# Water Supply Reserve Account – Grant and Loan Program Water Activity Summary Sheet September 21-22, 2016 Agenda Item 19(q)

**Applicant & Fiscal Agent:** King Consolidated Ditch Company

Water Activity Name: Automated Gauging Station with Satellite Telemetry

Water Activity Purpose: Agricultural/Implementation

County: La Plata
Drainage Basin: Southwest
Water Source: Unknown

**Amount Requested/Source of Funds:** \$12,100 Southwest Basin Account

**Matching Funds:** Applicant Match: \$5,000 = 29% of the total project cost of

\$17,100.

(refer to Funding Summary/Matching Funds section below)

#### **Staff Recommendation:**

Staff recommends approval of up to \$12,100 from the Southwest Basin Account to help fund the project titled: Automated Gauging Station with Satellite Telemetry.

Water Activity Summary: WSRF grant funds, if approved will assist in the installation of two automated gauging stations with wireless satellite telemetry. One station will be located at the Martin Lateral and the other at the end of the ditch. Both stations will include associated housing and wells. There are no current gauging stations on any structure in the King Ditch. The wireless units will used to monitor and regulate appropriate levels of irrigation water. This will ensure efficiency and save labor by allowing the King Consolidated Ditch Company to monitor these locations remotely and adjust the flow of water as needed to eliminate waste.

**Discussion:** This project is covered under IPP ID 4-MB of the Southwest Basin Implementation Plan (SWBIP). The project also meets a Measurable Goal and Outcome for the SWBIP to *Maintain Agricultural Water Needs*.

**Issues/Additional Needs:** No issues or additional needs have been identified.

**Threshold and Evaluation Criteria:** The application meets all four Threshold Criteria.

Tier 1-3 Evaluation Criteria: n/a

#### **Funding Summary/Matching Funds:**

Funding Source	<u>Cash</u>	<b>In-kind</b>	<b>Total</b>
Morrison Consolidated Ditch Company	\$5,000	\$0	\$5,000
WSRA Southwest Basin Account	\$12,100	n/a	\$12,100
Total Project Costs	\$17,100	\$0	\$17,100

#### **CWCB Project Manager:** Craig Godbout

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.

SOUTHWEST BASINS ROUNDTABLE Michael Preston, Chair c/o Dolores Water Conservancy District P.O. Box 1150 Cortez, Colorado 81321 970-565-7562

July 25, 2016

Mr. Craig Godbout Water Supply Management Section Colorado Water Conservation Board 1580 Logan Street, Suite 600 Denver, Colorado 80203

SUBJECT: Automated Gauging Station with Satellite Telemetry, King Consolidated Ditch Company, \$12,100 Basin Account

#### Dear Mr. Godbout:

The Southwest Basin Roundtable approved funding of \$12,100 from the Basin Account for Automated Gauging Station with Satellite Telemetry for the King Consolidated Ditch Company. The application was considered in detail and approved at the July 13, 2016 meeting of the Southwest Basin Roundtable. There was a quorum of Roundtable members present.

The proposed project falls under IPP 4-MB of the Southwest Basin Implementation Plan. The project also meets a Measurable Goal and Outcome for the Southwest BIP to Maintain Agricultural Water Needs.

The completed Grant Application will be forwarded directly to you by the applicant. Please contact the applicant directly or me at 970-565-7562, <a href="majoratric">mpreston@frontier.net</a>, if you have questions or wish to discuss this application in more detail.

