



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

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TO: Colorado Water Conservation Board Members

FROM: Anna Mauss, Finance Section

DATE: March 21-22, 2018 Board Meeting

CONSENT AGENDA: 3a - Water Plan Grant Modifications
St. Charles Mesa Water District - Long-Term Potable Water Supply to
the Zinno Subdivision

Introduction

At the January 2018 Board meeting, the Board approved \$75,000 Water Plan Grant from the Supply and Demand Gap Funds to the St. Charles Mesa Water District (District) for the Long-Term Potable Water Supply to the Zinno Subdivision Project. Through this project the District intends to bring a long term potable water supply to the Zinno Subdivision. The current sole source of water for the subdivision is a shallow 43 feet deep well. Due to poorly maintained infrastructure, power outages, pump failures, and water main breaks the subdivision has experienced numerous interruptions in service. The residents of the Zinno Subdivision are working with the District to obtain continuous, quality, potable water service, and stable water rates. The project involves annexing the Zinno Subdivision (97 water taps) into the District's service area and constructing a new distribution system, service lines, and meters.

The original scope of work identified one task, planning for the integration of the Zinno Subdivision into the St. Charles Mesa Water District, as the only task to be covered by the Water Plan Grant. Since the Water Plan Grant was approved, the District received a planning grant from the Colorado Department of Public Health and Environment (CDPHE). The CDPHE grant cannot be used for construction and can only cover planning efforts. As a result, the District is requesting a change to the statement of work so the Water Plan Grant will reimburse the District for construction efforts rather than planning. See attached Water Plan Grant - Exhibit A - Statement of Work.

Staff Recommendation

Staff recommends the board approve a change in the statement of work so Water Plan Grant funds can be used for construction of the Long-Term Potable Water Supply to the Zinno Subdivision Project.



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Colorado Water Conservation Board	
Water Plan Grant - Exhibit A	

Statement Of Work	
Date:	February 22, 2018
Name of Applicant:	St. Charles Mesa Water District
Name of Water Project:	Long-Term Potable Water Supply to the Zinno Subdivision
Funding Source:	CWP Supply and Demand Gap Projects
<p>Water Project Overview: Please provide a summary of the proposed water project (200 words or less). The same summary can be used from Page 5 of the CWP Grant Application.</p> <p>The scope of work for this project is to annex the Zinno Subdivision (97 water taps) into the St. Charles Mesa Water District (SCMWD) service area and construct a new distribution system, service lines, and meters. The current sole source of water for the subdivision is a shallow 43 feet deep well. Due to poorly maintained infrastructure power outages, pump failures and main breaks the subdivision has experienced numerous interruptions in service. In addition, the residents have complained about the poor water quality coming from their tap which is considered by most to be undrinkable. Due to the precarious nature of the water service, the residents of the Zinno Subdivision are actively seeking a remedy, which would provide them with continuous, quality, potable water service and stable water rates. SCMWD is willing to assist by including them in their District boundaries and constructing new infrastructure to deliver a secure water supply. SCMWD will provide water to the subdivision using their water rights which include, Bessemer Ditch, Cottonwood Creek, Zoeller Creek, Velazquez Creek, Wells 1,6,8, & 10 and Fry-Ark Project Water rights.</p>	
<p>Objectives: List the objectives of the project.</p> <p>There are three objectives in the proposed scope of work. They are as follows:</p> <ol style="list-style-type: none"> 1. Planning for the integration of the Zinno Subdivision into the St. Charles Mesa Water District. 2. Construction Project to install water infrastructure to enable the Zinno Subdivision to receive potable water from St. Charles Mesa Water District. 3. Provide project and grant management for the project. 	

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Tasks
Provide a detailed description of each project task using the following format:
Task 1 – 1. Planning for the integration of the Zinno Subdivision into the St. Charles Mesa Water District. (Task 1 will not be paid by WPG funding.)
Description of Task:
<ul style="list-style-type: none"> A. Colorado Department of Public Health and Environment (CDPHE) Approval B. Engineering Planning and Project Development C. Surveying D. Construction Plans E. Contract Documents F. Geotechnical Testing G. Final engineering H. Legal – General Counsel & Bond Counsel I. Project management
Method/Procedure:
<ul style="list-style-type: none"> A. Colorado Department of Public Health and Environment (CDPHE) Approval – Submittal to the CDPHE is required, including the Preliminary Engineering Report and all construction documents and specifications. SCMWD will submit the necessary documents to CHPHE for approval. B. Engineering Planning – Preliminary designs will be prepared. C. Surveying – A detailed Utility, Right-of-Way and Topographic Survey of the Existing Street shall be required. SCMWD will contract to have the surveys completed. D. Construction Plans – Detailed plans shall be required for the construction of the proposed potable water distribution system, and the proposed street reconstruction. SCMWD will be responsible for developing the construction of the new water distribution system. Pueblo County will provide the street construction plans and perform the work of reconstructing the streets. E. Contract Documents – Additionally, detailed contract documents and technical specifications shall be required. SCMWD will have the responsibility of securing all detailed contracts and specifications. F. Geotechnical Testing – The final design of the proposed pavement section shall be based on the bearing capacity of the underlying soil, as determined by the geotechnical testing and Pueblo County requirements. SCMWD will be responsible for contracting for the geotechnical testing and for working with Pueblo County’s regulations. G. Final engineering – Final construction drawings and specifications will be developed H. Legal – Review of contracts I. Project management – This task will cover grant coordination for planning tasks.
Grantee Deliverable: Describe the deliverable the grantee expects from this task

