

STATE OF COLORADO

Colorado Water Conservation Board Department of Natural Resources

1580 Logan Street, Suite 600
Denver, Colorado 80203
Phone: (303) 866-3441
Fax: (303) 894-2578
www.cwcb.state.co.us



January 30, 2014

Sangre De Cristo Acequia Association
Attn: Andy Manzanares
P.O. Box 721
San Luis, CO 81152

John W. Hickenlooper
Governor

Mike King
DNR Executive Director

James Eklund
CWCB Director

**RE: Notice to Proceed – WSRA Grant – Culebra Watershed Vallegos Ditch
Headgate Replacement**

Dear Andy:

This letter is to inform you that the WSRA grant amendment request for the above project was approved and was signed on January 27, 2014.

With the executed amended Purchase Order, you are now able to proceed with the project and begin invoicing the State of Colorado for costs incurred through June 30, 2015. Upon receipt of your invoice(s), the State of Colorado will provide payment no later than 45 days. I wish you much success in your project.

Sincerely,

/s/

Craig Godbout
Program Manager
Colorado Water Conservation Board
Water Supply Planning Section
1580 Logan Street, Suite 200
Denver CO 80203
(303) 866-3441, ext 3210 (office)
(303) 547-8061 (cell)
craig.godbout@state.co.us

WATER CONSERVATION BOARD
1313 SHERMAN STREET, ROOM 721
DENVER, CO 80203

Buyer: ALLAN SMITH
Phone Number: 303-866-3292
Agency Contact: DORI VIGIL
Phone Number: 303 866 3441

DATE: 01-27-14

IMPORTANT
The PO# and Line # must
appear on all invoices,
packing slips, cartons
and correspondence

ACC: 12-17-13



**PURCHASE
ORDER**
STATE OF COLORADO

P.O. # OE PDA 14IBC000022 Page# 01

State Award #

BID #

FEIN 371551174 Phone: 719-695-0060
Vendor Contact: ANDY MANZANARES
Purchase Requisition #:

V SANGRE DE CRISTO ACEQUIA ASSN
E
N
D PO BOX 721
O SAN LUIS CO 81152
R

INSTRUCTIONS TO VENDOR:

1. If for any reason, delivery of this order is delayed beyond the delivery/installation date shown, please notify the agency contact named at the top left. (Right of cancellation is reserved in instances in which timely delivery is not made.)
2. All chemicals, equipment and materials must conform to the standards required by OSHA.
3. NOTE: Additional terms and conditions on reverse side.

Invoice in Triplicate

To: DIVISION OF WATER CONSERVATION
1313 SHERMAN STREET, ROOM 721
DENVER, CO 80203

Payment will be made by this agency

Ship DIVISION OF WATER CONSERVATION
To: 1313 SHERMAN STREET, ROOM 721
DENVER, CO 80203

Delivery/Installation Date: 06-30-15
F.O.B. DESTINATION STATE PAYS NO FREIGHT

SPECIAL INSTRUCTIONS:

NOTE THIS ORDER WAS MODIFIED ON 01-13-14

LINE ITEM	COMMODITY/ITEM CODE	UNIT OF MEASUREMENT	QUANTITY	UNIT COST	TOTAL ITEM COST
001	91843000000 CMS#64016 - WSRA CULEBRA WATERSHED VALLEGOS DITCH HEADGATE REPLACEMENT				\$100,000.00

DOCUMENT TOTAL = \$100,000.00

THIS PO IS ISSUED IN ACCORDANCE WITH STATE AND FEDERAL REGULATIONS
This PO is effective on the date signed by the authorized individual.
EPSPO PAA

FOR THE STATE OF COLORADO

Authorized Signature

Date

Exhibit A-1
Statement of Work

WATER ACTIVITY NAME - **Culebra Watershed,
Vallejos Ditch Headgate Replacement**

GRANT RECIPIENT – **The Sangre de Cristo Acequia Association**

FUNDING SOURCE – **Water Supply Reserve Account
Rio Grande Basin \$10,000
Statewide fund \$90,000**

INTRODUCTION AND BACKGROUND

Provide a brief description of the project. (Please limit to **no more than 200 words**; this will be used to inform reviewers and the public about your proposal).

This water activity will replace the existing diversion structure on Vallejos Creek in the Culebra Watershed of the Rio Grande Basin. Built around 1965, the headgate has surpassed its effective service life. The concrete structure has deteriorated, with the walls cracked and crumbling. In high flows the headgate fails to divert excess water, causing flooding of the neighboring residential areas. The crumbled structure leaks and the water gates are almost inoperable. The Natural Resources Conservation Service (NRCS) has determined that this headgate is beyond repair and must be replaced. Division 3 Engineer has approved the NRCS preliminary proposed structural alternative, which would pull water from both the North and South, thus eliminating higher construction costs, reducing maintenance, and greatly reducing or eliminating the threat of flood.