Sincerely,

Michael Preston

Southwest Basin Roundtable Chair



#### **COLORADO WATER CONSERVATION BOA**

# WATER SUPPLY RESERVE ACCOUNT APPLICATION FORM



Today's Date: June 30, 2016

Automated Gauging Station with Satellite Telemetry

Name of Water Activity/Project		
King Consolidated Ditch	Company	
Name of Applicant		
SW Roundtable	Amount from Statewide Account:	
	Amount from Basin Account(s):	\$12,100
Approving Basin Roundtable(s) (If multiple basins specify amounts in parentheses.)	Total WSRA Funds Requested:	
FEIN: 84-0272145		
Application Content		
Application Instructions Part I – Description of the App Part II – Description of the Wa	page 2 page 3 page 5	
Part III – Threshold and Evalua Part IV – Required Supporting	page 7	
Water Rights, Availability, and Sustainability Related Studies Signature Page		page 10 page 10

#### **Required Exhibits**

- A. Statement of Work, Budget, and Schedule
- B. Project Map
- C. As Needed (i.e. letters of support, photos, maps, etc.)

#### **Appendices – Reference Material**

- 1. Program Information
- 2. Insurance Requirements
- 3. WSRA Standard Contract Information (Required for Projects Over \$100,000)
- 4. W-9 Form (Required for All Projects Prior to Contracting)

#### **Instructions**

To receive funding from the Water Supply Reserve Account (WSRA), a proposed water activity must be approved by the local Basin Roundtable **AND** the Colorado Water Conservation Board (CWCB). The process for Basin Roundtable consideration and approval is outlined in materials in Appendix 1.

Once approved by the local Basin Roundtable, the applicant should submit this application with a detailed statement of work including budget and schedule as Exhibit A to CWCB staff by the application deadline.

WSRA applications are due with the roundtable letter of support 60 calendar days prior to the bi-monthly Board meeting at which it will be considered. Board meetings are held in January, March, May, July, September, and November. Meeting details, including scheduled dates, agendas, etc. are posted on the CWCB website at: <a href="http://cwcb.state.co.us">http://cwcb.state.co.us</a> Applications to the WSRA Basin Account are considered at every board meeting, while applications to the WSRA Statewide Account are only considered at the March and September board meetings.

When completing this application, the applicant should refer to the WSRA Criteria and Guidelines available at: <a href="http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Documents/WSRACriteriaGuidelines.pdf">http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Documents/WSRACriteriaGuidelines.pdf</a>. In addition, the applicant should also refer to the <a href="Supplemental Scoring Matrix">Supplemental Scoring Matrix</a> applied to Evaluation Criteria Tiers 1-3 for Statewide Account requests .

The application, statement of work, budget, and schedule **must be submitted in electronic format** (Microsoft Word or text-enabled PDF are preferred) and can be emailed or mailed on a disk to:

Craig Godbout - WSRA Application Colorado Water Conservation Board 1313 Sherman St., Room 721 Denver, CO 80203 Craig.godbout@state.co.us

If you have questions or need additional assistance, please contact Craig Godbout at: 303-866-3441 x3210 or <a href="mailto:craig.godbout@state.co.us">craig.godbout@state.co.us</a>.

Applicant

1.

Part I Description of the A <sub>l</sub>	<b>oplicant</b> (Project)	Sponsor or	Owner);
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Mailing address:	1	State Hwy 172 cio, CO 81137			
FEIN #:	84-04	411274			
Primarv	Ed M	IcCaw	Position/Tit	Board President	
Email:					
Phone	Cel1	970-799-1201	Offic		
Alternate	Wayı	ne Semler	Position/Tit	Board Vice	
Email					
Phone	Cell	970-749-1533	Offic		
agencies are encoura Federal agencies are the grant recipient.	t) – mur aged to e eligibl	nicipalities, enterprises, of work with local entities e, but only if they can m	counties, and Sta and the local en aake a compellin	ate of Colorado agend tity should be the gra g case for why a loca	cies. Federal ant recipient. al partner cannot be
Public (Districts) – a and water activity er		ies, Title 32/special distress.	ricts, (conservan	acy, conservation, and	1 irrigation districts)
<b>XX</b> Private Incorporated	l – mutu	ual ditch companies, hor	neowners associ	ations, corporations.	
Private individuals, not for funding from	•	ships, and sole proprieto atewide Account.	ors are eligible fo	or funding from the B	Basin Accounts but
Non-governmental of	Non-governmental organizations – broadly defined as any organization that is not part of the government.				

