

Scope of Work

WATER ACTIVITY NAME – La Plata Archuleta Water District – Permitting

GRANT RECIPIENT – La Plata Archuleta Water District

FUNDING SOURCE – Statewide Water Supply Reserve Account

INTRODUCTION AND BACKGROUND

The La Plata Archuleta Water District (District) is a special district organized pursuant to Article 1 of Title 32, Colorado Revised Statutes. The District was formed by a majority vote in an election held August 12, 2008. Five Board members were also elected on August 12 and have been seated.

The District has been formed to finance, construct, operate and maintain a public water distribution system in the southeast portion of La Plata County. The District is an “Identified Project and Process” in SWSI.

A previously approved Southwest Basin WSRA grant for \$100,000 is being used to develop the Master Plan (Task 3 of pre-construction activities) in conjunction with grant funds from Southwestern Water Conservation District (\$40,000) and CDPHE (\$10,000). Following development and approval of the Master Plan, expected by December, the permitting required to construct the facilities can begin. Permitting is required to address environmental impacts, cultural resource impacts, water treatment plant design, La Plata County permits, and other issues. Permit applications will be based upon the master plan and will include numerous federal, state and local permits, such as a LPC Conceptual Development Plan Permits and consecutive Class II Construction Permits, US Army Corps of Engineers 404 Permit (nationwide or individual permit yet to be determined), Colorado Department of Public Health and Environment Public Drinking Water permitting activities and others necessary to address environmental and cultural resource compliance. The amount requested and conditionally approved for the permitting activities was \$400,000.

OBJECTIVES

The project objectives are to develop information, prepare, submit and process as many federal, state, and local permits as funds allow. The permit applications will be based upon the master plan and subsequent designs needed for the permit applications.

TASKS

Provide a detailed description of each task using the following format.

TASK 1 – Environmental Permitting

Description of Task

The environmental permits required to construct the facilities will be developed under this task. The major permit necessary to allow pipelines to be constructed across waters (e.g. wetlands) of the US and for any river diversions to the treatment plants is a Corps of Engineers 404 Permit. This task will also address cultural resources State Historical Preservation Officer. Other environmental permits that are necessary will be included in this task.

The 404 Permit will address the pipeline routes and treatment plant locations identified in the Master Plan with criteria if the pipeline routes change. Section 7 consultation for endangered species, particularly the endangered fish in the San Juan River, will be addressed in the permit.

Environmental and cultural resource consultants may be necessary to assist in preparation of the permit applications and will be selected as part of the task.

Method/Procedure

Common engineering principles and practices will be employed to provide the information requested by each agency's application and permitting process.

Deliverable

The major deliverables will be the 404 Permit application submittal to COE and subsequent processing.

TASK 2 – LPC Permitting

Description of Task

La Plata County requires the submission of a Conceptual Development Plan (CDP) to provide overall conceptual approval for the entire construction project. The Master Plan will provide most of the information for this submittal but format revision and negotiations with La Plata County Staff and Commissioners will be necessary. To a small extent, a consultant knowledgeable of La Plata County planning rules and regulations may be utilized in preparation of the submittal to more completely address County requirements.

After approval of the CDP, La Plata County requires a Class II permit for each construction phase which specifically describes the work to be accomplished. A Class II permit application is generally expected to be submitted to La Plata County each year or two for the construction to be completed in the time period. This first Class II Permit application would be for the work identified in the Master Plan to be accomplished in the first phase (first year or two) of construction.

The majority of the pipelines are planned to be constructed within County right-of-way (ROW) which also requires a permit. An application for the pipeline construction identified in the Class II permit for the first phase will be submitted to La Plata County Road and Bridge Department. Issuance of the ROW permits will be the final product.

Method/Procedure

Common engineering principles and practices will be employed to provide the information requested by each agency's application and permitting process.

Deliverable

The major deliverables will be the CDP Permit, Class II Permit and application for pipeline construction submittals to the County.