OBJECTIVES

List the objectives of the project

1. Replace the deteriorated Vallejos Ditch Headgate with a new structure
2. Allow irrigators to obtain their decreed irrigation water when in priority
3. Improve downstream water quality
4. Significantly reduce risk of flood
5. Eliminate or greatly reduce maintenance problems
6. Upgrade water control efficiency for the Vallejos Ditch
7. Set an example for future SCAA implementation projects which combine WSRA funding and NRCS technical support for projects in the Culebra Watershed

TASKS

TASK 1 Mobilization, Demobilization

Description of Task: This task includes all costs to mobilize equipment, tools, safety and sanitary equipment, and consumable supplies to the site. At the end of the project all Contractor owned equipment, tools, safety and sanitary equipment, and supplies will be removed from the site.

Method/Procedure: As stated above

Deliverables: All equipment and supplies required to conduct the work set forth in the contract will be available to the worksite.

TASK 2 Demolish Existing Headgate

Description of Task: This task will include all work required to demolish and remove the current headgate structure.

Method/Procedure: Trackhoe jack hammer with some torch cutting. Haul debris with dump trucks to approved disposal location.

Deliverables: The removal of the former headgate and diversion structure.

TASK 3 De-Watering

Description of Task: Remove all water from work site, diverting Vallejos Creek if necessary.

Method/Procedure: Isolate work area and remove water from work area with pump. Depending on the season, on conditions, and on consent of water users, it may be possible to divert water upstream from the site. Continue to pump seepage out of the work site for the duration of the project as needed.

Deliverables: The work area is sufficiently dry to perform the work.

TASK 4 Earth Work

Description of Task: Prepare the site to construct the diversion structure.

Method/Procedure: Deliver soils and gravels to work site, per NRCS specifications. Re-route the creek as needed to have a clean and dry work site. Shape banks to accommodate new structure. At end of project, re-

shape creek to final configuration of the new structure. Reseed per NRCS specs.

Deliverables: Natural shape of creek restored to ensure stability of new structure, seeded with native vegetation, meeting specifications of NRCS engineers and regulatory authorities.

TASK 5a Forms

Description of Task: Set concrete forms for new diversion structure.

Method/Procedure: Set concrete forms and re-bar reinforcement per structural design and in compliance with NRCS specifications.

Deliverables: Completed form, ready for pour, in accordance with structural design and in compliance with NRCS specifications.

TASK 5b Concrete

Description of Task: Pour concrete; remove forms; seal and finish off new concrete structure.

Method/Procedure: Utilize concrete trucks to deliver and to pour concrete in compliance with NRCS specifications. Remove forms. Repair any blemishes remaining from pour. Seal concrete with NRCS-approved sealant.

Deliverables: Concrete structure is complete, ready for installation of gates.

TASK 6 Gate & Rails

Task Description: Install 2 sluice gates and 2 turnout gates, and install catwalk rails.

Method/Procedure: Purchase and install hardware into concrete structure according to manufacturer's guidelines and in compliance with all NRCS and regulatory requirements.

Deliverables: Greatly improved control of irrigation releases; protective rails on catwalk reduce risk of accident or injury.

TASK 7 Reporting and Final Deliverable

Description of Task: Report at completion of project.

Method/Procedure: SCAA submits final report, describing the completion (or partial completion) of the tasks identified in the statement of work, including any major issues that have occurred and any corrective action taken to address these issues.

Deliverables: SCAA shall provide CWCB a final report summarizing the project and documenting how the project was completed. The report may contain photographs, summaries of meetings and engineering reports and designs.

Exhibit A-2
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.). A detailed and perfectly balanced budget that shows all costs is required for the State's contracting and purchase order processes. 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.

(next page)

