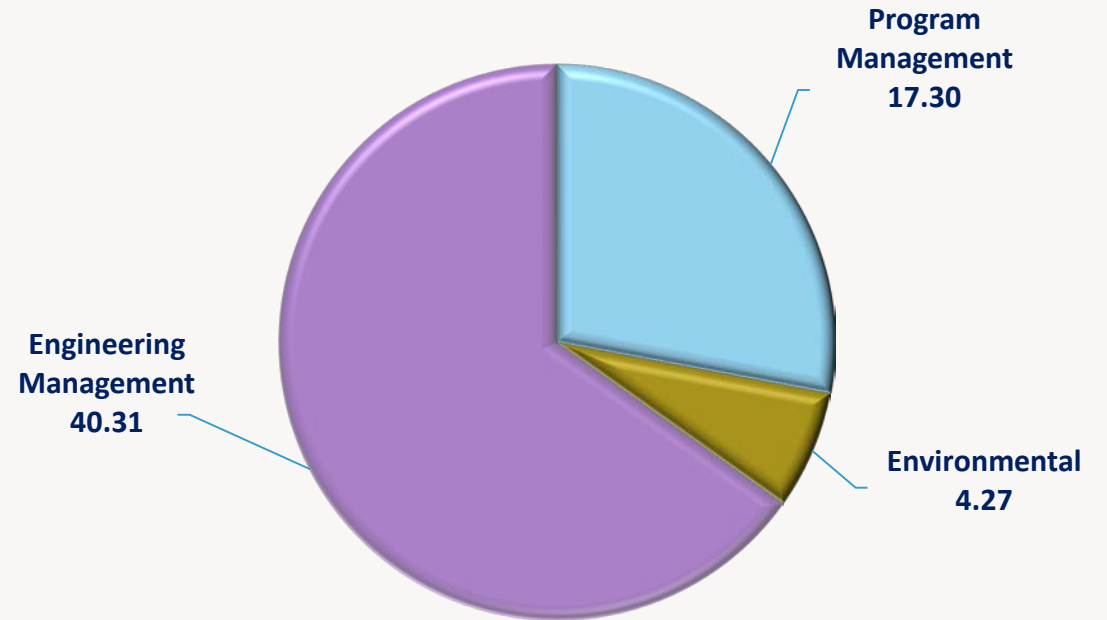
# DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

## FY 2018-19 ADOPTED BUDGET



**TOTAL: \$133.57M**

## FY 2018-19 REVISED FORECAST



**TOTAL: \$61.88M**

## PROGRAM MANAGEMENT

<b>Adopted FY 18-19 Budget</b>	<b>\$21.97M</b>
<b>Revised FY 18-19 Forecast</b>	<b>\$17.30M</b>

- ☐ Executive office: Director, Legal, External Affairs
- ☐ Finance: Financial systems and controls, accounting, billing, audit
- ☐ Program Management: Project controls, document management, procurement support, project management
- ☐ Program office space: Interim and long-term office space
- ☐ Information Technology: Hardware/software purchases and technical support
- ☐ Property Acquisition: Survey and mapping, obtain temporary entry permits, develop real estate requirements, determine surface and subsurface property rights along entire program corridor, and investigate utility relocations

## ENGINEERING MANAGEMENT

<b>Adopted FY 18-19 Budget</b>	<b>\$46.74M</b>
<b>Revised FY 18-19 Forecast</b>	<b>\$40.31M</b>

- ☐ Establish Engineering Office: Chief Engineer and support staff with subject matter experts
- ☐ Commence activities of Engineering Design Manager
- ☐ Commence geotechnical investigations
- ☐ Commence utilities, power and roads design
- ☐ Commence tunnel & shafts design

## ENVIRONMENTAL

<b>Adopted FY 18-19 Budget</b>	<b>\$6.92M</b>
<b>Revised FY 18-19 Forecast</b>	<b>\$4.27M</b>

- ☐ Develop mitigation and compliance program
- ☐ Enter into air quality mitigation agreements and off-sets
- ☐ Secure mitigation lands (fee or easements)
- ☐ Conduct environmental surveys
- ☐ Implement avoidance measures and monitoring programs
- ☐ Initiate wetlands restoration



