

May 8, 2018

Town of Ignacio  
Attn:  
P.O. Box 459  
Ignacio, CO 81137-0459

Dear Grantee:

We are pleased to inform you that the Colorado Department of Natural Resources, Colorado Water Conservation Board (CWCB) has approved your application for funding pursuant to the WSRF Grant Program ("Program") in the amount of \$48,750.00. This letter authorizes you to proceed with the Ignacio Irrigation Utility Improvement Project ("Project") in accordance with the terms of this Grant Award Letter.

Attached to this letter are the terms and conditions of your Grant. Please review these terms and conditions, as they are requirements of this Grant to which you, Town of Ignacio agree by accepting the Grant Funds.

The WSRF Criteria & Guidelines can be located on our website for additional information.

If you have any questions or concerns regarding the project, please contact Megan Holcomb, Project Manager at 303-866-3441 or at [Megan.Holcomb@state.co.us](mailto:Megan.Holcomb@state.co.us). Please send the 6-month progress reports and invoices directly to the Project Manager and cc me at [Dori.vigil@state.co.us](mailto:Dori.vigil@state.co.us).

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](mailto:Dori.vigil@state.co.us) / [cwcb.state.co.com](http://cwcb.state.co.com)

Attachments



**STATE OF COLORADO**  
Department of Natural Resources

Page 1 of 1

**ORDER**

\*\*\*\*\*IMPORTANT\*\*\*\*\*

**Number:** POGG1,PDAA,201800000912

**Date:** 5/8/18

**Description:**

PDAA 2500 WSRF - IRRIGATION IMPROVE\_SW  
BASIN

**Effective Date:** 05/01/18

**Expiration Date:** 06/30/19

The order number and line number must appear on all invoices, packing slips, cartons, and correspondence. Please review each line for its corresponding shipping/billing address and delivery instructions.

**BUYER**

**Buyer:**

**Email:**

**VENDOR**

TOWN OF IGNACIO  
PO BOX 459  
IGNACIO, CO 81137-0459

**Contact:** .

**Phone:** 9705639494

**EXTENDED DESCRIPTION**

Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$48,750.00	<input type="checkbox"/>

Description: PDAA 2500 WSRF - IRRIGATION IMPROVE\_SW BASIN

Service From: 05/01/18

Service To: 06/30/18

**Delivery Instructions**

FOB: FOB Dest, Freight Allowed

Delivery Date: -

**Ship To:**

**Bill To:**

COLORADO WATER BOARD  
CONSERVATION  
1313 SHERMAN STREET, ROOM 718  
DENVER, CO 80203

COLORADO WATER BOARD CONSERVATION  
1313 SHERMAN STREET, ROOM 718  
DENVER, CO 80203

**TERMS AND CONDITIONS**

<https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions>

**DOCUMENT TOTAL = \$48,750.00**



Last Update: November 29, 2017

<b>Colorado Water Conservation Board</b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date</b>	January 3, 2018
<b>Water Activity Name:</b>	Town of Ignacio Irrigation Utility
<b>Grant Recipient:</b>	Town of Ignacio
<b>Funding Source:</b>	WSRF
<b>Water Activity Overview:</b> (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.)	
<p>Currently, the Irrigation Utility serves approximately 250 customers with irrigation water supplied via water rights that originate from the Los Pinos River (Town Rights: .3 cfs absolute, .25 cfs conditional, and 128 BIA Goodnight Ditch shares) and conveyed to a small storage pond. The Town would like to complete improvements to the Irrigation Utility distribution piping and storage pond. A water model study is currently underway and studying distribution piping and storage pond improvements, which will result in an improvements plan that is scheduled to be complete in January. Distribution piping improvements will focus on improved system pressurization, control and looping. Storage improvements will focus on pond expansion, lining and inlet/outlet piping. Completion of this work will improve overall water delivery to customers and enhance and enlarge storage. This grant request and a SWCD grant request for the same amount, combined with Utility reserves will be used to fund this project estimated at \$130,000. These improvements will also aide in providing future service when growth occurs within Ignacio. Utilization of irrigation water reduces the use of potable water on typical residential watering needs for lawns and gardens.</p>	
<b>Objectives:</b> (List the objectives of the project)	
<ol style="list-style-type: none"><li>1. Improve water delivery to some customers who currently have minimum operating pressure due to low-head pressure caused by customer proximity to the storage pond.</li><li>2. Improve distribution piping with the addition of control valving for better system isolation and looping.</li><li>3. Improve and expand the current storage facilities resulting in less system water lose and expanded capacity for future growth and use.</li><li>4. Improve the use of irrigation water throughout the utility service area resulting in the reduced use of potable water for lawn, garden and landscaping water needs.</li></ol>	