King Consolidated Ditch Company

3.

	Provide a brief description of your organization
	Formed in 1901, the King Consolidated Ditch Company is a mutual irrigation ditch company responsible for delivering irrigation water to over 300 Shareholders. The King Consolidated Ditch Company's Shareholders have 8314.40 Acres of Storage Water in Pine River Irrigation District. In 2014, the irrigation allotment was 2.024 per acre of PRID storage water. Water is diverted from the Pine River into the King Ditch and the irrigation season runs from May1 to October1.
4.	If the Contracting Entity is different then the Applicant (Project Sponsor or Owner) please describe the Contracting Entity here.
5.	Successful applicants will have to execute a contract with the CWCB prior to beginning work on the portion of the project funded by the WSRA grant. In order to expedite the contracting process the CWCB has established a standard contract with provisions the applicant must adhere to. A link to this standard contract is included in Appendix 3. Please review this contract and check the appropriate box.  The Applicant will be able to contract with the CWCB using the Standard Contract  The Applicant has reviewed the standard contract and has some questions/issues/concerns. Please be aware that any deviation from the standard contract could result in a significant delay between grant approval and the funds being available.
6.	The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant.  The King Consolidated Ditch Company does not fall under TABOR.

Part II Description o	f the Water Activity/Pro	pject			
1. What is the primary p	ourpose of this grant appli	cation? (Please check only one)			
Noncor	nsumptive (Environmenta	al or Recreational)			
Agricul	tural				
Munici	pal/Industrial				
Needs A	Assessment				
Educat	ion				
Other					
In addition to m	2. If you feel this project addresses multiple purposes please explain. In addition to measuring and maintaining flows, these wireless telemetry units will help with the Conservation of water during low usage and also help in maintaining a more accurate flow of water.				
3. Is this project primari	ily a study or implementat	tion of a water activity/project? (Please check only one)  Implementation			
4. To catalog measurable	e results achieved with W	VSRA funds can you provide any of the following numbers?			
New St	orage Created (acre-feet)				
New Annual Water Supplies Developed, Consumptive or Nonconsumptive					
Existing Storage Preserved or Enhanced (acre-feet)					
Length of Stream Restored or Protected (linear feet)					
Length of Pipe/Canal Built or Improved (linear feet)					
XX Efficier	XX Efficiency Savings (acre-feet/year OR dollars/year – circle one)				
Area of	Restored or Preserved Ha	abitat (acres)			
Other					

4. To help us map WSRA projects please include a map (Exhibit B) and provide the general coordinates below:

5. Please provide an overview/summary of the proposed water activity (no more than one page). Include a description of the overall water activity and specifically what the WSRA funding will be used for. A full **Statement of Work** with a detailed budget and schedule is required as **Exhibit A** of this application.

The King Consolidated Ditch Company is looking to install two automated gauging stations with wireless satellite telemetry that also include the associated housing and wells at two separate locations. There are no current gauging stations on any structure in the King Ditch. The first location would be at the midway point of the ditch where our largest lateral is diverted. The second location is at the end of the ditch where it splits the last two laterals. These wireless units will be used to monitor and regulate appropriate levels of irrigation water. This will ensure efficiency and save labor by allowing the King Consolidated Ditch Company to monitor these locations remotely and adjust the flow of water only as needed and eliminate wasted, expensive trips to check these locations.

#### Water Supply Reserve Account – Application Form

**Revised October 2013** 

#### Part III. - Threshold and Evaluation Criteria

- 1. <u>Describe how</u> the water activity meets these **Threshold Criteria.** (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines.)
  - a) The water activity is consistent with Section 37-75-102 Colorado Revised Statutes. Yes This is only a change of management practice on an existing decreed water right.
  - b) The water activity underwent an evaluation and approval process and was approved by the Basin Roundtable (BRT) and the application includes a description of the results of the BRTs evaluation and approval of the activity. At a minimum, the description must include the level of agreement reached by the roundtable, including any minority opinion(s) if there was not general agreement for the activity. The description must also include reasons why general agreement was not reached (if it was not), including who opposed the activity and why they opposed it. Note- If this information is included in the letter from the roundtable chair simply reference that letter.