TASK 3 – Colorado Department of Public Health and Environment Permitting

Description of Task

Colorado Department of Public Health and Environment: Public Drinking Water System – The District water system is a new system requiring the development and approval of a complete Technical, Managerial and Financial Capacity (TMF) report which includes such major items as: treatment plant design; distribution system layout and design; rules and regulations for operating the water system; financial plan and rate structure; operating plan and staffing; and other information for the water system. This is a major undertaking which may require additional expertise in water treatment plant design depending on the source of water and the plant capacity identified in the Master Plan.

The amount budgeted herein will provide for the completion of the Managerial and Financial Capacity portions of the permit application. However, it will only outline the major issues associated with the Technical Capacity portion and the treatment plant design will not be covered by the amount budgeted herein.

Method/Procedure

Common engineering principles and practices will be employed to provide the information requested by each agency's application and permitting process.

Deliverable

The major deliverables will be the managerial and financial capacity portions of the permit application. The design portion will not be completed with the funding provided.

TASK 4 – Miscellaneous Agreements and Coordinating of Activities

Description of Task

The Master Plan identified permits and/or agreements with parties in addition to the above entities that will be required prior to construction. For example: agreements are planned to be needed with the Town of Bayfield to purchase treated water in the interim and eventually a joint water treatment plant and the joint use of water supply pipelines; an agreement is needed to purchase water from ALP through the Colorado Water Conservation Board; an agreement is needed with the Bureau of Reclamation to use its property for a treatment plant and pipelines; identification of water tank locations and negotiations with landowners are planned; and other agreements necessary to initiate construction. The permit applications and/or agreements will require overall coordination to assure consistency and compatibility.

Method/Procedure

Common engineering principles and practices will be employed to provide the information requested by each agency's application and permitting process.

Deliverable

The deliverables will be permit applications and/or agreements.

REPORTING AND FINAL DELIVERABLE

Reporting: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of the executed contract. The progress report shall describe the completion or partial completion of the tasks identified in the scope of work including a description of any major issues that have occurred and any corrective action taken to address these issues.

Final Deliverable: At completion of the project, the applicant shall provide the CWCB a final report that summarizes the project and documents how the project was completed. This report may contain photographs, summaries of meetings and engineering reports/designs.

The final report will summarize the permits submitted and obtained and the status of permits started but not completed. The permit applications and any agency approvals and/or comments will be attached.

BUDGET

Provide a detailed budget by task including number of hours and rates for labor and unit costs for other direct costs (i.e. mileage, \$/unit of material for construction, etc.). Sample budget tables are provided below. Please note that these budget tables are examples and will need to be adapted to fit each individual application. Tasks should correspond to the tasks described above.

The attached budget itemizes each major Task of this work. The allocation of funds between tasks and persons may change.

SCHEDULE

It is estimated the Tasks will be completed by November 30, 2012 to prepare the technical designs and associated permit applications.

PAYMENT

Payment will be made based on actual expenditures and invoicing by the water activity sponsor. The request for payment must include a description of the work accomplished by major task, and estimate of the percent completion for individual tasks and the entire water activity in relation to the percentage of budget spent, identification of any major issues and proposed or implemented corrective actions. The last 5 percent of the entire water activity budget will be withheld until final project/water activity documentation is completed.

All products, data and information developed as a result of this grant must be provided to CWCB in hard copy and electronic format as part of the project documentation.

Please see the following table showing the budget estimate for each task and the categories of expertise expected to be needed. The budget for each task may be modified to reflect the effort needed. Also, the billing rates for the various types of personnel will be the same or less than what is shown; if less, the number of hours expended will increase.

