



**DCA**

DELTA CONVEYANCE DESIGN  
& CONSTRUCTION AUTHORITY

# Monthly Board Report

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

**1**

SUMMARY OF  
WORK



**2**

COMMUNITY  
ENGAGEMENT



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BUDGET

**4**

CONTRACTS

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SCHEDULE



Agenda Item 6a

**JUNE 2023**  
(ACTIVITIES IN MAY)

# Section 1 | Work Performed (May 2023 Activities)

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

- Continued processing invoices for FY22/23
- Development and processing of 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 Standard Operating Procedures (SOPs) and Management Plans
- Support contract managers with financial forecasting and cashflow projections
- Continue development of master programmatic schedule
- Continue Organizational Growth Implementation Plan and transition activities
- Continue assisting with budget preparation and Procurement Strategy planning for FY23/24

**Administration.** The Administrative team continued to support functions including IT support, in-person and virtual meetings and social media content/updates

- Supported DCA Board of Directors and coordination of DCA events
- Preparation for remote Director participation for Board meetings per Brown Act requirements
- Coordination of DCA Change Board meetings/actions
- DCA Website review and updates
- Pushed DCA updates via social media outlets, created reminders about resource materials

- Finalizing activities for Risk Management Software procurement
- Activities supporting Organizational Growth Implementation Plan
- Continue FY23/24 budget preparation and contracting activities
- Logistical support for project alignment tours



**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
- Continued providing support to DCO in reviewing and responding to comments received on the Draft Environmental Impact Report (DEIR) during the public comment period

- Assisted with communications, tour planning, curating outreach materials, and intern program planning.
- Progressed engineering studies to document concepts for consideration during potential future design phases
- Continued assisting DWR with agency and utility coordination activities
- Continued review of existing Delta-wide subsurface information
- Completed review of Draft 2022 Geotechnical Data Report (GDR)
- FY23/24 budget preparation activities
- Assisted with communications, tour planning, curating outreach materials, and intern program planning.
- Continued to support DCA programmatic planning activities

**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.

- Finalized 2022 Geotechnical Data Report (GDR)
- Continued coordination with field teams to plan and schedule borings and CPTs, conduct environmental clearances, and review permitting requirements for the Spring 2023 Investigation Program
- Continued coordination of Temporary Entrance Permits (TEPs) and Court Ordered Entry (COE) documentation and required for the Summer and Fall 2023 Investigation Programs
- Continued development of FY23/24 task order scopes and budgets for Geotechnical Contractor, Right-of-way Consultants, and Environmental Consultant

# Section 1 | One Month Look-Ahead (June 2023 Activities)

## Program Management

- Continue processing invoices for FY22/23
- Continue development and processing of Task Orders, Task Order Amendments and Purchase Orders for FY22/23
- Continue development of Funding Management in e-Builder
- Support vendors with invoice submission and contract amendment requests
- Continue development of SOPs/Management Plans
- Support contract managers with financial forecasting and cashflow projections
- Continue development of master programmatic schedule
- Continue development of Organizational Growth Implementation Plan and transition
- Finalize budget preparation and procurement planning for FY23/24
- Preparing for implementation of FY23/24 budget approval and associated contract documents.

## 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
- Continue support for DCA Procurement Activities
- Continue to manage and coordinate content for Social Media outlets
- Support for Risk Management Software Procurement
- Activities supporting Organizational Growth Implementation Plan
- FY23/24 budget preparation, agreements, task orders, and purchase order activities
- Support for DCA Tours
- Support for incoming DCA Interns



## Engineering

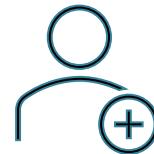
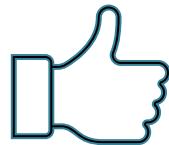
- Continue to respond to requests for clarification on conceptual designs, GIS features and/or quantities from DWR environmental team
- Continue reviewing and responding to comments received on the Draft Environmental Impact Report (DEIR) during the public comment period
- Continue review of right-of-way information associated with proposed project
- Continue assisting DWR with agency and utility coordination activities
- Continue review of existing Delta-wide subsurface information
- Continue providing engineering support to the Spring 2023 Geotechnical Investigation Program
- Continue supporting DCA programmatic activities and development of FY23/24 budgets and task orders

## Field Work

- Begin preparing monthly and quarterly reports associated with cultural and biological surveys conducted during Spring 2023 Investigation Program
- Continue coordination with field teams to plan and schedule borings and CPTs, and review permitting requirements for the 2023 Investigation Programs
- Continue coordination of COEs and TEPs required for the 2023 Investigation Programs
- Finalize FY23/24 scopes and budgets and contract documents

# Section 2 | Community Engagement

## DCA Social Media Updates – May 2023



- The DCA Facebook Like Campaign obtained 236 likes.



