



# Monthly Board Report

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

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SUMMARY OF  
WORK

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COMMUNITY  
ENGAGEMENT

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BUDGET

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CONTRACTS

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SCHEDULE



Agenda Item 7a

SEPTEMBER 2022

(ACTIVITIES IN AUGUST)

# Section 1 | Work Performed (August 2022 Activities)

**Program Management.** The team continued program-wide support activities and implementation of the Program Management Information System.

- Continue processing invoices for FY21/22
- Development and processing of Task Orders, Task Order Amendments and Purchase Orders for FY22/23
- Development of Funding Management in e-Builder
- Support vendors with invoice submission and contract amendment requests
- Continue development of SOPs
- Continue FY21/22 Closeout and submit preliminary DCO Final report
- Support contract managers with financial forecasting and cashflow projections
- Continue development of master programmatic schedule

**Administration.** The Administrative team continued to support functions including IT support, in-person and virtual meetings, Social Media content/updates as well as COVID-19 facility response/preparedness.

- Supported DCA Board of Directors and coordination of DCA events
- Executed FY22/23 Agreements and Task Orders
- Coordination of DCA Change Board meetings/actions
- DCA Website review and updates including continued support for hosting Engineering Project Reports (EPRs)
- Supported distribution for public requests for support in downloading or obtaining EPRs
- Pushed DCA updates via Social Media Outlets, created reminders about resource materials

**Engineering.** The engineering team primarily focused on supporting the Department of Water Resources (DWR) Delta Conveyance Office (DCO) permitting efforts while also continuing to develop and progress engineering studies.

- Responded to requests for information (RFIs) from DCO environmental team regarding conceptual designs, geographic information systems (GIS) features, and/or quantities
- Progressed engineering studies to document concepts for consideration during future design phases.
- Continued review of existing Delta-wide subsurface information
- Continued engineering support for Summer/Fall 2022 investigation program

**Field Work.** The field work team continued efforts to collect data to support evaluation of Delta-wide subsurface conditions and validation of parameters assumed during development of conceptual designs.

- Continued preparing Geotechnical Data Report (GDR) for Spring 2022 Investigation Program
- Continued implementation of Summer 2022 Investigation Program
- Continued coordination with environmental team to plan overwater borings and review permitting requirements for Fall 2022 Investigation Program
- Continued coordination of Temporary Entrance Permits (TEPs) required for the Fall 2022 and Spring 2023 Investigation Programs



# Section 1 | One Month Look-Ahead (September 2022 Activities)

## Program Management

- Continue processing invoices for FY21/22
- Development and processing of Task Orders, Task Order Amendments and Purchase Orders for FY22/23
- Development of Funding Management in e-Builder
- Support vendors with invoice submission and contract amendment requests
- Continue development of SOPs
- Continue FY21/22 Closeout and submit preliminary DCO Final report
- Support contract managers with financial forecasting and cashflow projections
- Continue development of master programmatic schedule

## Administration

- Continue support to DCA office including all Administrative, Facility and IT functions
- Continue support for DCA Board of Directors meetings and monthly report generation
- Continue coordination of DCA Change Control Board meetings/actions



- Continue support for stakeholder engagement and outreach efforts including community meeting preparation
- Support for DCA Procurement Activities
- Continue to manage and coordinate content for Social Media outlets

## Engineering

- Continue to respond to requests for clarification on conceptual designs, GIS features and/or quantities from environmental team
- Continue assisting DWR with agency and utility coordination activities
- Continue review of existing Delta-wide subsurface information
- Continue providing engineering support to the Summer and Fall 2022 Investigation Programs

## Field Work

- Continue preparing Geotechnical Data Report (GDR) for Spring 2022 Investigation Program
- Review final monthly and quarterly reports associated with cultural and biological surveys conducted during remainder of Spring 2022 Investigation Program
- Complete Summer 2022 Investigation Program
- Begin Fall 2022 exploration program
- Continue planning and coordination associated with Spring 2023 Investigation Program