# CALIFORNIA WATERFIX REVISED FY 2018-19 FORECAST

## QUARTERLY SPENDING

(MILLIONS \$)

										Revised FY 2018-19 Forecast
Item	Activity	Quarter 1		Quarter 2		Quarter 3		Quarter 4		
1	Program Management	\$	1.66	\$	3.27	\$	5.33	\$	7.05	\$ 17.30
2	Environmental		1.03		1.49		1.11		0.64	4.27
3	Engineering Management		0.41		8.44		16.10		15.36	40.31
4	Construction		-		-		-		-	-
5	Land Acquisition		-		-		-		-	-
6	Mitigation		-		-		-		-	-
7	Contingency		-		-		-		-	-
Total		\$	3.10	\$	13.20	\$	22.54		23.05	\$ 61.88

Totals may not add due to rounding



# CALIFORNIA WATERFIX

## FY 2018-19 FUNDING CONTRIBUTIONS

Item	Activity	Cost (Millions \$)	
1	Metropolitan Water District of Southern California	\$	86.00
2	San Bernardino Valley Municipal Water District	\$	10.00
3	Alameda County Flood Control and Water Conservation District Zone 7	\$	0.25
4	Other Contractors (2019 SOC)	\$	7.49
5	DWR Funding	\$	29.83
Total		\$	133.57

Totals may not add due to rounding



## STAFF RECOMMENDATION

- Adopt the FY 2018/19 Revised Budget by Minute Order

## **Board Memo**

**Contact:** Jill Duerig, Interim Executive Director

**Date:** 12/20/2018 Board Meeting

**Item No. 9b**

**Subject:**

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Consider adopting the Delta Conveyance Design and Construction Authority Small and Disabled Veteran Business Enterprise Policy.

**Executive Summary:**

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Staff has prepared the attached Small and Disabled Veteran Business (Small Business) Policy. This policy is intended to provide DCA guidelines for small and disabled veteran-owned business.

**Detailed Report:**

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During an estimated 15-year construction period for California WaterFix (CFW), the DCA will be issuing hundreds of professional service agreements, construction contracts and procurement solicitations.

The Department of Water Resources actively supports the California Small Business Program. In recognizing the significant economic contribution made by California Small Businesses, Executive Order S-02-06 issued February 2, 2006 mandates each California agency and department to meet annual California Small Business participation goals of 25 percent. These goals are achieved through contract awards made directly to the Small Business community or through subcontracted partnerships between Prime firms and small businesses, and each year DWR is required to track, tabulate and report overall expenditures made in the Small Business sector. The state also supports 3 percent for Disabled Veteran Business Enterprises as a target for participation in projects.

The DCA is also committed to ensuring that Small and Disabled Veteran Business Enterprises are provided the opportunity to compete and participate in contracting opportunities.

Staff recommends that the DCA Board adopt a policy directing staff to:

- Comply with State and federal regulations

- 
- Establish an overall Small Business Enterprise (SBE) goal of 25 percent
  - Establish a 3 percent goal for Disabled Veteran Business Enterprise (DVBE)
  - Monitor SBE/DVBE compliance
  - Report annually on the SBE/DVBE utilization
  - Educate Small Business Enterprises and Disabled Veteran Business Enterprises about DCA contracting opportunities

**Funding:**

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N/A

**Recommended Action:**

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Adopt the attached resolution adopting the Small and Disabled Veteran Policy and authorizing the Interim Executive Director to implement the program.

**Attachments:**

Attachment 1 - Resolution 18-XX

Attachment 2 - SBE/DVBE Agency Goal Comparison

Attachment 3 - Total SBE Utilization

Attachment 4 - Small Business (SB) and Disabled Veteran Business Enterprise (DVBE)  
Participation in State Contracting

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

**RESOLUTION NO. 18-XX**

**Introduced by Director xxxx**

**Seconded by Director xxxx**

**SMALL AND DISABLED VETERAN BUSINESS ENTERPRISE POLICY**

**BACKGROUND**

It is the intent of the DCA Board to develop, implement, monitor, and report a Small and Disabled Veteran program which both encourages diversity and complies with State and federal law.

