

Water Supply Reserve Account – Grant and Loan Program
Water Activity Summary Sheet
January 27-28, 2014
Agenda Item 31(b)

Applicant: Pikes Peak Regional Water Authority

Water Activity Name: Arkansas Basin Implementation Plan – Section 4.3: Conservation

Water Activity Purpose: All inclusive

River Basin: Arkansas

Water Source: Arkansas River and tributaries

Amount Requested: \$10,000 Arkansas Basin Account

Matching Funds: \$6,500 In-kind match (Applicant and volunteers)

Staff Recommendation:
Staff recommends approval of up to \$10,000 from the Arkansas Basin Account to help complete the project titled: Arkansas Basin Implementation Plan – Section 4.3: Conservation

Water Activity Summary: WSRA funds will be expended to draft Section 4.3: Conservation of the Arkansas Basin Implementation Plan that conforms to the Basin Implementation Plan Guidance Document. This section will be drafted by WestWater Research, while Pikes Peak Regional Water Authority will act as the applicant and fiscal agent.

Threshold and Evaluation Criteria:

The application meets all four Threshold Criteria.

In-Kind Match:

The applicant and volunteers will provide approximately 260 hours of in-kind contributions, totaling approximately \$6,500.

Discussion:

Southeastern Colorado Water Conservancy District has been contracted for \$205,691 from the Statewide Account to draft the Arkansas River Basin Study (March 2013 CWCB approval). Pikes Peak Regional Water Authority has been contracted for a total of \$127,455 (\$32,709 Statewide Account, and \$94,746 Arkansas Basin Account) to draft additional components of the Arkansas Basin Implementation Plan (November 2013 CWCB approval). Therefore, to date, a total of \$238,400 from the Statewide Account, and \$94,746 from the Arkansas Basin Account have been contract with the two above mentioned entities to draft components of the Arkansas Basin Implementation Plan. If this request of \$10,000 is approved, the total from the Arkansas Basin Account dedicated to the Arkansas Basin Implementation Plan will increase to \$104,746. If the previous associated request of \$19,975 for Section 4.2 – Watershed Health, of the Arkansas Basin Implementation Plan (Agenda Item 31(a)) is approved, the total from the Arkansas Basin Account dedicated to the Arkansas Basin Implementation Plan will increase to \$124,721.

Issues/Additional Needs:

No additional issues or needs were identified.

Staff Recommendation:

Staff recommends approval of up to \$10,000 from the Arkansas Basin Account for project titled: Arkansas Basin Implementation Plan – Section 4.3: Conservation.

All products, data and information developed as a result of this grant must be provided to the CWCB in hard copy and electronic format as part of the project documentation. This information will in turn be made widely available to Basin Roundtables and the general public and will help promote the development of a common technical platform. In accordance with the revised WSRA Criteria and Guidelines, staff would like to highlight additional reporting and final deliverable requirements. The specific requirements are provided below.

Reporting and Final Deliverable: 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. 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.

Engineering: All engineering work (as defined in the Engineers Practice Act (§12-25-102(10) C.R.S.)) performed under this grant shall be performed by or under the responsible charge of professional engineer licensed by the State of Colorado to practice Engineering.



Arkansas Basin Roundtable
P.O. Box 1976
Colorado Springs, CO 80901

January 9, 2014

Mr. Craig Godbout
Colorado Water Conservation Board
Water Supply Planning Section
1580 Logan Street, Suite 200
Denver, Colorado 80203

Re: Basin Implementation Plan Conservation, Section 4.3

Dear Craig:

At the December 11, 2013, Arkansas Basin Roundtable meeting, the Roundtable agreed by consensus to approve funding for this portion of our Basin Implementation Plan for up to \$10,000 in Basin Funds. At our January 8, 2014 meeting, the roundtable approved by consensus the WSRA application from the Pikes Peak Regional Water Authority for \$10,000 in Basin Funds.

My hope is that this grant request will be heard at the January, 2014 CWCB meeting. Please do not hesitate to contact me if you have any questions.