Last Update: November 29, 2017

Tasks
Provide a detailed description of each task using the following format:
<b>Task 1 - Pipeline Improvements – WSRF Grant Request</b>
Description of Task:
<p><i>Current customer supply flow is a gravity flow, which is not sufficient for customers located in close proximity to the storage pond. The water model will test different operation scenarios and determine design operating pressures and desired location for placement of inline pumps. Pumps will be added to the system based on this analysis, and some system pressure reductions may be needed for areas of the system that may become over-pressurized when pumps are added.</i></p> <p><i>Additionally, new pipeline control valving is planned for improved system control and looping. Valves will be added at locations identified in the water model that will assist with isolation and looping of segments of the pipeline. Currently there are a limited number of valves which require large portions of the system to be turned off when repairs and maintenance are completed.</i></p> <p><i>Construction drawings will be prepared once the improvements plan is complete and the project bid. Project award will occur once grant funding has been secured. Ideally, the work will be completed by May and the irrigation system in operation as usual for the season.</i></p>
Method/Procedure: Construction Improvements
<p><i>Locations on the pipeline will be fitted with pumps and valves consistent with the water model and construction drawings.</i></p>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<p><i>All pipeline improvements will be completed per construction drawings.</i></p>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<p><i>A completed set of as-built drawings will be provided upon completion, if necessary.</i></p>



Last Update: November 29, 2017

Tasks
Provide a detailed description of each task using the following format:
<b>Task 2 - Storage Pond Improvements – SWCD Grant Request</b>
Description of Task:  <i>NOTE: This is another task that is part of the project but is intended to be funded with SWCD grant funds. If WSRF funds remain after completion of Task 1, we would like approval to use the remaining funds on this task, if necessary. Below is the description of task work:</i>  <i>The current estimated storage pond (.4 acre-feet in size) is constructed of dirt, and in need of lining in order to reduce water seepage and water lose. Added capacity is also a desired improvement which will be studied in the water modeling study, and sized for current and future irrigation water delivery. Inlet and outlet piping improvements are also planned and will be accomplished along with the expansion improvements.</i>  <i>Construction drawings will be prepared once the improvements plan is complete and the project bid. Project award will occur once grant funding has been secured. Ideally, the work will be completed by May and the irrigation system in operation as usual for the season.</i>
Method/Procedure: <i>Construction Improvements</i>  <i>Excavation of the current pond will be completed to remove silt accumulations and restore the original pond bottom. Pond berms will be improved and anticipated expansion will occur on the east and south sides of the pond. Desirable soils or other soil stabilizers will be added to pond berms, and a pond liner will be installed.</i>  <i>Inlet and outlet piping will also be repaired or replaced depending on condition of piping and valves.</i>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)  <i>All pond improvements will be completed per construction drawings.</i>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)  <i>A completed set of as-built drawings will be provided upon completion, if necessary.</i>

**Repeat for Task 3, Task 4, Task 5, etc.**



Last Update: November 29, 2017

## Budget and Schedule

**Exhibit B - Budget and Schedule:** 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.

## Reporting Requirements

**Reporting:** The grantee shall provide their respective Roundtable(s) and the CWCB a Progress Report every 6 months, beginning from the date of executed contract. The Progress Report shall describe the status of the water activity, the completion or partial completion of the tasks identified in the Statement of Work – Exhibit A including a description of any major issues that have occurred and any corrective action to address these issues. The CWCB may withhold reimbursement until satisfactory Progress Reports have been submitted.

**Final Deliverable:** At the completion of the water activity, the grantee shall provide their respective Roundtable(s) and the CWCB a final report on the grantee's letterhead that:

- Summarizes the water activity and how the water activity was completed
- Describes any obstacles encountered, and how these obstacles were overcome
- Explains the Proposed Budget versus the Actual Budget
- Confirms that all matching commitments have been fulfilled
- Includes photographs, summaries of meeting and engineering reports/design, if appropriate

The CWCB will pay the last 10% of the entire water activity budget when 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 water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

## Payments

Payment will be made based on actual expenditures, must include invoices for all work completed and must be on grantee's letterhead. The request for payment must include a description of the work accomplished by task, an estimate of the percent completion for individual tasks and the entire Project in relation to the percentage of budget spent, identification of any major issues, and proposed or implemented corrective actions.

The CWCB will pay the last 10% of the entire water activity budget when 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 water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

## Performance Requirements

Performance measures for this contract shall include the following:

(a) Performance standards and evaluation: Grantee will produce detailed deliverables for each task as specified. Grantee shall maintain receipts for all project expenses and documentation of the minimum in-kind contributions (if applicable) per the budget in Exhibit B. Per Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final deliverable is completed to the satisfaction of CWCB staff. Once the final deliverable has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.

(b) Accountability: Per the Grant Guidelines full documentation of project progress must be submitted with each invoice for reimbursement. Grantee must confirm that all grant conditions have been complied with on each invoice. In addition, per the Grant Guidelines, Progress Reports must be submitted at least once every 6 months. A Final Report must be submitted and approved before final project payment.

(c) Monitoring Requirements: Grantee is responsible for ongoing monitoring of project progress per



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Conservation Board

Department of Natural Resources

Last Update: November 29, 2017

Exhibit A. Progress shall be detailed in each invoice and in each Progress Report, as detailed above. Additional inspections or field consultations will be arranged as may be necessary.