## Section 2 | Community Engagement



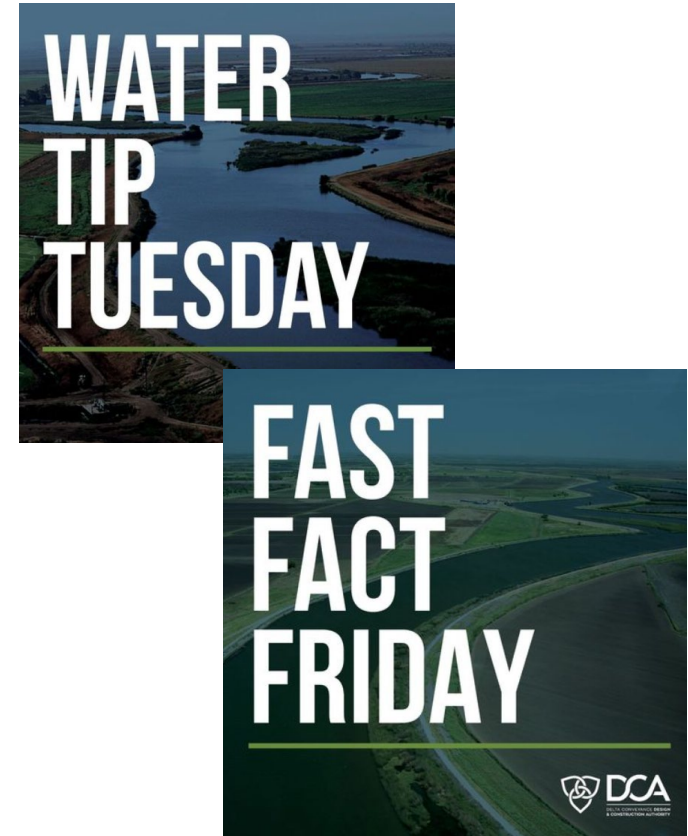
### Delta Conveyance Project Posters

The DCA released three (3) informational Q&A posters regarding Intakes, Tunnels, and the Bethany Reservoir Alternative. The posters were distributed and posted throughout the Delta at about 150 locations including Libraries, Post Offices, Marinas, Markets, Bait Shops, and other places of interest. You can find all three (3) posters, both in English and Spanish, on our website ([dcdca.org](http://dcdca.org)) in the [Informational and Technical Documents](#) section of the Document Library, Social Media platforms or click the links below.

- [Intakes Poster – English](#)
- [Tunnels Poster – English](#)
- [Bethany Reservoir Alternative Poster – English](#)
- [Intakes Poster – Spanish](#)
- [Tunnels Poster – Spanish](#)
- [Bethany Reservoir Alternative Poster – Spanish](#)

### Delta Conveyance Project Outreach Efforts

The DCA team in collaboration with DWR's Communications team distributed updated materials in the 20 Delta libraries including a complete refresh of the DCA Mapbook, and USB drives with the Draft Environmental Impact Report (EIR) in addition to the Engineering Project Reports (EPRs). Most of the libraries have reliable Wi-Fi and computers to view documents; anyone who seeks information at their local library will be able to access it. USB drives with the Draft EIR and EPRs were distributed to all former SEC Members. Request for additional USB drives to distribute throughout the Delta communities were received, and the DCA team provided 70 additional digital copies to the requestors.



### DCA Social Media Updates

- The Facebook post regarding the release of informational posters reached 19,220 people
- The total Daily Reach for August was 204,444
- August Facebook ads garnered 1.2M impressions



## Section 3 | Budget

**Budget.** The FY22/23 DCA budget has been approved and is \$31.16M. We are currently forecasting an Estimate at Completion budget of \$31.16M. The DCA has committed \$26.2M (details in Table 2) and has incurred \$1.16M in expenditures through the end of August (details in Table 2). Actual and planned cash flow curves are shown in Figure 1.