Sincerely,

Gary Barber
Chair

c: Executive Committee, Ark Roundtable



**WATER SUPPLY RESERVE ACCOUNT
APPLICATION FORM FOR
BASIN IMPLEMENTATION PLANS**



ARKANSAS

Pikes Peak Regional Water Authority

Basin

December 11, 2013

Applicant/Fiscal Agent

Amount from Statewide Account:

Roundtable Approval Date

Amount from Basin Account:

Total WSRA Funds Requested:

10,000.00

10,000.00

Applicant Mailing
Address:

231 Security Blvd
Colorado Springs, CO 80911

Taxpayer ID#:

84-1428849

Primary Contact:

Elise Bergsten

Position/Title:

Manager

Email:

elise@dmcs.us

Phone Numbers:

Cell:

719-963-1809

Office:

719-634-8980

The Colorado Water Conservation Board (CWCB) has requested that each basin roundtable complete a Basin Implementation Plan as a fundamental component of the forthcoming update to the Statewide Water Supply Initiative and the Colorado Water Plan requested by Governor Hickenlooper's Executive Order D 2013-005. The CWCB's technical team will be available to help with the creation of these plans. In addition, resources of the Colorado River Water Availability Study Continuation will be available to west slope basins to help with more detailed modeling analyses in the plans. Basins are also encouraged to use Water Supply Reserve Account (WSRA) funds to complete all or a portion of their plans.

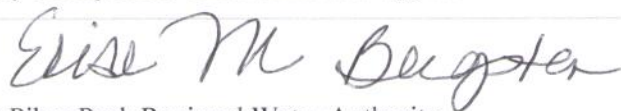
Since the plans meet the intent and criteria of the WSRA program, fund requests for this purpose should use this streamlined WSRA application form. In addition, staff has determined that Basin Implementation Plans meet the WSRA evaluation criteria for funds from the Statewide WSRA Account, however, applications that seek more than 33% of funds from the Statewide Account must provide a separate sheet justifying the request.

Along with this completed form, the applicant must submit **a detailed scope of work as Exhibit A**, including a budget and schedule. The scope should closely follow the items set forth in the Basin Implementation Plan Guidance Descriptive Outline available on the CWCB website, including the following components:

Executive Summary	No
Section 1: Basin Goals and Measurable Outcomes	No
Section 2: Evaluate Consumptive and Nonconsumptive Needs	No
2.1 Nonconsumptive Needs	No
2.2 Consumptive Needs	No
Section 3: Evaluate Consumptive & Nonconsumptive Constraints and Opportunities	No
3.1 Current Basin Water Operations and Hydrology	No
3.2 Water Management and Water Administration (Optional)	No
3.3 Hydrologic Modeling (Optional)	No
3.4 Shortages Analysis	No
Section 4: Projects and Methods	
4.1 Education, Participation & Outreach	No
4.2 WATERSHED HEALTH	No
4.3 M&I Projects and Methods (i.e. projects, conservation, reuse, drought planning)	YES
4.4 Agricultural Projects & Methods	No
4.5 Non-consumptive Projects and Methods	No
4.6 Interbasin Projects and Methods (optional)	No
Section 5: Implementation Strategies for the Projects and Methods	No
Section 6: How the plan meets the Roundtables' Goals and Measurable Outcomes	No

The application must also be accompanied by the roundtable's letter of approval, required for all WSRA applications. In addition, the applicant must: coordinate plan development with CWCB's staff and technical team; meet all the WSRA eligibility criteria detailed in the WSRA Criteria and Guidelines document; be able to use the standard contract; address any TABOR issues; provide a W-9 form; and provide proof of required insurance. Other WSRA reference material is available on the CWCB website. Applications must be approved by the CWCB board, but the CWCB approval process may be expedited to accommodate aggressive timelines.

Signature of Applicant:



Print Applicant's Name: Pikes Peak Regional Water Authority

Date: December 12, 2013

Return an electronic version of all application materials to:

WSRA Application – Basin Implementation Plans
Colorado Water Conservation Board
1580 Logan Street, Suite 200
Denver, CO 80203
rebecca.mitchell@state.co.us

Please note that costs incurred prior to execution of a contract or purchase order are not subject to reimbursement. All WSRA funds are disbursed on a reimbursement basis after review of invoices and appropriate backup material from the applicant. Invoices from any other entity (i.e. subcontractors) cannot be processed by the State. The invoice must include: a description of the work accomplished by major task, an estimate of the percent completed by individual tasks and the entire project 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 project budget will be withheld until final plan documentation is completed. All products, data, and information developed as a result of this grant must be provided to the CWCB in hard copy and electronic format as part of the project documentation. This information will in turn be made widely available to Basin Roundtables and the general public.

Exhibit A - Statement of Work

WATER ACTIVITY NAME – Arkansas Basin Implementation Plan, Section 4.3, Efficiency Projects and Methods

GRANT RECIPIENT – Pikes Peak Regional Water Authority

FUNDING SOURCE – WSRA Funds – BIPs/State's Water Plan

INTRODUCTION AND BACKGROUND

Water Efficiency Projects and Methods must be defined as part of Section 4.3 of the Basin Implementation Plan for the Arkansas River Basin, which in turn will help drive the State's Water Plan effort.