TASK NO.	TASK DESCRIPTION	Units	Cost	Labor	SUBTOTAL	WSRA GRANT	MATCHING FUNDS	TOTAL PROJECT
1	Mobilize - Demobilize				\$ 417			
2	Demolition & Removal				\$ 15,000			
3	Dewatering				\$ 2,000			
4	Earthwork				\$ 5,000			
5a	Forms							
5b	Concrete - yards (including labor)	60	\$ 1,100		\$ 66,000			
6a	Gates	4	\$ 953		\$ 3,811			
6b	Hand rails & bar grating (including labor)	1	\$ 2,672		\$ 2,672			
7a	Bookkeeper Contract - 3 months	3		300	\$ 900			
7b	Administration Contract - 3 months	3		1400	\$ 4,200			
7c	Final Report				nc			
	WSRA GRANT REQUEST (rounded to dollar)					\$ 100,000		\$ 100,000
	NRCS - Matching - Technical Assistance							
	Lead Conservationist	40	\$ 65	\$ 2,600	2600			
	Planner	40	\$ 30	\$ 1,200	1200			
	Engineering	40	\$ 65	\$ 2,600	2600			
	Technician	140	\$ 30	\$ 4,200	4200			
	TOTAL NRCS Match						\$ 10,600	\$ 10,600
	Costilla Conservancy Dist. Landowner Research	2	\$ 1,200		\$ 2,400			
	SCAA - Landowner Coordination	24	\$ 50		\$ 1,200			
	Vallejos Ditch - Direct Project Oversight	30	\$ 20		\$ 600			
	Vallejos Ditch - Truck & Site Assistance	1	\$ 1,300		\$ 1,300			
	TOTAL APPLICANT MATCH						\$ 5,500	\$ 5,500
	TOTALS					\$ 100,000	\$ 16,100	\$ 116,100

Exhibit A-3

SCHEDULE

Provide a project schedule including key milestones for each task and the completion dates or time period from the Notice to Proceed (NTP). This dating method allows flexibility in the event of potential delays from the procurement process. Sample schedules are provided below. Please note that these schedules are examples and will need to be adapted to fit each individual application.

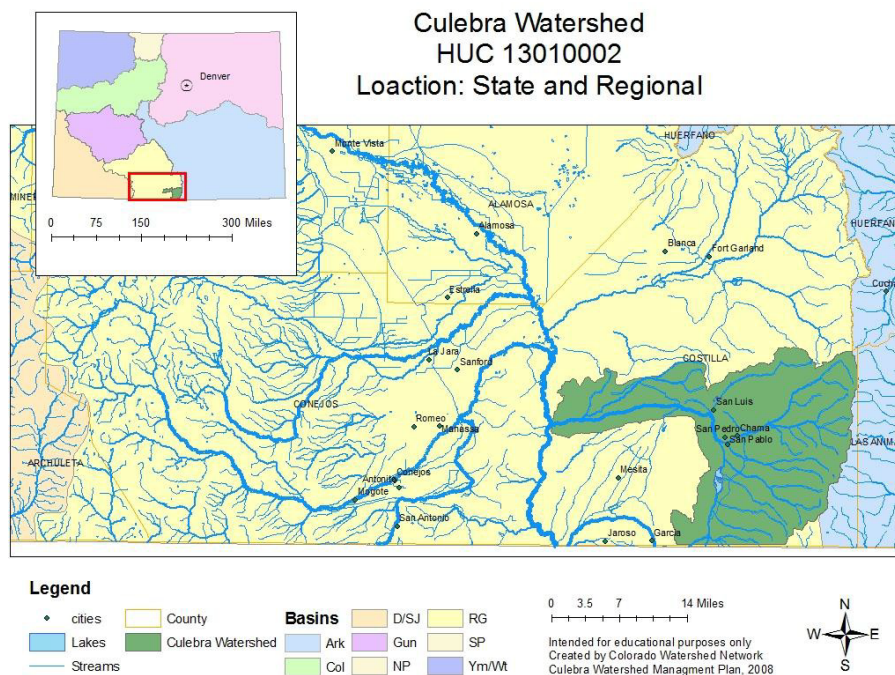
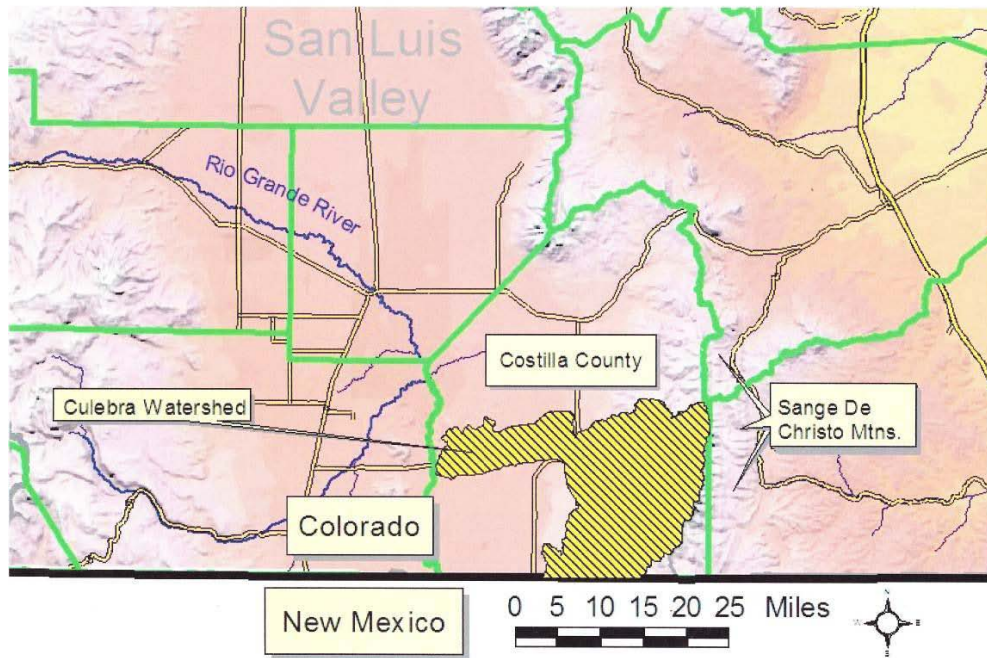
Project Completion – Less than Three Months