In the event of any conflicts between federal regulations and the DCA's SB program, federal regulations will prevail.

**RESOLUTION**

The DCA Board hereby adopts the following policy and authorizes the Interim Executive Director to take all steps necessary and appropriate to implement a Small and Disabled Veteran Business Program based on the following policy principles:

- Pursue an overall Small Business Enterprise (SBE) goal of 25% and Disabled Veteran Business Enterprise (DVBE) goal of 3%;
- Monitor SBE/DVBE compliance and report annually on SBE/DVBE Utilization;
- Educate the public about contracting opportunities through website, social media and community outreach and workshop programs;

\* \* \* \* \*

This Resolution was passed and adopted this 20<sup>th</sup> day of December, 2018, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

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Tony Estremera, Board President

Attest:

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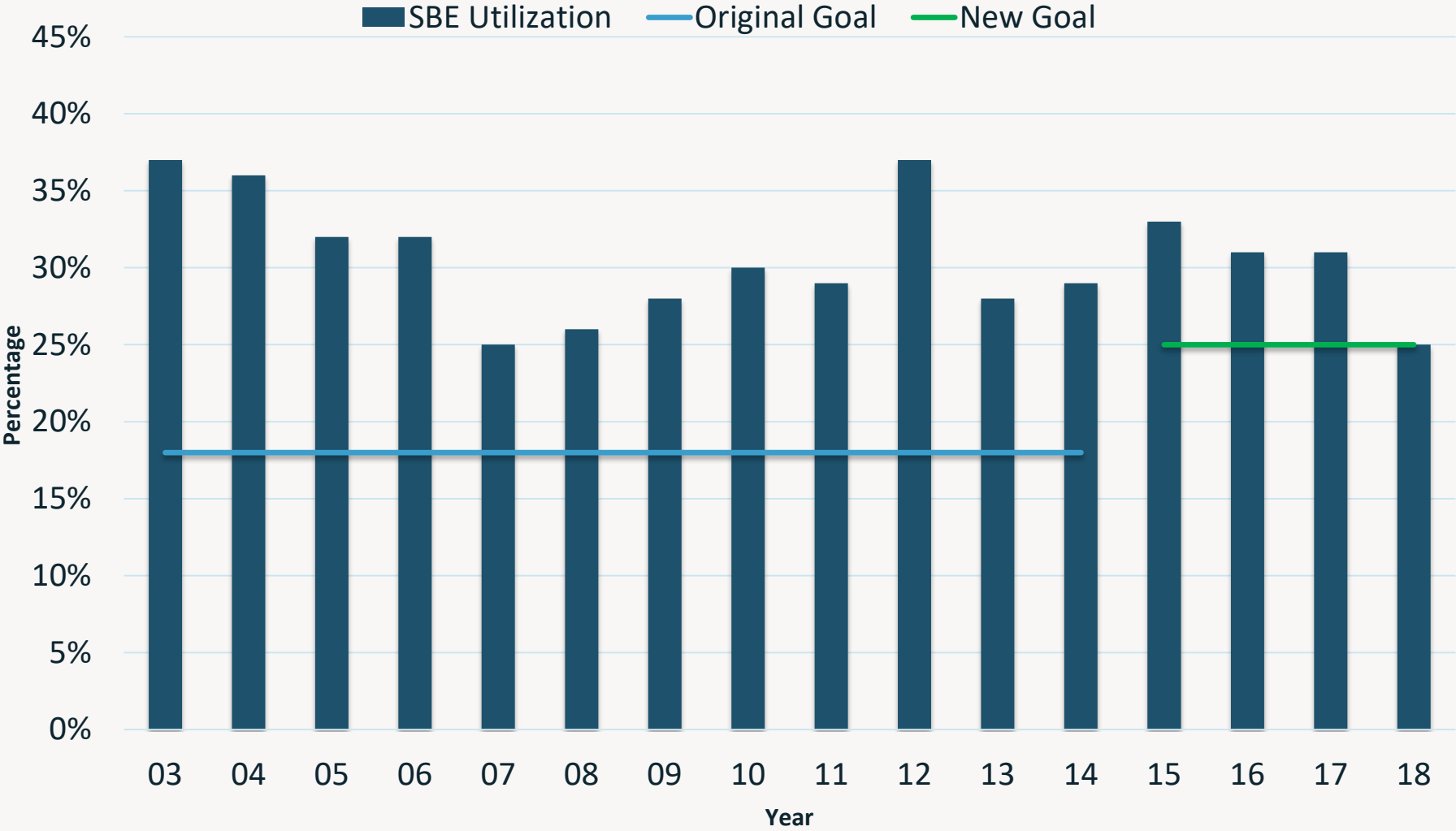
Sarah Palmer, Secretary