**Table 1 | Monthly Budget Summary (FY 22/23)**

Category	Original Budget	Current Budget	Current Commitments	Incurred to Date	EAC	Variance
<b>Program Management Office</b>						
Executive Office	3,638,955	3,638,955	2,791,596	98,039	3,615,991	(22,964)
Community Engagement	904,160	904,160	643,276	27,892	904,160	-
Program Controls	2,062,255	2,062,255	2,055,615	-	2,085,615	23,360
Administration	2,721,210	2,721,210	2,576,267	342,607	2,723,338	2,128
Procurement and Contract Administration	87,175	87,175	75,744	2,200	87,175	-
Property	490,160	490,160	490,026	50,369	490,160	-
Permitting Management	589,245	589,245	589,240	46,605	589,245	-
Health and Safety	50,595	50,595	50,592	-	50,595	-
Quality Management	62,020	62,020	62,016	-	62,016	(4)
Sustainability	39,000	39,000	36,480	-	36,480	(2,520)
<b>Program Initiation Office</b>						
Engineering	12,785,225	12,785,225	12,785,213	521,384	12,785,225	-
Fieldwork	7,733,720	7,733,720	4,011,349	100,213	7,733,720	-
	<b>\$ 31,163,720</b>	<b>\$ 31,163,720</b>	<b>\$ 26,167,414</b>	<b>\$ 1,189,309</b>	<b>\$ 31,163,720</b>	<b>\$ -</b>

## Section 3 | Budget *continued*

Table 2 | FY 22/23 Budget Detail

Work Breakdown Structure	Original Budget	Current Budget	Commitments	Pending Commitments	Actuals Received	Remaining Budget	% of Budget Remaining	Estimate At Completion	Variance (Surplus)/Deficit
<b>Delta Conveyance</b>	<b>\$ 31,163,720</b>	<b>\$ 31,163,720</b>	<b>\$ 26,167,414</b>	<b>\$ -</b>	<b>\$ 1,189,309</b>	<b>\$ 29,974,411</b>	<b>4%</b>	<b>\$ 31,163,720</b>	<b>\$ -</b>
<b>Executive Office</b>	<b>3,638,955</b>	<b>3,638,955</b>	<b>2,791,596</b>	<b>-</b>	<b>98,039</b>	<b>3,540,916</b>	<b>3%</b>	<b>3,615,991</b>	<b>(22,964)</b>
Management	1,751,265	1,751,265	1,717,396	-	67,168	1,684,097	4%	1,745,411	(5,854)
Legal	699,095	699,095	699,091	-	0	699,095	0%	699,095	-
Audit	30,000	30,000	0	-	0	30,000	0%	30,000	-
Treasury	297,115	297,115	263,744	-	26,162	270,953	9%	297,115	-
Human Resources	111,480	111,480	111,365	-	4,709	106,771	4%	111,480	-
Undefined Allowance	750,000	750,000	0	-	0	750,000	0%	732,890	(17,110)
<b>Community Engagement</b>	<b>904,160</b>	<b>904,160</b>	<b>643,276</b>	<b>-</b>	<b>27,892</b>	<b>876,268</b>	<b>3%</b>	<b>904,160</b>	<b>-</b>
Management	281,665	281,665	280,781	-	26,294	255,371	9%	281,665	-
Community Coordination	250,000	250,000	0	-	0	250,000	0%	250,000	-
Outreach	372,495	372,495	362,495	-	1,599	370,896	0%	372,495	-
<b>Program Controls</b>	<b>2,062,255</b>	<b>2,062,255</b>	<b>2,055,615</b>	<b>0</b>	<b>0</b>	<b>2,062,255</b>	<b>0%</b>	<b>2,085,615</b>	<b>23,360</b>
Management	525,330	525,330	524,983	-	0	525,330	0%	524,983	(347)
Cost Management	659,875	659,875	658,672	-	0	659,875	0%	658,672	(1,203)
Schedule Management	201,000	201,000	201,000	-	0	201,000	0%	201,000	-
Document Management	336,000	336,000	336,000	-	0	336,000	0%	336,000	-
Governance	340,050	340,050	334,960	-	0	340,050	0%	364,960	24,910
<b>Administration</b>	<b>2,721,210</b>	<b>2,721,210</b>	<b>2,576,267</b>	<b>-</b>	<b>342,607</b>	<b>2,378,603</b>	<b>13%</b>	<b>2,723,338</b>	<b>2,128</b>
Management	659,340	659,340	645,840	-	0	659,340	0%	659,340	-
Facilities	1,306,340	1,306,340	1,332,166	-	316,287	990,053	24%	1,308,260	1,920
Information Technology	755,530	755,530	598,261	-	26,319	729,211	3%	755,738	208
<b>Procurement &amp; Contract Administration</b>	<b>87,175</b>	<b>87,175</b>	<b>75,744</b>	<b>-</b>	<b>2,200</b>	<b>84,975</b>	<b>3%</b>	<b>87,175</b>	<b>-</b>
Procurement Management	87,175	87,175	75,744	-	2,200	84,975	3%	87,175	-

