

**Water Supply Reserve Account – Grant and Loan Program**  
**Water Activity Summary Sheet**  
**November 19-20, 2014**  
**Agenda Item 11(c)**

**Applicant & Program Sponsor:** Upper Gunnison River Water Conservancy District

**Water Activity Name:** Gunnison Basin Implementation Plan – Planning & Technical Support

**Water Activity Purpose:** All inclusive

**County:** n/a

**Drainage Basin:** Gunnison

**Water Source:** Gunnison River & tributaries

**Total Amount Requested:** \$100,000

**Source of Funds:** \$66,700 Gunnison Basin Account; and \$33,300 Statewide Account

**Matching Funds:** n/a

<b>Staff Recommendation:</b>
Staff recommends conditional approval (refer to <i>Issues/Additional Needs</i> ) of up to \$66,700 from the Gunnison Basin Account; and \$33,300 from the Statewide Account to help fund the project titled: Gunnison Basin Implementation Plan – Planning & Technical Support.

**Water Activity Summary:** WSRA funds will be expended to complete the Gunnison Basin Implementation Plan – Planning and Technical Support that conforms to the Basin Implementation Plan Guidance Document, with the Upper Gunnison River Water Conservancy District acting as the applicant and program sponsor. The Draft Gunnison Basin Roundtable Basin Implementation Plan was delivered to the Colorado Water Conservation Board on the July 31, 2014 deadline. At the time of delivery, the Plan acknowledged that it was a draft only. Additional time and resources are required to provide a completed Basin Implementation Plan. Proposed Planning and Technical Support tasks include: Local coordination with state planning; Summary analysis of major new policy/ project impacts; Outreach tool development; Planned project support and inventory; and Meetings and coordination.

**Discussion:**

No additional discussion is needed.

**Issues/Additional Needs:**

Further definition to the Statement of Work, Budget and Schedule is needed. CWCB staff will work cooperatively with the Gunnison Basin Roundtable, the Upper Gunnison River Water Conservancy District, and Wilson Water Group to develop a satisfactory Statement of Work, Budget and Schedule.

**Threshold and Evaluation Criteria:**

The application meets all four Threshold Criteria

**Tier 1-3 Evaluation Criteria:**

n/a

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:** 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.

**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.

*The Gunnison Basin Roundtable*  
501 Palmer Street  
Delta, CO 81416

October 15, 2014

Mr. Craig Godbout  
Intrastate Water Management and Development Section  
COLORADO WATER CONSERVATION BOARD  
1580 Logan Street, Suite 600  
Denver, CO 80203

Re: Grant Request from the Water Supply Reserve Account  
Upper Gunnison River Water Conservancy District  
2015 GBRT Planning and Technical Support,

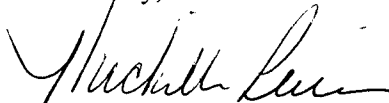
Dear Mr. Godbout:

This letter is presented to advise you that the grant application submitted by the Upper Gunnison River Water Conservancy District for \$66,700 from Basin Account funds and \$33,300 from Statewide Account Funds from the Water Supply Reserve Account for 2015 GBRT Planning and Technical Support was approved by a consensus of the Gunnison Basin Roundtable during our meeting on October 6, 2014.

This water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes. The requirements/language from the statute is provided in Part 3 of the Criteria and Guidelines.

This activity furthers basin-wide needs for the Gunnison Basin by providing a means to complete tasks associated with the Gunnison Basin Implementation Plan and, additionally, for further participation in the development of the Colorado Water Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Pierce", written over a horizontal line.

Michelle Pierce  
Chair

October 14, 2014

Mr. Frank Kugel  
Upper Gunnison River Water Conservancy District  
210 Spencer Avenue  
Gunnison, Colorado 81230



**RE: Scope of Work for As-Needed Services – GBRT 2015 Planning and Technical Support**

Dear Mr. Kugel,

We appreciate the opportunity to provide the Gunnison Basin Roundtable (GBRT) with a proposed scope of work for 2015 Planning and Technical Support. This scope of work for as-needed services, provided as Attachment A, outlines proposed tasks to support the GBRT that Wilson Water Group (WWG) could complete throughout the 2015 calendar year, as requested.