<sup>&</sup>lt;sup>1</sup> 37-75-102. Water rights - protections. (1) It is the policy of the General Assembly that the current system of allocating water within Colorado shall not be superseded, abrogated, or otherwise impaired by this article. Nothing in this article shall be interpreted to repeal or in any manner amend the existing water rights adjudication system. The General Assembly affirms the state constitution's recognition of water rights as a private usufructuary property right, and this article is not intended to restrict the ability of the holder of a water right to use or to dispose of that water right in any manner permitted under Colorado law. (2) The General Assembly affirms the protections for contractual and property rights recognized by the contract and takings protections under the state constitution and related statutes. This article shall not be implemented in any way that would diminish, impair, or cause injury to any property or contractual right created by intergovernmental agreements, contracts, stipulations among parties to water cases, terms and conditions in water decrees, or any other similar document related to the allocation or use of water. This article shall not be construed to supersede, abrogate, or cause injury to vested water rights or decreed conditional water rights. The General Assembly affirms that this article does not impair, limit, or otherwise affect the rights of persons or entities to enter into agreements, contracts, or memoranda of understanding with other persons or entities relating to the appropriation, movement, or use of water under other provisions of law.

c) The water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes.<sup>2</sup> The Basin Roundtable Chairs shall include in their approval letters for particular WSRA grant applications a description of how the water activity will assist in meeting the water supply needs identified in the basin roundtable's consumptive and/or non-consumptive needs assessments.

d) Matching Requirement: For requests from the **Statewide Fund**, the applicants will be required to demonstrate a **25 percent** (or greater) match of the total grant request from the other sources, including by not limited to Basin Funds. A minimum match of 5% of the total grant amount shall be from Basin funds. A minimum match of 5% of the total grant amount must come from the applicant or 3rd party sources. Sources of matching funds include but are not limited to Basin Funds, in-kind services, funding from other sources, and/or direct cash match. Past expenditures directly related to the project may be considered as matching funds if the expenditures occurred within 9 months of the date the contract or purchase order between the applicant and the State of Colorado is executed. Please describe the source(s) of matching funds. (NOTE: These matching funds should also be reflected in your Detailed Budget in **Exhibit A** of this application)

<sup>&</sup>lt;sup>2</sup> 37-75-104 (2)(c). Using data and information from the Statewide Water Supply Initiative and other appropriate sources and in cooperation with the on-going Statewide Water Supply Initiative, develop a basin-wide consumptive and nonconsumptive water supply needs assessment, conduct an analysis of available unappropriated waters within the basin, and propose projects or methods, both structural and nonstructural, for meeting those needs and utilizing those unappropriated waters where appropriate. Basin Roundtables shall actively seek the input and advice of affected local governments, water providers, and other interested stakeholders and persons in establishing its needs assessment, and shall propose projects or methods for meeting those needs. Recommendations from this assessment shall be forwarded to the Interbasin Compact Committee and other basin roundtables for analysis and consideration after the General Assembly has approved the Interbasin Compact Charter.

#### Water Supply Reserve Account – Application Form

Revised October 2013

2. For Applications that include a request for funds from the **Statewide Account**, <u>describe how</u> the water activity/project meets all applicable **Evaluation Criteria**. (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines and repeated below.) Projects will be assessed on how well they meet the Evaluation Criteria. **Please attach additional pages as necessary.** 