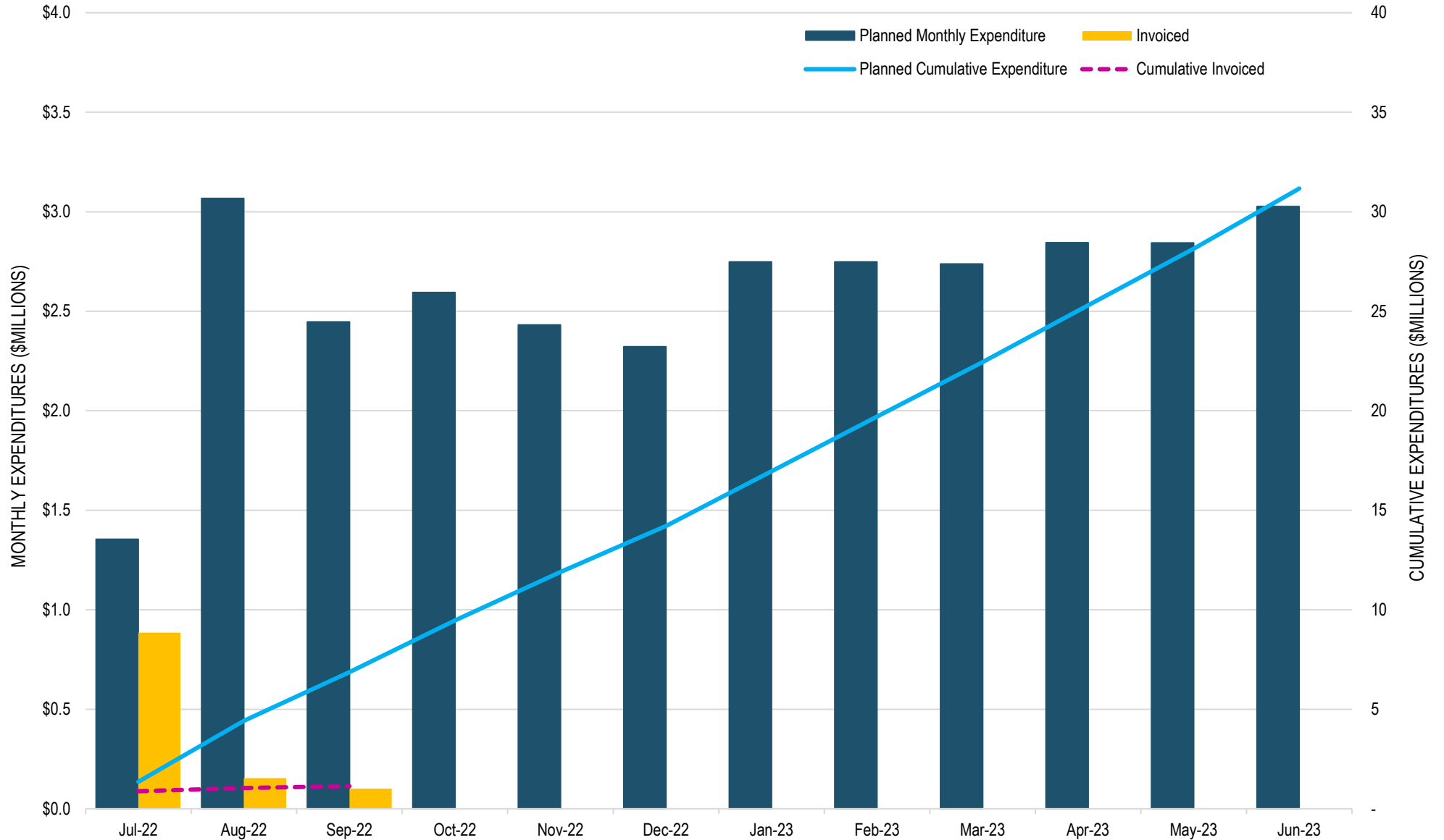
## Section 3 | Budget *continued*

Table 2 | FY 22/23 Budget Detail

Work Breakdown Structure	Original Budget	Current Budget	Commitments	Pending Commitments	Actuals Received	Remaining Budget	% of Budget Remaining	Estimate At Completion	Variance (Surplus)/Deficit
<b>Delta Conveyance</b>	\$ 31,163,720	\$ 31,163,720	\$ 26,167,414	\$ -	\$ 1,189,309	\$ 29,974,411	4%	\$ 31,163,720	\$ -
<b>Property</b>	<b>490,160</b>	<b>490,160</b>	<b>490,026</b>	<b>-</b>	<b>50,369</b>	<b>439,791</b>	<b>10%</b>	<b>490,160</b>	<b>-</b>
Management	140,160	140,160	140,160	-	0	140,160	0%	140,160	-
Property Agents	300,000	300,000	299,866	-	50,369	249,631	17%	300,000	-
Temporary Entrance Permits	50,000	50,000	50,000	-	0	50,000	0%	50,000	-
<b>Permitting Management</b>	<b>589,245</b>	<b>589,245</b>	<b>589,240</b>	<b>-</b>	<b>46,605</b>	<b>542,640</b>	<b>8%</b>	<b>589,245</b>	<b>-</b>
Management	589,245	589,245	589,240	-	46,605	542,640	8%	589,245	-
<b>Health &amp; Safety</b>	<b>50,595</b>	<b>50,595</b>	<b>50,592</b>	<b>-</b>	<b>0</b>	<b>50,595</b>	<b>0%</b>	<b>50,595</b>	<b>-</b>
Management	50,595	50,595	50,592	-	0	50,595	0%	50,595	-
<b>Quality Management</b>	<b>62,020</b>	<b>62,020</b>	<b>62,016</b>	<b>-</b>	<b>0</b>	<b>62,020</b>	<b>0%</b>	<b>62,016</b>	<b>(4)</b>
Management & Auditing	62,020	62,020	62,016	-	0	62,020	0%	62,016	(4)