- The DCA Facebook [Did You Know Ad](#) garnered 46,350 Impressions



- DCA [Facebook Fish Protection Video](#) had 147 individuals engage in the post.

# Section 3 | Budget

**Budget.** The FY22/23 DCA budget has been approved and is \$31.16M (Table 1). We have revised our forecast and are currently forecasting an Estimate at Completion budget of \$27.11M (Table 1). The DCA has committed \$28.57M (details in Table 2) and has incurred \$19.14M in expenditures through the end of May (details in Table 2). Actual and planned cash flow curves are shown in Figure 1.

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

	Original Budget	Current Budget	Current		EAC	Variance (Surplus)/Deficit
			Commitments	Incurred to Date		
<b>Program Management Office</b>						
Executive Office	\$ 3,638,955	\$ 4,516,766	\$ 2,684,885	\$ 1,640,004	\$ 2,118,107	\$ (2,398,660)
Community Engagement	904,160	787,137	657,961	362,267	600,615	(186,522)
Program Controls	2,062,255	2,940,624	2,879,624	2,108,620	2,819,624	(121,000)
Administration	2,721,210	2,768,336	2,843,921	2,345,118	2,764,301	(4,035)
Procurement and Contract Administration	87,175	222,714	309,286	210,592	294,286	71,572
Property	490,160	512,354	636,650	463,540	647,650	135,296
Permitting Management	589,245	462,433	482,428	375,249	482,428	19,995
Health and Safety	50,595	50,592	68,592	17,658	53,592	3,000
Quality Management	62,020	127,153	147,153	118,220	147,153	20,000
Sustainability	39,000	36,480	46,480	28,866	46,480	10,000
<b>Program Initiation Office</b>						
Engineering	\$ 12,785,225	\$ 11,156,401	\$ 9,172,019	\$ 7,090,402	\$ 9,072,019	\$ (2,084,381)
Fieldwork	7,733,720	7,582,730	8,641,112	4,383,184	8,066,112	483,382
	<b>\$ 31,163,720</b>	<b>\$ 31,163,720</b>	<b>\$ 28,570,110</b>	<b>\$ 19,143,722</b>	<b>\$ 27,112,367</b>	<b>\$ (4,051,353)</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	Remaining	% of Budget	Estimate at Completion	Variance
<b>Delta Conveyance</b>	\$ 31,163,720	\$ 31,163,720	\$ 28,570,110	\$ -	\$ 19,143,722	\$ 12,019,998	61%	\$ 27,112,367	\$ (4,051,353)	
<b>Executive Office</b>	3,638,955	4,516,766	2,684,885	-	1,640,004	2,876,762	36%	2,118,107	(2,398,660)	
Management	1,751,265	1,646,600	1,545,593	-	1,183,153	463,447	72%	1,524,995	(121,605)	
Legal	699,095	699,095	699,091	-	209,760	489,335	30%	269,095	(430,000)	
Audit	30,000	30,000	25,000	-	25,000	5,000	83%	25,000	(5,000)	
Treasury	297,115	297,115	303,836	-	159,974	137,141	54%	187,652	(109,463)	
Human Resources	111,480	111,480	111,365	-	62,117	49,363	56%	111,365	(115)	
Undefined Allowance	750,000	1,732,476	-	-	-	1,732,476	0%	-	(1,732,476)	
<b>Community Engagement</b>	<b>904,160</b>	<b>787,137</b>	<b>657,961</b>	-	<b>362,267</b>	<b>424,870</b>	<b>46%</b>	<b>600,615</b>	<b>(186,522)</b>	
Management	281,665	225,760	359,127	-	162,514	63,247	72%	304,127	78,366	
Community Coordination	250,000	250,000	-	-	-	250,000	0%	-	(250,000)	
Outreach	372,495	311,376	298,834	-	199,754	111,623	64%	296,489	(14,888)	
<b>Program Controls</b>	<b>2,062,255</b>	<b>2,940,624</b>	<b>2,879,624</b>	-	<b>2,108,620</b>	<b>832,004</b>	<b>72%</b>	<b>2,819,624</b>	<b>(121,000)</b>	
Management	525,330	524,983	524,983	-	404,103	120,880	77%	514,983	(10,000)	
Cost Management	659,875	644,649	644,649	-	507,596	137,054	79%	619,649	(25,000)	
Schedule Management	201,000	583,170	493,170	-	321,014	262,157	55%	468,170	(115,000)	
Document Management	336,000	336,000	413,000	-	273,350	62,650	81%	413,000	77,000	
Governance	340,050	851,822	803,822	-	602,558	249,264	71%	803,822	(48,000)	
<b>Administration</b>	<b>2,721,210</b>	<b>2,768,336</b>	<b>2,843,921</b>	-	<b>2,345,118</b>	<b>423,217</b>	<b>85%</b>	<b>2,764,301</b>	<b>(4,035)</b>	
Management	659,340	659,340	655,665	-	538,755	120,585	82%	658,665	(675)	
Facilities	1,306,340	1,353,467	1,504,934	-	1,328,167	25,300	98%	1,347,313	(6,154)	
Information Technology	755,530	755,529	683,322	-	478,196	277,333	63%	758,323	2,794	
<b>Procurement and Contract Administration</b>	<b>87,175</b>	<b>222,714</b>	<b>309,286</b>	-	<b>210,592</b>	<b>12,122</b>	<b>95%</b>	<b>294,286</b>	<b>71,572</b>	
Procurement Management	87,175	222,714	309,286	-	210,592	12,122	95%	294,286	71,572	