# SBE/DVBE AGENCY GOAL COMPARISON

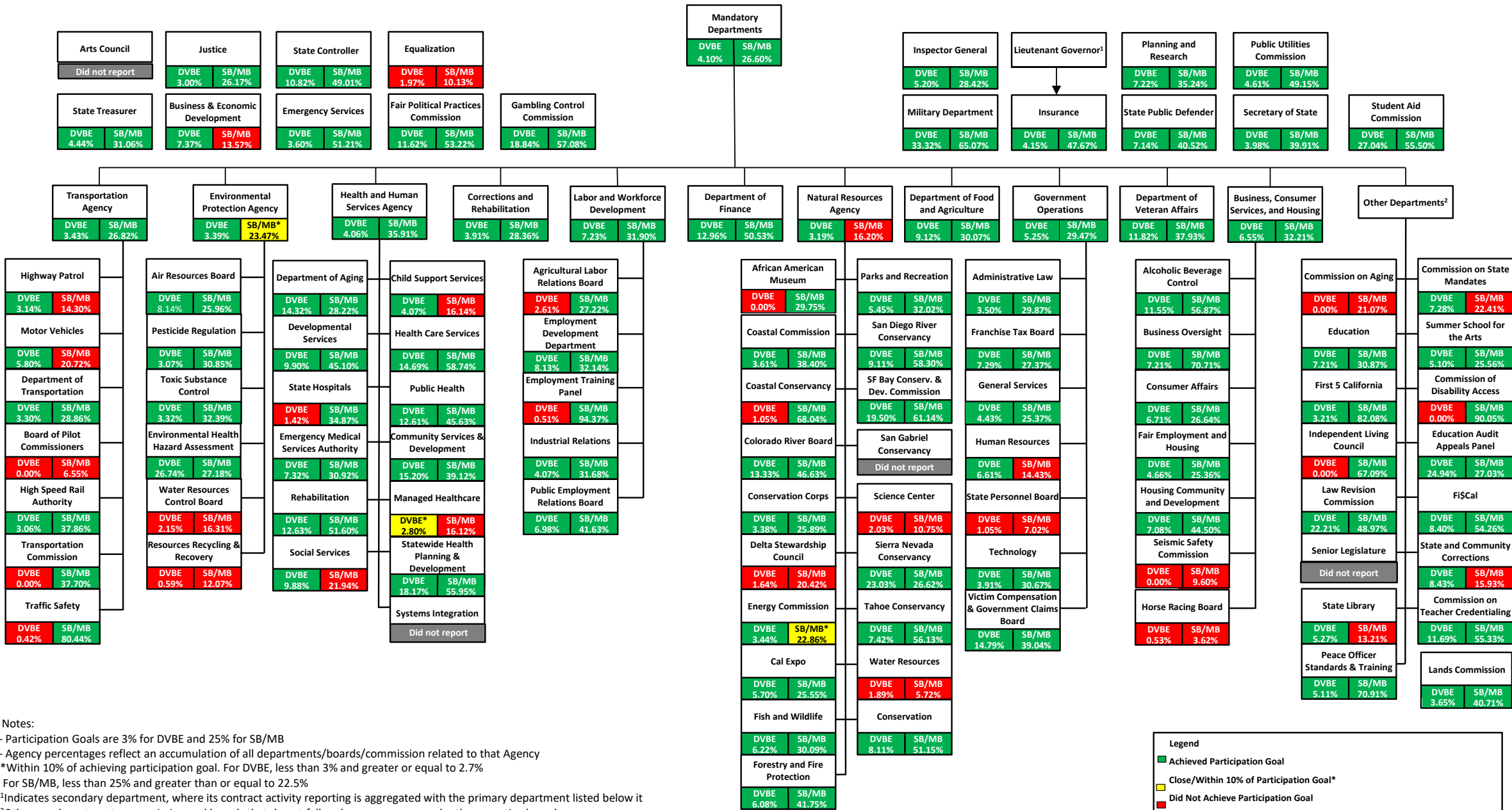
AGENCY	SMALL BUSINESS	DISABLED VETERAN BUSINESS
DCA	25%	3%
STATE OF CALIFORNIA	25%	3%
METROPOLITAN WATER DISTRICT	25%	--
HIGH -SPEED RAIL AUTHORITY	30%	3%

# METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

## TOTAL SBE UTILIZATION



Small Business (SB) and Disabled Veteran Business Enterprise (DVBE) Participation in State Contracting  
Fiscal Year 2016-2017



Notes:

- Participation Goals are 3% for DVBE and 25% for SB/MB
- Agency percentages reflect an accumulation of all departments/boards/commission related to that Agency
- \*Within 10% of achieving participation goal. For DVBE, less than 3% and greater or equal to 2.7%
- For SB/MB, less than 25% and greater than or equal to 22.5%
- <sup>1</sup>Indicates secondary department, where its contract activity reporting is aggregated with the primary department listed below it
- <sup>2</sup>Other are departments, commission and boards that do not fall under an agency or under the executive branch
- <sup>3</sup>The Department of General Services current reporting is based on partial data, hence subject to change as information is available

**Legend**

- Achieved Participation Goal
- Close/Within 10% of Participation Goal\*
- Did Not Achieve Participation Goal
- Did Not Report

## **Executive Director's Report**

**Contact:** Jill Duerig, Interim Executive Director

**Agenda Date:** December 20, 2018

**Item No. 10a**

**Subject:** Executive Director's Monthly Report

### **Summary:**

Activities since the November meeting have been focused on beginning to address some of the longer-term needs of implementing the Delta Conveyance program and providing continued direction to the transition team. Coordination with DWR continues through its Design Construction Oversight (DCO) team.

### **Detailed Report:**

The DCA and DCO teams continue to collaborate continuously. Weekly coordination meetings are ongoing. The DCO has concurred in sole source awards pursuant to Metropolitan Water District's procurement guidelines for a couple critical contracts. Another DWR staff member joined the DCA, Scott Hunt, who will be working on power-related efforts.

A Request for Qualifications (RFQ) was issued for power support services in November. The next RFQ was for Environmental Permitting Support Services, issued in early December. All RFQs are posted on PlanetBids which can be accessed through the DCA website and interested consultants can register in advance if interested in future postings.

Staff completed a pre-meeting with the Program Management Information System (e-builder) project manager. The next steps completed in preparation for launching the system were a pre-meeting and a three-day discovery and design workshop conducted in early December.

While agreements are under review and negotiation, the engineering design manager, Jacobs, and the geotechnical consultant, Fugro, started to develop a work plan for 2019 and identified all the boring and CPT locations.

Similarly, the real property consultants are being engaged in forming policies, processes, and procedures that meet regulatory requirements while suggesting ways to streamline as much as possible. Engaging them in this effort will provide them with the opportunity to provide input as well as a sense of responsibility to follow those rules. They will also provide input on the Real Estate Plan required under the JEPA agreement. Once agreements are executed, the DCA staff will seek input from the consultants over the coming weeks in an effort to create the best plan and processes possible.

### **Recommended Action:**

Information, only.