Task	1st 6 Weeks						2 nd 6 Weeks					
#1 Mobilize/Demobilize												
#2 Demolish												
#3 Dewater												
#4 Earth work												
#5 Forms & Concrete												
#6 Gates & Rails												
#7 Final Report												

PAYMENT

Payment will be made based on actual expenditures and invoicing by the applicant. Invoices from any other entity (i.e. subcontractors) cannot be processed by the State. 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 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 help promote the development of a common technical platform.

Exhibit B – Project Maps



Culebra Watershed NWI Wetlands

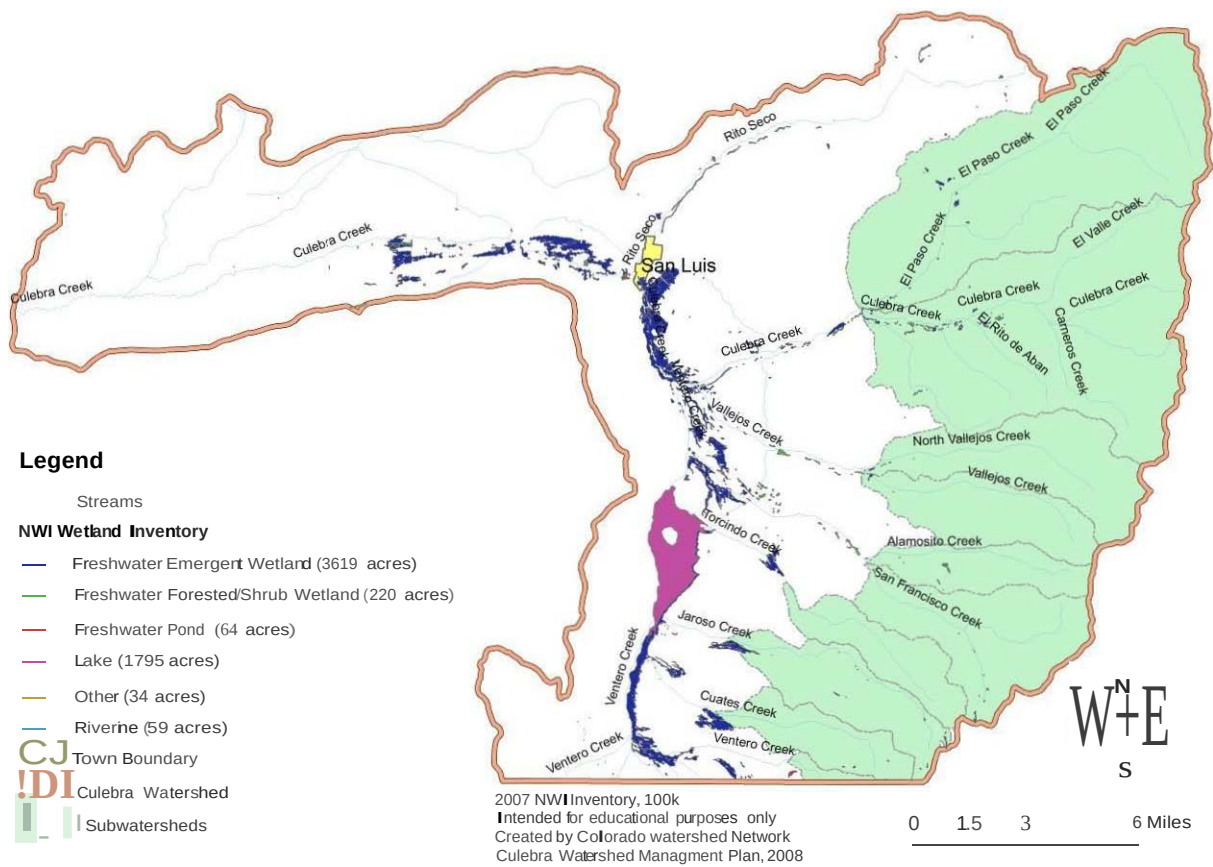


Exhibit C-1
Photoaraphs