OBJECTIVES

This planning process shall describe actionable steps for what can be done in the realm of water efficiency, what will be done, and what will be done with the addition of financial and non-financial assistance from external sources. These activities will be linked to the communications strategies outlined in the BIP process, with PEPO, or with the State's Water Plan education and outreach effort, describing how these activities will help meet the gap identified between existing water supplies and the water supply that will be needed in the basin over the relevant planning horizon.

TASK 1 – Gather Stakeholder Input on Existing and Potential Efficiency Projects and Methods

Description of Task – Existing efforts and documentation for efficiency initiatives in the basin will be combined with similar initiatives in other parts of the state that are meeting with success, as well as recent statewide data collection efforts. Initially, all actionable ideas will be included in this data collection effort.

Method/Procedure – Interact with topic experts in the basin and in the state to glean existing initiatives, and meet with stakeholder committees in the basin to add new ideas from a wide range of sources and opinions. At this point, all ideas are welcome.

Deliverable – Meetings with stakeholder committees and topic experts, including a session at the Arkansas River Basin Water Forum, April 22-24, Otero Junior College, La Junta, CO.

TASK 2 – Identify Action Items - Conservation Projects and Methods

Description of Task – Working from the list of all ideas, identify those ideas which are in fact actionable and can be implemented with existing resources, or with the addition of incremental financial and non-financial resources.

Method/Procedure – Assemble stakeholder committee meetings to separate actionable ideas from lovely thoughts and fanciful notions. What is economic? What is working? What can actually happen? Discuss how much incremental passive or active efficiency is targeted? What rebates make sense?

Deliverable – meetings with stakeholders and list of potential actionable items.

TASK 3 – Prioritize Actions - Efficiency Projects and Methods

Description of Task – Once a list of actionable items is created, tasks will need to be prioritized given the resources and other available factors which facilitate or preclude actual adoption of such measures. For example, step-by-step instructions for how all covered entities in the basin will create and implement updated state approved efficiency plans as per HB – 1051. Non-covered entities shall also formulate such plans, or regional plans shall be developed so that everyone is covered by a water efficiency plan. Attention will be paid to consistency of efficiency efforts by user type, i.e., groundwater users vs municipal users vs ag users vs others. Suggested methods of outreach on these efficiency measures will be linked to broader education and outreach efforts on water topics in the basin. Measurable goals and outcomes will be identified.

Method/Procedure – Assemble stakeholder committees to prioritize actions steps, and communicate this output throughout the stakeholder community.

Deliverable – List of prioritized action items, including a description of implementation steps, a description of how to measure goals and outcomes, and steps to communicate throughout the stakeholder community how these actionable efficiency items shall be realized.

TASK 4 – Revise per Roundtable Input

Description of Task – Present actionable items to Roundtable for feedback and revision. Incorporate feedback into final plan for inclusion in Basin Implementation Plan

Method/Procedure – Present a draft plan to the Roundtable at their June meeting. Incorporate feedback into final version for presentation at their July meeting for inclusion in Basin Implementation Plan.

Deliverable – Meetings, as well as draft document, and final plan document.

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 statement 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.

BUDGET

BUDGET - BASIN IMPLEMENTATION PLAN, CONSERVATION, SECTION 4.3

DATE: 1/8/14

Task #	Task Description	In-Kind Contributions @ 25/hr	Labor	Direct Costs- Presentation Materials	Total Budget
1	Gather Input	\$ 500	\$ 2,250		\$ 2,250
2	Identify Actions	\$ 1,500	\$ 3,000	\$ 80	\$ 3,080
3	Prioritize Actions	\$ 3,500	\$ 3,500	\$ 85	\$ 3,585
4	Revise, RT Input	\$ 1,000	\$ 1,000	\$ 85	\$ 1,085
	TOTALS	\$ 6,500	\$ 9,750	\$ 250	\$ 10,000

	Project Personnel		Project Manager @ 150/hr		
1	Gather Input		\$ 2,250		
2	Identify Actions		\$ 3,000		
3	Prioritize Actions		\$ 3,500		
4	Revise, RT Input		\$ 1,000		
	TOTALS		\$ 9,750		

	SCHEDULE				
1	Gather Input	NTP	to	April 24, 2014	
2	Identify Actions	April 24, 2014	to	May 24, 2014	
3	Prioritize Actions	May 24, 2014	to	June 11, 2014	
4	Revise, RT Input	June 11, 2014	to	July 9, 2014	