<b>Sustainability Management</b>	<b>39,000</b>	<b>39,000</b>	<b>36,480</b>	<b>-</b>	<b>0</b>	<b>39,000</b>	<b>0%</b>	<b>36,480</b>	<b>(2,520)</b>
Management	39,000	39,000	36,480	-	0	39,000	0%	36,480	(2,520)
<b>Engineering</b>	<b>12,785,225</b>	<b>12,785,225</b>	<b>12,785,213</b>	<b>-</b>	<b>521,384</b>	<b>12,263,841</b>	<b>4%</b>	<b>12,785,225</b>	<b>-</b>
Management & Administration	997,695	997,695	997,691	-	80,181	917,514	8%	997,695	-
Engineering Support	2,555,065	2,555,065	2,555,058	-	74,887	2,480,178	3%	2,555,065	-
Facility Studies	7,448,095	7,448,095	7,448,095	-	366,316	7,081,779	5%	7,448,095	-
Project Definition Reports	1,784,370	1,784,370	1,784,370	-	0	1,784,370	0%	1,784,370	-
<b>Fieldwork</b>	<b>7,733,720</b>	<b>7,733,720</b>	<b>4,011,349</b>	<b>-</b>	<b>100,213</b>	<b>7,633,507</b>	<b>1%</b>	<b>7,733,720</b>	<b>-</b>
Management	1,349,355	1,349,355	1,094,370	-	51,712	1,297,643	300%	1,349,355	-
Geotechnical Work	5,711,380	5,711,380	2,243,995	-	28,715	5,682,665	100%	5,711,380	-
Environmental Monitoring	672,985	672,985	672,985	-	19,787	653,198	100%	672,985	-

## Section 3 | Budget *continued*

Figure 1 | FY 22/23 Cash Flow





## Section 4 | Contracts

**Contracts.** Table 3 summarizes the status of all active commitments within the DCA for the current fiscal year. Any pending or approved commitment changes

are summarized in Table 4. SBE/DVBE participation in major contracts is summarized in Table 5. Currently, there is one active procurement shown in Table 6.