Technical support provided through this scope of work is intended to assist the GBRT in integrating their Gunnison Basin Implementation Plan (GBIP) with the Colorado Water Plan (CWP). Given the completion of the GBIP and ongoing evolution of the planning process, the intention is not to update the GBIP document, but instead provide flexibility in scope and timing to address various technical issues related to GBRT planning, projects, policies, outreach, etc. This effort will help to catalogue and flag items to be considered for future GBIP updates and/or integration into the final CWP document and the 2016 Statewide Water Supply Initiative.

Services would be performed strictly on an as-needed basis per specific written requests, with the total cost of services not to exceed \$100,000. Invoicing for work performed would be based on the time and materials involved per task pursuant to our fee schedule provided as Attachment B. We understand that there is no guarantee of work under this scope.

Please let us know if you require any additional information at this time. Thank you again for the opportunity to work with you.

Sincerely,



Erin M. Wilson, P.E.  
Principal



Greg Johnson  
Project Manager

**Attachment A**  
**Gunnison Basin Roundtable**  
**2015 Planning and Technical Support**  
**Proposed Scope of Work for As-Needed Services**

**General notes:**

- **Purpose:** Funding is intended to assist the Gunnison Basin Roundtable (GBRT) in integrating their Gunnison Basin Implementation Plan (GBIP) with the Colorado Water Plan (CWP). Given the completion of the GBIP and ongoing evolution of the planning process, the intention is not to update the GBIP document, but instead provide flexibility in scope and timing to address various technical issues related to GBRT planning, projects, policies, outreach, etc. This effort will help to catalogue and flag items to be considered for future GBIP updates and/or integration into the final CWP document and the 2016 Statewide Water Supply Initiative.
- **Outreach:** This effort is intended to support various education and outreach efforts of the GBRT by providing helpful tools. However, to maximize the efficient use of resources, this does not include extensive public outreach by WWG staff.
- **Start Date:** January 1, 2015, contingent on funding approval.
- **Timeline:** January through December 2015.
- **Funding Source:** Water Supply Reserve Account (2/3 Basin Funds, 1/3 Statewide Funds)
- **Funding Amount:** \$100,000
- **Task Direction and Costs:** The GBRT, through a subcommittee, will provide direction on work performed under this scope of work. It is anticipated that tasks and sub-tasks will be refined during the process. Invoicing for work performed will be based on the time and materials involved per task pursuant to our fee schedule provided as Attachment B. We understand that there is no guarantee of work under this scope.

The following are task categories that could be performed on an as-needed basis under this scope:

**Task 1 – Local Coordination with State Planning**

Wilson Water Group staff will provide technical support to assist with various coordination efforts between the GBRT and state water planning documents/processes. Examples of this could include:

- Providing a detailed technical review of how the GBIP is incorporated into the Colorado Water Plan
- Flagging any inconsistencies, misrepresentations, omissions, or errors for review
- Preparing a list of requested changes and recommendations for further investigation
- Attending the Statewide Basin Roundtable Summit, West Slope Caucus, IBCC, other basin roundtable, or other meetings as requested to provide technical perspective
- Providing recommendations for incorporation of current and future GBIP items into the forthcoming SWSI 2016 analysis

Coordination efforts will be performed as requested and summarized in technical memoranda.

## **Task 2 – Summary Analysis of Major New Policy/Project Impacts**

Wilson Water Group staff will provide technical support to summarize major new water policies and projects currently being discussed. This may include analyses that summarize existing, publicly available, technical information related to hydrologic issues and the potential impacts of each policy proposal. However, due to political sensitivities and other ongoing efforts at the state level, new modeling of transmountain diversions is not expected to be performed. Examples of policies and projects that could be reviewed include:

- Yampa Basin Roundtable policy concepts (perhaps with highlights of relevant differences with Gunnison Subordination Agreement)
- Metro and South Platte Basin Roundtable policy concepts
- IBCC Conceptual Agreement, especially with regard to definition of critical and existing uses and the development of an insurance policy against involuntary curtailment.