### **Attachments:**

Summary of contracts executed since last report



**DCA CONTRACTS EXECUTED SINCE LAST REPORT**

Company Name	Description	Type	Execution Date	Expiration Date	Amount	Board Authority	
						Reso No	Date
CDM Smith	PMIS Implementation & Other IT Support Services	Agreement	11/22/18	11/19/19	\$74,999.00	18-4	19-Jul-18
AECOM	Port of Stockton Presentation & Support Services	Agreement	12/06/18	02/28/19	\$15,000.00	18-4	19-Jul-18
Metropolitan Water District	Engineering Support Services	Task Order	11/09/18	06/30/19	\$263,497.37	18-2	19-Jul-18
Metropolitan Water District	Property Acquisition Support Services	Task Order	11/05/18	06/30/19	\$169,543.20	18-2	19-Jul-18
Metropolitan Water District	External Affairs Support Services	Task Order	12/06/18	12/31/19	\$511,197.76	18-2	19-Jul-18
<b>Total Executed Agreements</b>					<b>\$1,034,237.33</b>		

## **General Counsel's Report**

**Contact:** Stefanie Morris, Interim General Counsel

**Agenda Date:** December 20, 2018

**Item No. 10b**

**Subject:** General Counsel's Monthly Report

### **Summary:**

General Counsel has spent a majority of time working with staff regarding procurement 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 implement activities approved by the board, including working with DCA procurement team to finalize consultant contracts. General Counsel continues to coordinate with the Executive Director to ensure compliance with the JEPA with all DCA activities. General Counsel continues to coordinate with DWR in responding to various submittals for the Delta Stewardship Council's Certification of Consistency for WaterFix appeals process. Early this month DWR withdrew the Certification of Consistency at the request of the Council's chair. DWR will now work with Council staff towards refiling a new Certification of Consistency at a later date. DCA staff will continue to engage with DWR on this process. 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.

## **Treasurer's Report**

**Contact:** June Skillman, Treasurer

**Agenda Date:** December 20, 2018

**Item No. 10c**

**Subject:** Treasurer's Monthly Report, November 2018

### **Summary:**

During November 2018, receipts totaled \$79,332, consisting of interest earned on the DCA Start-up Trust cash balance in October 2018 and contributions from the Department of Water Resources, Delta Conveyance Office (DCO). During November 2018, disbursements totaled \$350,539. The DCA cash balance at November 30, 2018 was \$234,417.

As of November 30, 2018, receivables totaled \$892,063, consisting of interest earned on the DCA cash balances during November 2018 and three invoices to the DCO. As of November 30, 2018, accounts payable totaled \$465,819 and the total net position was \$660,661.

In addition to statements for the month of November 2018, statements for the five months ended November 2018 are attached, as are a schedule of Invoices Paid in November 2018 and Aging Schedules for Accounts Payable and Accounts Receivable.

### **Detailed Report:**

See attached statements.

### **Recommended Action:**

Information, only.

### **Attachments:**

November 2018 DCA Statements

## DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

## Statement of Cash Receipts and Disbursements

Month Ended November 30, 2018

## Receipts:

Contributions	\$ 78,218	
Interest receipts from October	<u>1,114</u>	<u>\$ 79,332</u>

## Disbursements:

Consulting services	184,337	
Software expenses	157,726	
Meeting expenses	<u>8,476</u>	<u>350,539</u>

Net change in cash		(271,207)
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Cash at November 1, 2018		<u>505,624</u>
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Cash at November 30, 2018		<u><u>\$ 234,417</u></u>
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## DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

## Balance Sheet

As of November 30, 2018

## Assets:

Cash	\$	234,417
Accounts receivable		891,390
Interest receivable		<u>673</u>
Total assets	\$	<u><u>1,126,480</u></u>

## Liabilities:

Accounts payable	\$	<u>465,819</u>
Total liabilities		465,819

## Net position

		<u>660,661</u>
Total liabilities and net position	\$	<u><u>1,126,480</u></u>

## DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

Statement of Cash Receipts and Disbursements  
for the Five Months Ended November 30, 2018

## Receipts:

Contributions	\$	78,218	
Interest		<u>5,841</u>	<u>\$ 84,059</u>

## Disbursements:

Insurance premiums	30,876	
Consulting services	420,515	
Software expenses	157,726	
Legal services	26,765	
Meeting expenses	<u>10,198</u>	<u>646,080</u>

Net change in cash	(562,021)
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Cash at July 1, 2018	<u>796,438</u>
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Cash at November 30, 2018	<u><u>\$ 234,417</u></u>
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## DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY