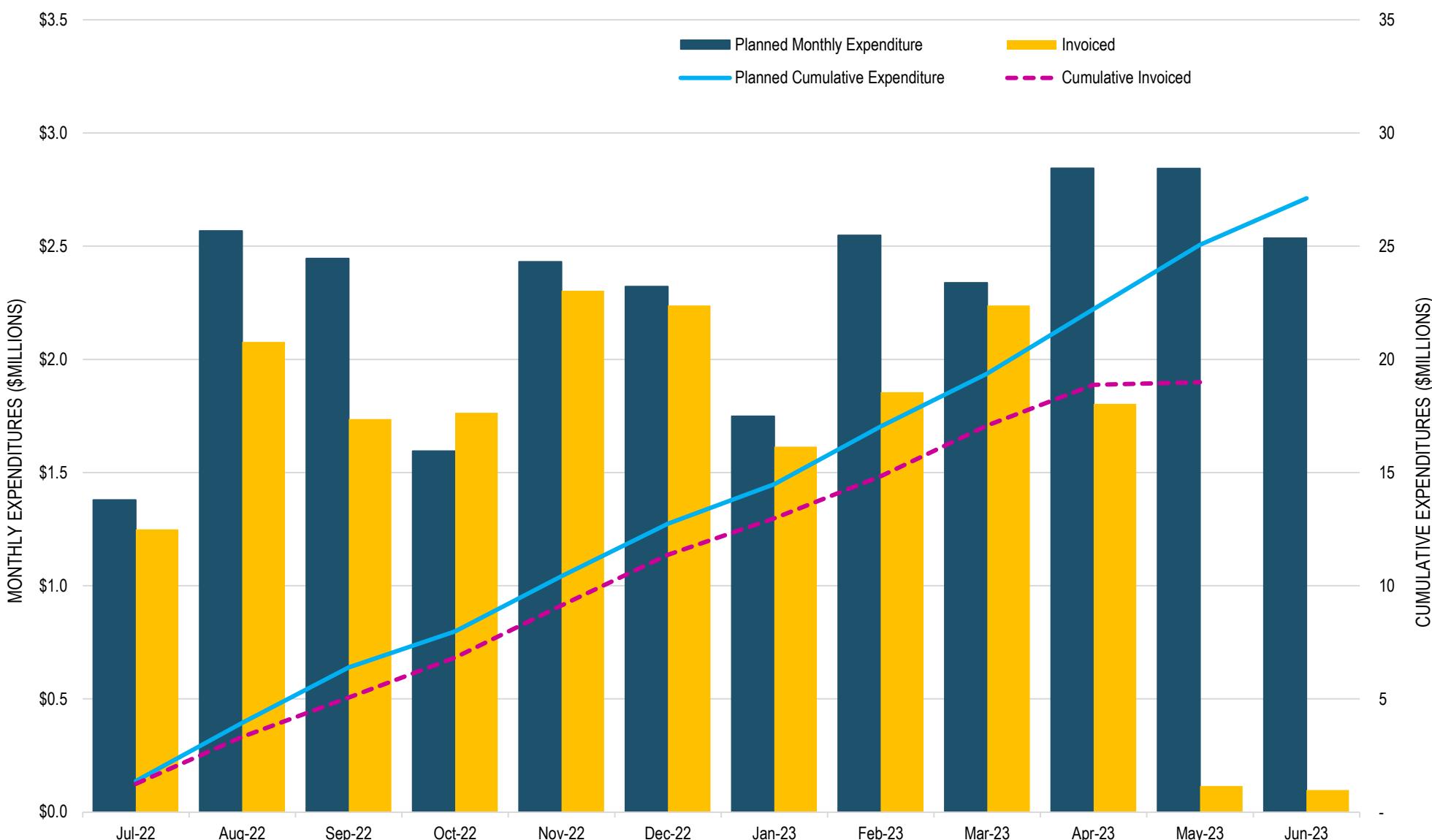
# Section 3 | Budget continued

**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>Property</b>	<b>490,160</b>	<b>512,354</b>	<b>636,650</b>	-	<b>463,540</b>	<b>48,814</b>	<b>90%</b>	<b>647,650</b>	<b>135,296</b>
Management	140,160	162,354	237,354	-	174,404	(12,050)	107%	237,354	75,000
Property Agents	300,000	300,000	345,796	-	235,636	64,364	79%	341,796	41,796
Temporary Entrance Permits	50,000	50,000	53,500	-	53,500	(3,500)	107%	68,500	18,500
<b>Permitting Management</b>	<b>589,245</b>	<b>462,433</b>	<b>482,428</b>	-	<b>375,249</b>	<b>87,184</b>	<b>81%</b>	<b>482,428</b>	<b>19,995</b>
Management	589,245	462,433	482,428	-	375,249	87,184	81%	482,428	19,995
<b>Health and Safety</b>	<b>50,595</b>	<b>50,592</b>	<b>68,592</b>	-	<b>17,658</b>	<b>32,934</b>	<b>35%</b>	<b>53,592</b>	<b>3,000</b>
Management	50,595	50,592	68,592	-	17,658	32,934	35%	53,592	3,000
<b>Quality Management</b>	<b>62,020</b>	<b>127,153</b>	<b>147,153</b>	-	<b>118,220</b>	<b>8,933</b>	<b>93%</b>	<b>147,153</b>	<b>20,000</b>
Management & Auditing	62,020	127,153	147,153	-	118,220	8,933	93%	147,153	20,000