**Table 3 | Contract Summary**

Contract Description	Commitment Amount	Pending Commitments	Invoiced to Date	Percent Invoiced
180006 - Jacobs Engineering Group	14,277,613	-	558,859	4%
180008 - Hamner, Jewell & Associates	39,972	-	-	0%
180009 - Bender Rosenthal, Inc.	239,958	-	50,369	21%
180010 - Associated Right of Way Services, Inc.	19,936	-	-	0%
190005 - Management Partners	549,000	-	89,418	16%
190009 - Parsons Transportation Group, Inc.	4,470,570	-	-	0%
190011 - GV/HI Park Tower Owner, LLC	1,204,972	-	294,519	24%
190014 - Direct Apps, Inc., DBA Launch Consulting	241,434	-	11,012	5%
190015 - AVI-SPL LLC	15,128	-	10,128	67%
190019 - VMA Communications, Inc.	232,600	-	-	0%
190021 - RingCentral	98,706	-	11,604	12%
190022 - Caltronics Government Services	96,312	-	3,731	4%

## Section 4 | Contracts *continued*

**Table 3 | Contract Summary**

Contract Description	Commitment Amount	Pending Commitments	Invoiced to Date	Percent Invoiced
190023 - Jambo LP	34,920	-	-	0%
200003 - Best Best & Krieger	699,091	-	-	0%
200013 - Metropolitan Water District of S. California	474,110	-	34,706	7%
200014 - Dept of Water Resources	50,000	-	-	0%
210018 - AECOM Technical Services	3,002,644	-	37,614	1%
210019 - Santa Clara Valley Water	213,004	-	39,704	19%
220002 - Gwendolyn Buchholz, Permit Engineer Inc	150,000	-	26,125	17%
220005 - Keogh Multimedia	15,600	-	-	0%
- Agreements <\$15K	41,845	-	21,522	51%

**Table 4 | Commitment Changes**

There are no Commitment changes to report this month.