PERMITTING ACTIVITIES BUDGET

Task Distribution	WSRA Grant			Total WSRA Grant	
	Technical	Lands Consultants	Legal	Other Direct Costs	
Task 1 - Environmental Permitting	\$99,500	\$37,500	\$10,000	\$3,000	\$150,000
Task 2 - La Plata County Permitting	\$28,150	\$20,150	\$20,300	\$1,400	\$70,000
Task 3 - Colorado Department of Public Health and Environment Permitting	\$70,000		\$18,200	\$1,800	\$90,000
Task 4 - Miscellaneous Permitting and Coordinating of Activities	\$62,100		\$26,100	\$1,800	\$90,000
Subtotals	\$259,750	\$57,650	\$74,600	\$8,000	\$400,000
Task Total					\$400,000

The allocation of costs between each task may change depending upon the actual effort for each component.
Billing rates will be equal to or less than shown herein.

WSRA Grant

Labor Distribution	Technical						Subtotal
	Principal Engineer		Associate Engineer I		Associate Engineer II		
	\$150	Subtotal	\$100	Subtotal	\$70	Subtotal	
Task 1 - Environmental Permitting	280	\$42,000	300	\$30,000	393	\$27,500	\$99,500
Task 2 - La Plata County Permitting	55	\$8,250	85	\$8,500	162.9	\$11,400	\$28,150
Task 3 - Colorado Department of Public Health and Environment Permitting	120	\$18,000	330	\$33,000	271.4	\$19,000	\$70,000
Task 4 - Miscellaneous Permitting and Coordinating of Activities	155	\$23,250	196	\$19,600	275	\$19,250	\$62,100
		\$91,500		\$91,100		\$77,150	\$259,750

Labor Distribution	Lands Consultants				Subtotal
	Wetlands Consultant		Land Services Expert		
	100	Subtotal	130	Subtotal	
Task 1 - Environmental Permitting	375	\$37,500	0	\$0	\$37,500
Task 2 - La Plata County Permitting	0	\$0	155.0	\$20,150	\$20,150
Task 3 - Colorado Department of Public Health and Environment Permitting	0	\$0	0	\$0	\$0
Task 4 - Miscellaneous Permitting and Coordinating of Activities	0	\$0	0	\$0	\$0
		\$37,500		\$20,150	\$57,650

Labor Distribution	Legal							Subtotal
	Legal Partner		Senior Associate		Paralegal			
	\$290	Subtotal	\$250	Subtotal	\$180	Subtotal		
Task 1 - Environmental Permitting	7	\$2,030	14	\$3,500	24.8	\$4,470	\$10,000	
Task 2 - La Plata County Permitting	10	\$2,900	35	\$8,750	48.1	\$8,650	\$20,300	
Task 3 - Colorado Department of Public Health and Environment Permitting	11	\$3,190	21	\$5,250	54.2	\$9,760	\$18,200	
Task 4 - Miscellaneous Permitting and Coordinating of Activities	10	\$2,900	44	\$11,000	67.8	\$12,200	\$26,100	
		\$11,020		\$28,500		\$35,080	\$74,600	

Other Direct Costs	Mileage	Photocopy	Color Photocopy	Subtotal
Task 1 - Environmental Permitting	\$750	\$1,500	\$750	\$3,000
Task 2 - La Plata County Permitting	\$350	\$700	\$350	\$1,400
Task 3 - Colorado Department of Public Health and Environment Permitting	\$450	\$900	\$450	\$1,800
Task 4 - Miscellaneous Permitting and Coordinating of Activities	\$450	\$900	\$450	\$1,800
Subtotals	\$2,000	\$4,000	\$2,000	\$8,000

	Cost	Item	Quantity	Subtotal
Mileage	\$0.50	mile	4000	\$2,000
Photocopy	\$0.15	copy	26667	\$4,000
Color Copy	\$1.00	copy	2000	\$2,000
Total				\$8,000

Grand Totals	Subtotals
Task 1 - Environmental Permitting	\$150,000
Task 2 - La Plata County Permitting	\$70,000
Task 3 - Colorado Department of Public Health and Environment Permitting	\$90,000
Task 4 - Miscellaneous Permitting and Coordinating of Activities	\$90,000
Total	\$400,000