Evaluation Criteria – the following criteria will be utilized to further evaluate the merits of the water activity proposed for funding from the Statewide Account. In evaluation of proposed water activities, preference will be given to projects that meet one or more criteria from each of the three "tiers" or categories. Each "tier" is grouped in level of importance. For instance, projects that meet Tier 1 criteria will outweigh projects that only meet Tier 3 criteria. The applicant should also refer to the Supplemental Scoring Matrix applied to Evaluation Criteria Tiers 1-3 for Statewide Account requests. WSRA grant requests for projects that may qualify for loans through the CWCB loan program will receive preference in the Statewide Evaluation Criteria if the grant request is part of a CWCB loan/WSRA grant package. For these CWCB loan/WSRA grant packages, the applicant must have a CWCB loan/WSRA grant ratio of 1:1 or higher. Preference will be given to those with a higher loan/grant ratio.

### <u>Tier 1: Promoting Collaboration/Cooperation and Meeting Water Management Goals and Identified Water Needs</u>

- a. The water activity addresses multiple needs or issues, including consumptive and/or non-consumptive needs, or the needs and issues of multiple interests or multiple basins. This can be demonstrated by obtaining letters of support from other basin roundtables (in addition to an approval letter from the sponsoring basin).
- b. The number and types of entities represented in the application and the degree to which the activity will promote cooperation and collaboration among traditional consumptive water interests and/or non-consumptive interests, and if applicable, the degree to which the water activity is effective in addressing intrabasin or interbasin needs or issues.
- c. The water activity helps implement projects and processes identified as helping meet Colorado's future water needs, and/or addresses the gap areas between available water supply and future need as identified in SWSI or a roundtable's basin-wide water needs assessment.

#### Tier 2: Facilitating Water Activity Implementation

- d. Funding from this Account will reduce the uncertainty that the water activity will be implemented. For this criterion the applicant should discuss how receiving funding from the Account will make a significant difference in the implementation of the water activity (i.e., how will receiving funding enable the water activity to move forward or the inability obtaining funding elsewhere).
- e. The amount of matching funds provided by the applicant via direct contributions, demonstrable in-kind contributions, and/or other sources demonstrates a significant & appropriate commitment to the project.

#### Tier 3: The Water Activity Addresses Other Issues of Statewide Value and Maximizes Benefits

- f. The water activity helps sustain agriculture & open space, or meets environmental or recreational needs.
- g. The water activity assists in the administration of compact-entitled waters or addresses problems related to compact entitled waters and compact compliance and the degree to which the activity promotes maximum utilization of state waters.
- h. The water activity assists in the recovery of threatened and endangered wildlife species or Colorado State species of concern.

#### Water Supply Reserve Account – Application Form

Revised October 2013

- i. The water activity provides a high level of benefit to Colorado in relationship to the amount of funds requested.
- j. The water activity is complimentary to or assists in the implementation of other CWCB programs.

Continued: Explanation of how the water activity/project meets all applicable Evaluation Criteria.

Please attach additional pages as necessary.

#### Part IV. - Required Supporting Material

1. **Water Rights, Availability, and Sustainability** – This information is needed to assess the viability of the water project or activity. Please provide a description of the water supply source to be utilized, or the water body to be affected by, the water activity. This should include a description of applicable water rights, and water rights issues, and the name/location of water bodies affected by the water activity.

The King Consolidated Ditch Company holds 106.25 CFS of adjudicated water from the Pine River with priorities ranging from P-10 to P-65. The King Consolidated Ditch Company also holds 8314.40 Acres of Storage water in the Pine River Irrigation District.

2. Please provide a brief narrative of any related studies or permitting issues.

There are no studies or permitting issues.

3. Statement of Work, Detailed Budget, and Project Schedule

The statement of work will form the basis for the contract between the Applicant and the State of Colorado. In short, the Applicant is agreeing to undertake the work for the compensation outlined in the statement of work and budget, and in return, the State of Colorado is receiving the deliverables/products specified. **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 invoices and appropriate backup material.

**Please provide a detailed statement of work using the template in Exhibit A**. Additional sections or modifications may be included as necessary. Please define all acronyms and include page numbers.