<b>Sustainability</b>	<b>39,000</b>	<b>36,480</b>	<b>46,480</b>	-	<b>28,866</b>	<b>7,614</b>	<b>79%</b>	<b>46,480</b>	<b>10,000</b>
Management	39,000	36,480	46,480	-	28,866	7,614	79%	46,480	10,000
<b>Engineering</b>	<b>12,785,225</b>	<b>11,156,401</b>	<b>9,172,019</b>	-	<b>7,090,402</b>	<b>4,065,999</b>	<b>64%</b>	<b>9,072,019</b>	<b>(2,084,381)</b>
Management & Administration	997,695	1,024,637	1,074,633	-	837,645	186,992	82%	1,074,633	49,996
CEQA Engineering Support	2,555,065	1,727,465	1,027,458	-	738,555	988,911	43%	927,458	(800,007)
Facility Studies	7,448,095	7,819,928	7,019,928	-	5,495,962	2,323,966	70%	7,019,928	(800,000)
Project Definition Reports	1,784,370	584,370	50,000	-	18,240	566,130	3%	50,000	(534,370)
<b>Fieldwork</b>	<b>7,733,720</b>	<b>7,582,730</b>	<b>8,641,112</b>	-	<b>4,383,184</b>	<b>3,199,546</b>	<b>58%</b>	<b>8,066,112</b>	<b>483,382</b>
Management	1,349,355	1,390,706	669,514	-	503,993	886,714	36%	669,514	(721,193)
Geotechnical Work	5,711,380	5,711,380	7,490,954	-	3,545,911	2,165,469	62%	7,015,954	1,304,574
Environmental Monitoring	672,985	480,644	480,644	-	333,280	147,364	69%	380,644	(100,000)