(d) Noncompliance Resolution: Payment will be withheld if grantee is not current on all grant conditions. Flagrant disregard for grant conditions will result in a stop work order and cancellation of the Grant Agreement.



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Colorado Water  
Conservation Board

Department of Natural Resources

**Colorado Water Conservation Board**

**Detailed Budget Estimate**

**Prepared Date:** 5/1/2018  
**Name of Applicant:** Town of Ignacio  
**Name of Project:** Ignacio Irrigation Utility Improvement Project

**Engineering/Construction**

**Task 1 - Engineering and Project Administration**

	Engineering	Engineering Subcontractors	Estimated Cost	WSRF	SWCD	Ignacio
Project Initiation	\$ 1,000		\$ 1,000			\$ 1,000
Topo and Survey Work		\$ 2,200	\$ 2,200			\$ 2,200
Environmental Work		\$ 2,810	\$ 2,810			\$ 2,810
Grading Plan and Project Details	\$ 3,660		\$ 3,660			\$ 3,660
Raw Water Line Plan	\$ 2,380		\$ 2,380			\$ 2,380
Pump and Piping Plan	\$ 2,050		\$ 2,050			\$ 2,050
Bid Prep and Services	\$ 4,150		\$ 4,150			\$ 4,150
Project Administration	\$ 1,840		\$ 1,840			\$ 1,840
Construction Management	\$ 3,140		\$ 3,140			\$ 3,140
Travel and Expenses	\$ 500		\$ 500			\$ 500
<b>Engineering Total</b>			<b>\$23,730</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,730</b>

**Task 2 - Construction**

<b>Pond Improvements</b>	Unit	Quantity	Unit Cost	Total	
12-inch PVC Pipe and Trench (Pond Inlet)	LF	20	45	\$ 900	\$ 900
Reinforced Polyethelene Liner - 45 MIL	SF	6800	1.50	\$ 10,200	\$ 10,200
Demolition, Removal, and Disposal	LS	1	1500	\$ 1,500	\$ 1,500

Chainlink Fence	LF	443	7.50	\$	3,323		\$	3,323	
Gate	EA	1	387	\$	387		\$	387	
Pond Berm Fill	CY	420	6	\$	2,520		\$	2,520	
Pond Excavation	CY	570	15	\$	8,550		\$	8,550	
Relocate Pond Outlet Structure and Connect	LS	1	3000	\$	3,000		\$	3,000	
					Subtotal	\$	30,380	\$ -	\$ 30,380 \$ -
<b>Raw Water Bypass Improvements</b>									
8-inch IPS PVC Pipe and Trench	LF	1227	20	\$	24,540		\$	24,540	
8-inch Waterline Gate Valve	EA	2	1800	\$	3,600		\$	3,600	
12" X 12" X 8" Waterline Tee	EA	2	1000	\$	2,000		\$	2,000	
8" Waterline Bend	EA	7	500	\$	3,500		\$	3,500	
Sawcut and Removal (Asphalt)	LF	30	5	\$	150		\$	80	\$ 70
Demolition, Removal, and Disposal	LS	1	1500	\$	1,500		\$	1,500	
Trench Flowfill Backfill	LF	30	51	\$	1,530		\$	1,530	
					Subtotal	\$	36,820	\$ 36,750	\$ 70 \$ -
<b>Pump and Pipeline Improvements</b>									
PVC Pipe and Trench	LF	20	35	\$	700		\$	700	
Electrical Conduit and Trench	LF	100	20	\$	2,000		\$	2,000	
Electrical Service, Vault, Controls and Connection	EA	1	8000	\$	8,000		\$	8,000	
8-inch Waterline Gate Valve	EA	1	1800	\$	1,800		\$	1,800	
6-inch Gate Valve	EA	3	600	\$	1,800		\$	1,800	
6-inch Electric Pump	EA	2	5000	\$	10,000		\$	10,000	
Bypass Piping	LS	1	2000	\$	2,000		\$	2,000	
Concrete Vault	EA	1	2500	\$	2,500		\$	2,500	
Excavation, Site Prep, Removal, and Disposal	LS	1	1500	\$	1,500		\$	1,500	
					Subtotal	\$	30,300	\$ 12,000	\$ 18,300 \$ -
<b>Construction Subtotal</b>									
					\$97,500		\$48,750	\$48,750	\$0
<b>Other Costs</b>									
Contingency 10%				\$	9,750			\$	9,750
Mobilization 5%				\$	4,875			\$	4,875
Traffic Control 3%				\$	2,925			\$	2,925

Testing 1%		\$	975			\$	975	
Record Drawings 1%		\$	975			\$	975	
	Subtotal	\$	19,500		\$ -	\$ -	\$ 19,500	
	Construction Total		\$116,999		\$48,750	\$48,750	\$19,500	
TOTAL	Project Total		\$140,729		\$48,750	\$48,750	\$43,230	