## Section 4 | Contracts *continued*

**Table 5 | S/DVBE Status (FY 22/23)**

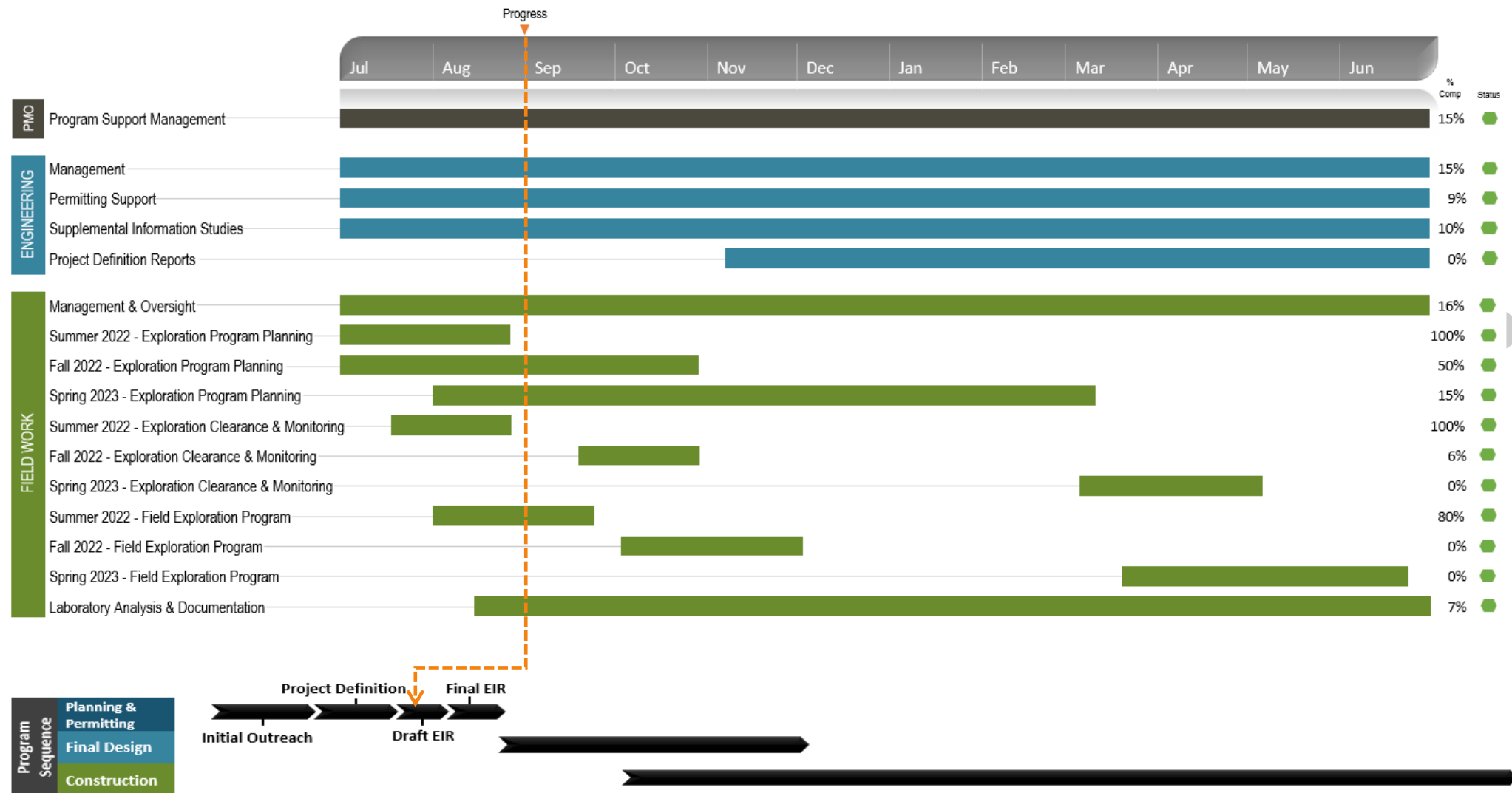
	Commitment Amount	Invoiced to Date	Percent Committed	Percent Invoiced	
<b>Delta Conveyance</b>	\$ 26,167,414	\$ 1,189,309			
SBE Participation	256,312	16,557	1.0%	1.4%	
DVBE Participation	50,000	-	0.2%	0.0%	
Consultant	Curent Commitment	Percent of Total Commitment	Invoiced to Date	Percent Invoiced SBE/DVBE	SBE/DVBE Status
<b>Jacobs Engineering Group</b>	14,277,613	1.1%	558,859	2.6%	
Anchor	50,000	0.4%	-	0.0%	SBE/DVBE
JMA	10,000	0.1%	-	0.0%	SBE
JASpezia	100,000	0.7%	14,751	2.6%	SBE
<b>Caltronics Government Services</b>	96,312	100%	1,806	100%	SBE

**Table 6 | Contract Procurement Summary**

WBS	Contract Type	Planning/Estimated Value	Annual Budget (FY 2022/23)	Pending Contract Value	Anticipated Term	Procurement Method	Procurement Start	Target NTP Date	Status
<b>General Liability/ Terrorism Insurance Coverage</b>									
General Liability/ Terrorism Insurance	Professional Services	150,000	NTE 50,000/year	150,000	3 years	Direct Contract	May-22	Jul-22	Executed

## Section 5 | Program Schedule

**Schedule.** The program support activities of the Program Management Office (PMO) continued as planned. Engineering Team continued to support DWR permitting efforts and progressed Supplemental Information Documents (SIDs). The fieldwork team continued developing the Geotechnical Data Report for the Spring Exploration Program and continued implementing the Summer 2022 Investigation Program while also continuing to plan for implementation of the Fall 2022 and Spring 2023 Programs.



Disclaimer: This Program Sequence is for discussion purposes only and does not represent a decision by the DCA or DWR. Final decisions about the project will be made by DWR and will NOT be made until the concluding stages of the CEQA process.