# 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 are one active procurement, see Table 6.

**Table 3 | Contract Summary**

Contract Description	Commitment Amount	Pending Commitments	Invoiced to Date	Percent Invoiced
180005 - e-Builder, Inc.	\$ 132,250	\$ -	\$ 132,250	100%
180006 - Jacobs Engineering Group	\$ 10,461,788	\$ -	\$ 7,921,690	76%
180008 - Hamner, Jewell & Associates	\$ 39,972	\$ -	\$ 26,854	67%
180009 - Bender Rosenthal, Inc.	\$ 285,888	\$ -	\$ 196,353	69%
180010 - Associated Right of Way Services, Inc.	\$ 19,936	\$ -	\$ 12,429	62%
190005 - Baker Tilly US LLP	\$ 549,000	\$ -	\$ 448,169	82%
190009 - Parsons	\$ 5,457,447	\$ -	\$ 4,012,186	74%
190011 - GV/HI Park Tower Owner, LLC	\$ 1,204,972	\$ -	\$ 1,197,683	99%
190014 - Direct Technology	\$ 241,434	\$ -	\$ 154,516	64%
190015 - Audio Visual Innovations, Inc.	\$ 15,128	\$ -	\$ 10,283	68%
190019 - VMA Communications, Inc.	\$ 287,850	\$ -	\$ 179,600	62%
190021 - RingCentral	\$ 23,222	\$ -	\$ 23,222	100%
190022 - Caltronics Government Services	\$ 42,176	\$ -	\$ 20,601	49%

# Section 4 | Contracts *continued*

**Table 3 | Contract Summary**

Contract Description	Commitment Amount	Pending Commitments	Invoiced to Date	Percent Invoiced
190023 - JAMBO-Silvacom LTD	\$ 34,920	\$ -	\$ 34,920	100%
200003 - Best Best & Krieger	\$ 699,091	\$ -	\$ 209,760	30%
200013 - Metropolitan Water District of S. California	\$ 474,110	\$ -	\$ 238,995	50%
200014 - Dept of Water Resources	\$ 53,500	\$ -	\$ 53,500	100%
210018 - AECOM Technical Services	\$ 7,783,397	\$ -	\$ 3,796,121	49%
210019 - Santa Clara Valley Water	\$ 213,004	\$ -	\$ 155,161	73%
220002 - Gwendolyn Buchholz, Permit Engineer Inc	\$ 150,000	\$ -	\$ 118,875	79%
220003 - KPMG LLP	\$ 25,000	\$ -	\$ 25,000	100%
220005 - Keogh Multimedia	\$ 15,600	\$ -	\$ 1,463	9%
220009 - Liberty Mutual	\$ 50,000	\$ -	\$ 34,816	70%
220014 - onPar Advisors LLC	\$ 77,371	\$ -	\$ 51,396	66%
220015 - Consolidated Communications, Inc.	\$ 100,800	\$ -	\$ 20,275	20%
220016 - AT&T	\$ 72,000	\$ -	\$ 11,858	16%
Agreements < \$15k	\$ 60,256	\$ -	\$ 55,747	93%

# Section 4 | Contracts *continued*

**Table 4 | Commitment Changes**

There are no Commitment Changes for this period

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

	Commitment Amount	Invoiced to Date	Percent Committed	Percent Invoiced
Delta Conveyance	\$ 28,570,110	\$ 19,143,722		
SBE Participation	2,196,299	1,754,757	7.7%	9.2%
DVBE Participation	\$ 225,000	\$ 161,484	0.8%	0.8%