## Profit &amp; Loss

Month Ended November 30, 2018

	<u>Nov '18</u>	<u>Jul '18 - Nov '18</u>
Revenues		
Contributions	\$ 242,695	\$ 969,608
Interest Income	<u>673</u>	<u>5,473</u>
Total Revenues	<u>243,368</u>	<u>975,081</u>
Expenses		
Insurance premiums	—	30,876
Consulting services	21,550	724,796
Software expenses	31,895	189,621
Legal services	32,800	132,963
Meeting expenses	<u>4,232</u>	<u>13,980</u>
Total Expenses	<u>90,477</u>	<u>1,092,236</u>
Net Profit (Loss)	<u>\$ 152,891</u>	<u>\$ (117,155)</u>

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

**DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY**

Schedule of Invoices Paid

Month Ended November 30, 2018

<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Date</u>	<u>Payment Date</u>	<u>Period of Expense</u>	<u>Amount</u>	<u>Disbursement Category</u>
1 Management Partners	INV06459	10/2/2018	11/8/2018	9/4/18-9/28/18	\$ 21,500	Consulting services
2 Spark Street Digital	1623	10/12/2018	11/9/2018	8/16/2018	3,537	Meeting expenses
3 Spark Street Digital	1624	10/12/2018	11/9/2018	9/20/2018	3,466	Meeting expenses
4 Sacramento Public Library Authority	3143	10/25/2018	11/2/2018	11/15/18-1/16/19	650	Meeting expenses
5 e-Builder	5850	10/30/2018	11/29/2018	10/27/18-10/26/19	157,726	Software expense
6 A.N.G Audio Visual Services	15576	10/18/2018	11/7/2018	10/18/2018	822	Meeting expenses
7 The Hallmark Group	180004-02	10/16/2018	11/8/2018	9/1/18-9/30/18	162,837	Consulting services
					<u>\$ 350,539</u>	
				Consulting services	\$ 184,337	
				Software services	157,726	
				Meeting expenses	8,476	
					<u>\$ 350,539</u>	

\*Totals may not foot due to rounding.



# **DELTA CONVEYANCE DESIGN AND CONSTRUCTION AUTHORITY**

## Accounts Payable Aging Schedule As of November 30, 2018

<u>Payable To:</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>Total</u>
Best, Best, & Krieger					
Invoice # 829994	\$ 7,503	\$ —	\$ —	\$ —	\$ 7,503
Invoice # 832282	14,163	—	—	—	14,163
Invoice # 835122	57,126	—	—	—	57,126
Invoice # 838730	32,800	—	—	—	32,800
Invoice # 838907	6,970	—	—	—	6,970
Commuter Industries					
Invoice #180144	2,639	—	—	—	2,639
Invoice #180152	943	—	—	—	943
Keogh					
Invoice # 113018	363	—	—	—	363
Management Partners					
Invoice # INV06552	21,937	—	—	—	21,937
Invoice # INV06664	21,187	—	—	—	21,187
Metropolitan Water District					
Invoice #501514	24,014	—	—	—	24,014
Invoice #501518	68,875	—	—	—	68,875
Periscope Intermediate Corp					
Invoice #SI4833	770	—	—	—	770
PlanetBids					
Invoice #1003232	31,125	—	—	—	31,125
Sacramento Public Library Authority					
Invoice # 3167	200	—	—	—	200
The Hallmark Group					
Invoice # 180004-03	175,205	—	—	—	175,205
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	\$ 465,819	\$ —	\$ —	\$ —	\$ 465,819
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

\*Totals may not foot due to rounding.

## Accounts Receivable Aging Schedule As of November 30, 2018

<u>Receivable From:</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>Total</u>
Department of Water Resources					
Invoice #DCA 2018-02	\$ 648,696	\$ —	\$ —	\$ —	\$ 648,696 **
Invoice #DCA 2018-03	234,004	—	—	—	234,004
Invoice #DCA 2018-01-Retention	8,691	—	—	—	8,691
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 891,390	\$ —	\$ —	\$ —	\$ 891,390
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

\*Totals may not foot due to rounding.

\*\*Wire received on 12/4/18 totaled \$648,042