



October 27, 2016

Holbrook Mutual Irrigation Company
Attn: Nick Koch, Agricultural Engineer
P.O. Box 34
Cheraw, CO 81030

RE: Notice to Proceed – WSRF Grant – **POGG1 2017-518** – Holbrook Reservoir #1 Outlet Flow
Measurement Upgrade, Phase I

Dear Nick,

This letter is to inform you that purchase order to assist in the above WSRF grant project has been approved. The email notice and attachments serve as your original contract documents.

With the executed purchase order you are now able to proceed with the project and invoice the State of Colorado for costs incurred from October 27, 2016 through November 01, 2017. Please provide the project name, POGG1 number, and basin when corresponding with or invoicing for your project. Upon receipt of your invoice(s), the State of Colorado will provide payment no later than 30 days after review and signed approval of the project manager.

Please refer to the WSRF Criteria & Guidelines for reporting requirements for the six month progress report and final deliverable requirements in order to avoid a delay in payment.

If you have any questions or concerns regarding the project, please contact Derek Johnson, Project Manager at 303-866-3441 x3254 or at craig.godbout@state.co.us. You can contact me at 303-866-3441 ext. 3250 for invoicing and payment disbursement questions.

Thank you.

Sincerely,

//s//

Doriann Vigil
Program Assistant II
O 303-866-3441 ext. 3250
1313 Sherman Street, Rm. 719, Denver, CO 80203
Dori.vigil@state.co.us / cwcb.state.co.com

Attachments





STATE OF COLORADO
Department of Natural Resources

ORDER		** IMPORTANT **				
Number: POGG1 PDAA 201700000518		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 10/27/16						
Description: PDAA 2500 WSRF RESV #1 OUTLET FLOW UPGRADE PHASE I		BILL TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date: 10/27/16 Expiration Date: 11/01/17						
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION				
Email:		1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
VENDOR		SHIPPING INSTRUCTIONS				
HOLBROOK MUTUAL IRRIGATING CO		Delivery/Install Date:				
PO BOX 34		F.O.B: FOB Dest, Freight Allowed				
CHERAW, CO 81030-0034		VENDOR INSTRUCTIONS:				
Contact: .						
Phone: .						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$10,000.00	☐
Description: PDAA 2500 WSRF RESV #1 OUTLET FLOW UPGRADE PHASE I						
Service From: 10/27/16 Service To: 11/01/17						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
2	G1000		0	0.00	\$20,000.00	☐
Description: PDAA 2500 WSRF RESV #1 OUTLET FLOW UPGRADE PHASE I						
Service From: 10/27/16 Service To: 11/01/17						
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$30,000.00						

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Exhibit A: Statement of Work

WATER ACTIVITY NAME – Holbrook Reservoir Outlet Flow Measurement Upgrade Project, Phase 1.

GRANT RECIPIENTS – Holbrook Mutual Irrigating Company. **FISCAL AGENT:** Holbrook Mutual Irrigating Company

FUNDING SOURCE – Water Supply Reserve Account - \$30,000. **Matching Funds:** Holbrook Mutual Irrigating Company - \$2,000; Recovery Of Yield Group - \$8,150. **Total Budget: \$40,150.**

PROJECT INTRODUCTION AND BACKGROUND

Holbrook Mutual Irrigating Company Reservoir #1 has the capability to store approximately 6,250 ac. ft. of water at the emergency spillway elevation, at reservoir staff gage 19.60. The current principal spillway discharge is reduced at low reservoir elevations because the parshall flume invert elevation is 2.5 ft. higher than the principal spillway outlet invert. Shallow or low reservoir water elevations provide very low reservoir discharges.

OBJECTIVES

The objectives are as follows:

- Objective 1 – Install a 2 stage broad crested weir just upstream of the existing parshall flume.
- Objective 2 – Manage the project through construction to completion, with a final report submitted to the funding agencies.

TASKS

TASK 1 - Work with the State of Colorado Water Division 2 Lead Hydrographer to obtain approval of the 2 stage broad crested weir flow discharge table, identify on site electronic recording and measurement verification needs and requirements. Install all telemetry equipment, foot bridge, and building.

TASK 2 - Dewater the construction site immediately upstream of the proposed structure, saw cut and remove a 7 ft. wide by 1.5 ft. deep chunk of concrete from the existing parshall flume, and purchase and place 18” to 24” riprap outlet protection immediately below the parshall flume as directed.

TASK 3 - Excavate and place the concrete forms with reinforcing steel to the approved hydraulic design requirements.

TASK 4 - Pour, properly place, finish, and cure the planned 5,000 psi low slump concrete.

TASK 5 – Provide complete Project Management to include contracting; pre, on site, final, and post construction oversight of all the project activities. Periodic reviews during the first two irrigation seasons to include State of Colorado Water Division validation and evaluation for probable Phase 2 plan of work activities.

REPORTING AND FINAL DELIVERABLES

Reporting

The applicant shall provide the Colorado Water Conservation Board (CWCB) a final progress report. The

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progress report shall describe the 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 those issues.

Final Deliverable

At completion of the Project, the applicant shall provide the CWCB an opportunity for a site visit and, if appropriate, a meeting with the interested agencies. The final report shall include “before and after” photographs and a summary of the construction and project management activities.

BUDGET

Below is a detailed anticipated budget table by task, those identified above, including the number of hours and rates for labor and unit costs for other direct costs (i.e. mileage, \$/unit of material for construction, etc.).

Holbrook Mutual Irrigating Company Reservoir No. 1's Outlet Flow Measurement Upgrade, Phase 1

Budget						April 24 2016
	Task 1	Task 2	Task 3	Task 4	Task 5	Total
	Division 2					
	Hydrographer	Dewater	Excavate &		Project	
	Weir Flow	Site, Saw Cut	Place Rebar	Purchase	Management	
	Requirements	& Riprap	& Concrete	Concrete	& Final	
	Bridge, Bldg.	Placement	Forms	& Place	Report	Cost
Project Costs (Phase 1)						
Project Manager	\$500	\$500	\$500	\$500	\$1,000	\$3,000
Contractor Bid Estimate	\$13,000	\$5,000	\$5,000	\$10,150		\$33,150
Construction Contingency						\$4,000
						\$40,150
Direct Costs						
Travel Costs (\$.56/mile)						
Lodging & Per Diem						
Total Direct Expenses						
Project Rates					TOTAL:	
Project Manager	Mileage		As a % of Total		Matching Funds	\$10,150
\$145/hour	\$.56/mile	Contingency	25.28%		WSRA Grant Request	\$30,000
PROJECT COST TOTAL:						\$40,150

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SCHEDULE

<u>Task #</u>	<u>NTP + 30</u>	<u>NTP + 60</u>	<u>NTP + 90</u>	<u>NTP + 180</u>	<u>NTP + 360</u>
Task 1					
Task 2					
Task 3					
Task 4					
Task 5					

Exhibit B Project Maps