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Tasks
SCMWD will complete all pre-construction tasks.
CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task
SCMWD will deliver to CWCB all supporting documents pertaining to CDPHE approval, Geotech testing, survey results, pertinent construction plans and contract documents.

Tasks
Provide a detailed description of each task using the following format:
Task 2 – 2. Construction Project to install water infrastructure to enable the Zinno Subdivision to receive potable water from St. Charles Mesa Water District.
Description of Task:
<ul style="list-style-type: none"> A. SCMWD will contract construction surveying and traffic control contractors B. Installation of temporary service lines C. Installation of potable water system D. Installation of taps and water meters E. Demolition of existing streets & reconstruction of roadways F. Abandon Joseph Water system G. Install filter for water treatment plant
Method/Procedure:

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Tasks
<p>A. SCMWD will contract with reputable and experienced construction surveying and traffic control contractors to successfully complete this task.</p> <p>B. Contractor will install temporary service lines to deliver water to homeowners during construction of new distribution system.</p> <p>C. SCMWD will contract with reliable and skilled contractors for the installation of the proposed potable water system. This includes approximately 600 lineal feet of 12-inch diameter pipe, C900 PVC Water Main, 4,278 lineal feet of 6-inch diameter pipe, C900 PVC Water main, 4 Proposed Fire Hydrant Assemblies and various appurtenant valves and fittings.</p> <p>D. SCMWD will contract with reliable and skilled contractors for the installation of proposed individual user taps and water meters. This includes the installation of approximately 2,700 lineal feet of ¾-inch diameter type K Copper pipe, 100 Tap Saddle Assemblies, and 100 Badger BC 25 Radio-Read meters.</p> <p>E. Pueblo County Road and Bridges Department will perform the demolition of existing streets. This may include roto-milling of existing roadway material for incorporation as base course for the proposed roadway. Pueblo County Road and Bridges crews will reconstruct the roadways.</p> <p>F. Contractor will demolish and remove storage tanks and cap wells.</p> <p>G. A new TR-840 filter which will be installed at the water treatment plant</p>
<p>Grantee Deliverable: Describe the deliverable the grantee expects from this task</p> <p>The long-potable water supply to the Zinno Subdivision construction project will be completed and a secure water supply will be delivered to the residents. A new filter will be installed at the water treatment plant.</p>
<p>CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task</p> <p>SCMWD will deliver to CWCB a final report documenting the construction of the new water supply system.</p>

Tasks
<p>Provide a detailed description of each project task using the following format:</p>
<p>Task 3 – Project and Grant Management (Task 3 will not be paid for by WPG funding.)</p>
<p>Description of Task:</p>

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Tasks
<p>SCMWD requires assistance to handle the management of documents for the construction project. SCMWD also requires an expert in grant management to be able to organize & secure documentation for reimbursement from several different funding sources.</p>
Method/Procedure:
<ul style="list-style-type: none"> A. The project / grant manager will manage all pertinent pre-construction documents for the project (i.e.: to CDPHE approval, Geotech testing, survey results, pertinent construction plans and contract documents). The project / grant manager will manage all pertinent construction documents (i.e.: Surveying and traffic control, installation of the proposed potable water system, installation of proposed individual user taps and water meters, and the purchase of a TR-840 filter). B. The project / grant manager will be responsible to organize, develop and monitor all grant/loan reimbursements for the project.
Grantee Deliverable: Describe the deliverable the grantee expects from this task
<p>SCMWD will possess all contract documents, receipts for work performed, and requests for reimbursement from grants/loans.</p>
CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task
<p>Project / grant manager will deliver all pertinent documents related to the tasks the Water Plan grant supports.</p>

Budget and Schedule
<p>This Statement of Work shall be accompanied by a combined Budget and Schedule that reflects the Tasks identified in the Statement of Work and shall be submitted to CWCB in excel format.</p>

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Reporting Requirements
<p>Progress Reports: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order, or the execution of a contract. The progress report shall describe the status 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. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.</p>
<p>Final Report: At completion of the project, the applicant shall provide the CWCB a Final Report on the applicant's letterhead that:</p> <ul style="list-style-type: none"> • Summarizes the project and how the project was completed. • Describes any obstacles encountered, and how these obstacles were overcome. • Confirms that all matching commitments have been fulfilled. • Includes photographs, summaries of meetings and engineering reports/designs. <p>The CWCB will withhold disbursement the last 10% of the budget until the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.</p>