Review and analyses will be performed as requested and summarized in technical memoranda.

## **Task 3 – Outreach Tool Development**

Wilson Water Group staff will provide technical support to assist with the development of various materials for outreach and education. These materials are intended to help GBRT members and other interested parties provide outreach on current water planning to constituents within the basin. To maximize the efficient use of resources, this task is not intended to include public outreach by the consulting team. In addition, work on outreach tools will be subcontracted as needed (e.g. video creation could use John Gioia at Western State Colorado University per recent successful work with UGRWCD). Work under this task will also be coordinated to support and assist other ongoing work, such as the efforts of Hannah Holm (Colorado Mesa University) and Sarah Sauter (The Conservation Center).

Examples of this could include:

- Short videos, such as UGRWCD examples - <http://ugrwcd.org/water-projects-we-are-part-of/>
- Google Earth flyover of major water infrastructure, operations, and issues (potentially with annotation, narration, and video). Coordinated with the ongoing efforts of Sarah Sauter.
- Project inventory list with links to brief project descriptions
- Presentations, handouts, summary statistics, and other materials

The development of outreach tools will be performed as requested and coordinated to assist other ongoing efforts.

## **Task 4 – Planned Project Support and Inventory**

Wilson Water Group staff will provide technical support to assist with planned projects identified in the GBIP. Examples of this could include:

- Support ongoing refinement of the planned project list:
  - Prepare and transfer official record of list to GBRT and/or CWCB in Excel format
  - Create simplified project list and input forms (potentially hosted on server)

- Provide simple blanket outreach to solicit project updates
- Track updates for potential inclusion in future GBIP updates. Due to the completion of the GBIP, the perpetually evolving nature of the planning process, and the timing of the forthcoming CWP and SWSI 2016 documents, this effort is not intended to update the GBIP document.
- Provide water resources allocation modeling to investigate water available and feasibility of identified projects
- Present simplified summary statistics and mapping
- Refine list of ongoing environmental protection and monitoring efforts to better highlight important issues and opportunities in the basin, and provide recommendations for inclusion in SWSI 2016.
- Collect new hydrologic data (i.e. streamflow) in requested locations to assist with understanding hydrology for proposed projects where gage hydrology does not exist
- Support detailed sub-basin project inventories identified in GBIP
  - Prepare a template of potential scope of work for inventories with a process to tie back to identified needs
  - Provide examples of relevant similar efforts
  - Assist with initial funding opportunity exploration and application preparation
  - Coordinate sub-basin inventories and assist with formulation of partnerships

Technical analyses will be performed as requested and summarized in technical memoranda.

#### **Task 5 – Meetings and Coordination**

Wilson Water Group staff will coordinate work performed under this scope and share results with the GBRT, GBRT subcommittee(s), and CWCB staff as appropriate. This scope includes attendance by WWG staff at approximately 6 meetings in 2015 (i.e. every other month), including GBRT and related groups or subcommittees.

#### **COST OF SERVICES**

WWG proposes to complete the above tasks on an as-needed basis throughout calendar year 2015 per specific written requests, with the total cost of services not to exceed \$100,000. Invoicing for work performed would be based on the time and materials involved per task pursuant to our fee schedule provided as Attachment B. We understand that there is no guarantee of work under this scope.

***Attachment B***  
**WILSON WATER GROUP LLC**  
**2015 RATE SCHEDULE**  
**Effective January 1, 2015 through December 31, 2015**

	<u>Hourly Rate</u>
PRINCIPAL .....	\$ 185.00
SENIOR PROJECT MANAGER .....	\$ 165.00
PROJECT MANAGER .....	\$ 145.00
PROJECT/WATER RESOURCES ENGINEER .....	\$ 115.00
STAFF ENGINEER .....	\$ 95.00
ADMINISTRATIVE SUPPORT .....	\$ 80.00

Costs associated with prints, copies, and telephones are indirect expenses and are included in the above rates. Travel costs associated with airfares, airport parking, hotels, and meals will be billed as direct expenses. Mileage for automobile travel more than 100 miles from the Wilson Water Group office will be billed at the current Federal GSA POV mileage reimbursement rate.