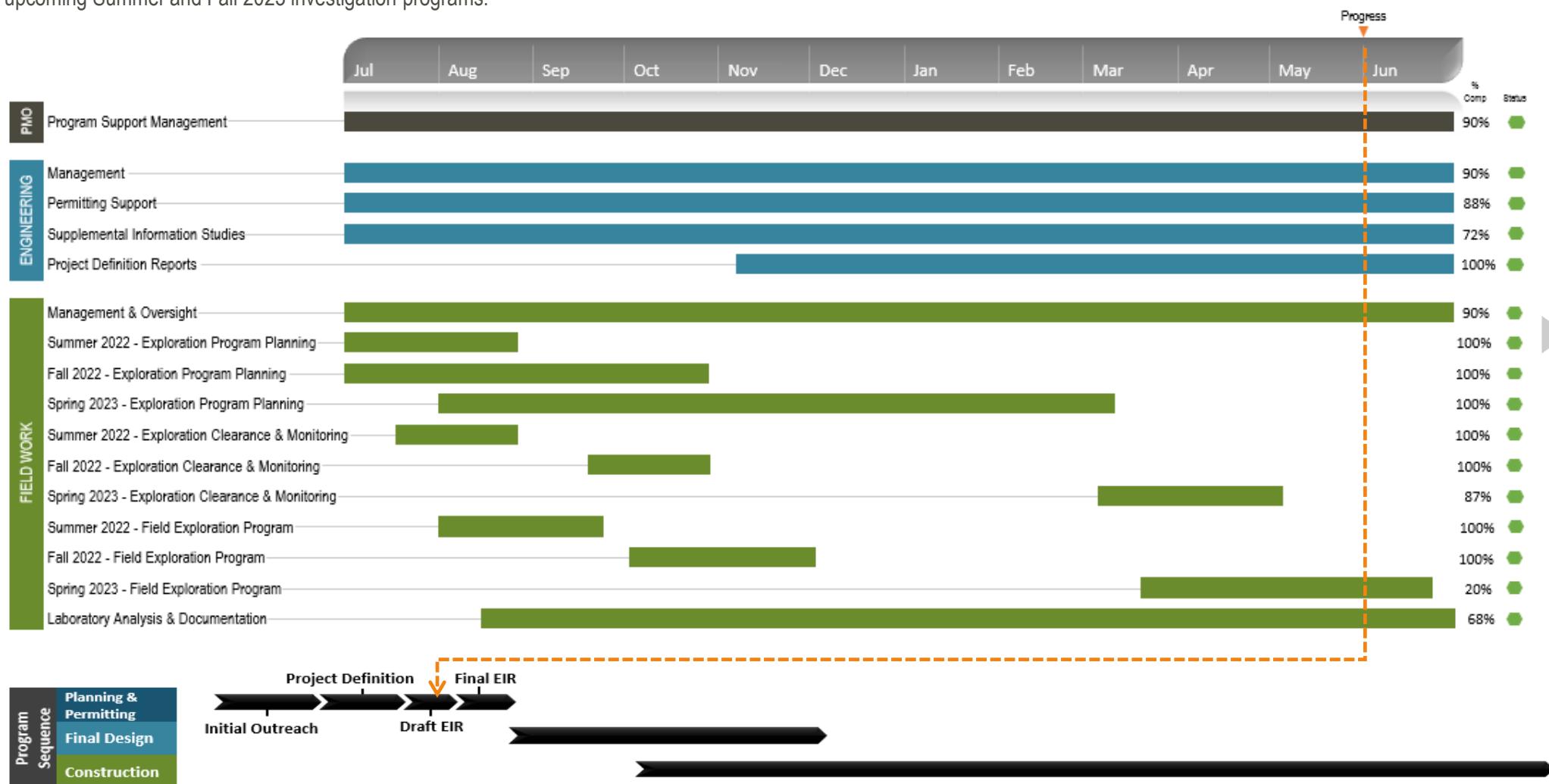
Consultant	Current Commitment	Percent of Total Commitment	Invoiced to Date	Percent Invoiced SBE/DVBE	SBE/DVBE Status
Jacobs Engineering Group	10,461,788	3.7%	7,921,690	3.5%	
Anchor	225,000	2.2%	161,484	2.0%	SBE/DVBE
EETS	10,000	4.4%	-	0.0%	SBE
JMA	50,000	0.5%	35,440	0.4%	SBE
JASpezia	100,000	1.0%	84,150	1.1%	SBE
Parsons	5,457,447	22.7%	4,012,186	26.6%	
Chaves	1,171,520	21.5%	1,003,048	25.0%	SBE
Luster	65,137	1.2%	64,585	1.6%	SBE
Associated Right of Way Services	19,936	100%	12,429	100%	SBE
Bender Rosenthal, Inc.	239,958	100%	196,353	100%	SBE
Caltronics Government Services	42,176	100%	16,814	100%	SBE
Hamner, Jewell & Associates	39,972	100%	26,854	100%	SBE
VMA Communications	232,600	100%	153,600	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
Risk Management Software	SaaS Agreement	\$ 500,000	\$ 60,000.00	TBD	3 year	Qualifications Based Selection	Dec-22	Jun-23	In Process

# Section 5 | Program Schedule

**Schedule.** The Program Management Office (PMO) continued program support activities as planned. The Engineering Team continued providing permitting support to the DCO and progressing supplemental concept validation studies. The team also supported various DCA programmatic activities, as well as field work activities. The remaining effort associated with the Project Definition Reports was descoped and deferred. The Fieldwork Team continued implementation of the Spring 2023 investigation program and planning efforts for the upcoming Summer and Fall 2023 investigation 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.