Work at the KCDC Martin Lateral point of diversion will consist of the following: Excavation and installation of a meter pit and stilling well. Installation of wireless telemetry unit and protective building. Work at the KCDC End of Ditch structure will consist of the following: Excavation and installation of a meter pit and stilling well. Installation of wireless telemetry unit and protective building.

BUDGET: 2 Automated gauging station with satellite telemetry	\$11,400	
2 pipes for stilling well and plumbing and labor		\$ 1,200
2 cement pads at cost		\$ 1,500
2 protective building units		\$ 3,000
Approximate total cost of project		\$17,100
Contribution from Operating Fund of the King		
Consolidated Ditch Company		(\$5,000)

We would like to begin work in the fall of 2016 to be completed by April 30, 2017

#### 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.

#### **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 10 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.

Print Applicant: Ling Consolidated Ditch Co. Board President

Project Title: Automoded Guaging Station with Satelite Telernitry

Return an electronic version (hardcopy may also be submitted) of this application to:

Craig Godbout – WSRA Application Colorado Water Conservation Board 1313 Sherman St., Room 721 Denver, CO 80203 303-866-3441, ext. 3210 (office) 303-547-8061 (cell) Exhibit A

**Statement of Work** 

**Date: June 30, 2016** 

WATER ACTIVITY NAME –Automated Guaging Station with Satelite Telemetry

**GRANT RECIPIENT – King Consolidated Ditch Company** 

FUNDING SOURCE - WSRA Grant and King Consolidated Ditch Co Operation Account

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)

The King Consolidated Ditch Company is looking to install two automated gauging stations with wireless satellite telemetry that also include the associated housing and wells at two separate locations. There are no current gauging stations on any structure in the King Ditch. The first location would be at the midway point of the ditch where our largest lateral is diverted. The second location is at the end of the ditch where it splits the last two laterals. These wireless units will be used to monitor and regulate appropriate levels of irrigation water. This will ensure efficiency and save labor by allowing the King Consolidated Ditch Company to monitor these locations remotely and adjust the flow of water only as needed and eliminate wasted, expensive trips to check these locations.

#### **OBJECTIVES**

List the objectives of the project

- -Installation of automated gauging station with wireless satellite telemetry at the Martin Lateral point of diversion will consist of the following: Excavation and installation of a meter pit and stilling well. Installation of wireless telemetry unit and protective building.
- -Installation of automated gauging station with wireless satellite telemetry at the End of Ditch structure will consist of the following: Excavation and installation of a meter pit and stilling well. Installation of a wireless telemetry unit and a protective building.

#### **TASKS**

Provide a detailed description of each task using the following format

#### TASK 1 – Installation of Automated Gauging Stations with Wireless Telemetry

#### **Description of Task**

Installation of automated gauging station with wireless satellite telemetry at the Martin Lateral point of diversion. Installation of automated gauging station with wireless satellite telemetry at the End of Ditch structure

#### Method/Procedure

Excavation and installation of a meter pit and stilling well. Installation of wireless telemetry unit and protective building.

#### <u>Deliverable</u>

#### **TASK 2 –**

Description of Task

Method/Procedure

Deliverable

REPEAT FOR TASK 3, TASK 4, TAKE 5, ETC.

#### 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**

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.

Total Costs						
Task 1 - Installation of Automated Gauging Stations with Wireless Telemetry	Materials  2 automated gauging stations with satellite telemetry	Costs \$11,400			Total Pr	roject Costs
	2 Cement pads 2 Protective building units 2 Pipes for stilling well and plumbing	\$1,500 \$3,000 \$1,200			\$17,100	
	Contribution from Morrison Consolidated Ditch Co Operating Fund	(\$5,000)	)		(\$5,000)	)
	Labor will be provided by our Ditch Rider at the Ditch Company's expense				\$12,100 requeste	

#### **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.

Example 1

Task	Start Date	Finish Date
1	NTP	April 30, 2017

NTP = Notice to Proceed

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.

