



Arkansas – Trinidad River Walk Improvement Project  
Contract CORE No. POGG1 2019-2101  
CMS #

August 2, 2018

Pugatoire Watershed Partnership  
Attn: Sam Wallace and Shelly Simmons  
3590 E. Main Street  
Trinidad, CO 81082

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 \$14,300.00. This letter authorizes you to proceed with the Trinidad River Walk 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, Pugatoire Watershed Partnership, 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 Chris Sturm, Project Manager at 303-866-3441 or at [Chris.Sturm@state.co.us](mailto:Chris.Sturm@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,201900002101

**Date:** 8/2/18

**Description:**

PDAA 2500 WSRF TRINIDAD RIV WALK  
IMPROVE IN ARK RIV BASIN

**Effective Date:** 08/02/18

**Expiration Date:** 08/02/20

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**

PURGATOIRE WATER SHED PARTNERSHIP INC  
3590 E MAIN ST  
TRINIDAD, CO 81082

**Contact:** .

**Phone:** .

**EXTENDED DESCRIPTION**

| Line Item    | Commodity/Item Code                                       | UOM | QTY | Unit Cost | Total Cost  | MSDS Req.                |
|--------------|---|-----|-----|-----------|-------------|--------------------------|
| 1            | G1000   |     | 0   | 0.00      | \$14,300.00 | <input type="checkbox"/> |
| Description: | PDAA 2500 WSRF TRINIDAD RIV WALK IMPROVE IN ARK RIV BASIN |     |     |           |             |                          |

Service From: 08/02/18

Service To: 08/02/20

**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 = \$14,300.00**

## **EXHIBIT A - Scope of Work**

### **GRANTEE and FISCAL AGENT (if different)**

Purgatoire Watershed Partnership

### **PRIMARY CONTACT**

purgatoirewatershedpartnership@gmail.com

### **ADDRESS**

3590 E Main St  
Trinidad, CO 81082  
303-253-5920

### **PROJECT NAME**

Purgatoire Watershed Organizational Capacity Building

### **GRANT AMOUNT**

\$14,300 (funding is coming from Arkansas Basin Roundtable Water Supply Reserve Funds)

### **INTRODUCTION AND BACKGROUND**

In December 2016, Purgatoire Watershed Partnership (PWP) in partnership with the Arkansas Basin Roundtable (ABRT) convened a group of diverse stakeholders to determine management priorities for a 4.5 mile stretch of the Purgatoire River as it flows from Trinidad Dam and through the City of Trinidad. This stretch of the river contains important value for recreation, agricultural uses, property developers, rural economic development, and wildlife habitat. With these values in mind, PWP and ABRT invited as many stakeholders to the group meetings as possible to reflect the community of interests that rely upon the river.

This project is a multi-stakeholder, multi-purpose collaborative project to improve public experience on the Purgatoire River as it traverses through Trinidad, Colorado. The vision is for the Purgatoire River to become a signature gateway educational and recreational destination for both tourists visiting Colorado and for local residents.

Through these meetings that meet on a bi-monthly and monthly basis, the working group came up with six management priorities:

1. Minimize flood risks through river modifications
2. Restoration of riparian and aquatic habitat
3. Improved recreational opportunities
4. Education, safety, and security (headgates, jetty jacks)
5. Management of winter flow releases
6. Preservation of water rights and agricultural heritage

To achieve these six priorities, PWP seeks to create a long-term management plan for the Purgatoire River. Through funds provided by CWCB, the City of Trinidad, and other funders, PWP will hire a full-time coordinator. The coordinator's responsibility will include project

management for the Trinidad River Walk project, coordination between COCO/ARWC and the PWP Board for planning, and organization of outreach and educational events.

## **OBJECTIVES**

List the objectives of the project. Please include objectives for all aspects of the project whether funded by the CWCB or not

1. Build organizational capacity for PWP by hiring a full-time coordinator

## **TASKS**

Provide a detailed description of each task using the following format. Detailed descriptions are only required for CWCB funded tasks. Other tasks should be identified but do not require details beyond a brief description.

### **TASK 1 – Building Purgatoire Watershed Partnership Organizational Capacity**

#### Description of Task

The grant funds will be used to supplement the pay for the Purgatoire Watershed Partnership coordinator. The primary duties of the Watershed Coordinator will include the management of the Trinidad River Walk project and building of organizational capacity for PWP.

#### Method/Procedure

1. PWP coordinator will oversee a steering committee comprised of local stakeholders. The steering committee will meet on a regular basis (monthly/bi-monthly) where they will discuss ongoing project developments.
2. PWP coordinator will be the local contact for the consultants who will conduct the scientific analysis of the river.
3. PWP coordinator will identify grant opportunities and write grants to raise funds for project development.
4. PWP coordinator will work with the Arkansas River Watershed Collaborative and Purgatoire Watershed Partnership to improve organizational governance and strategy
5. PWP coordinator will organize education and outreach events as necessary to connect the local community with PWP mission and projects.

#### Deliverable

1. Effective support for the Working Group together with timely and accurate financial operations and reports under the grant.
2. Hiring of a full-time coordinator for PWP.

### 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. A separate excel formatted Budget is required for engineering costs to include rate and unit costs.

### Reporting Requirements

**Progress Reports:** The grantee 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.

**Final Report:** At completion of the project, the grantee shall provide the CWCB a Final Report on the grantee's letterhead that:

- 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.

### 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

### Performance Requirements

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 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.

### EXHIBIT B - Budget & Timeline Table

| Task | Description   | Target Start Date | Target Completion Date | Rate    |           | WSRF Arkansas Basin Roundtable - Water Supply Reserve Account Grant | In-Kind Funding* | Total              |
|------|---|-------------------|------------------------|---------|-----------|---|------------------|--------------------|
| 1    | Build Organizational Capacity for PWP by Hiring a Full-Time Coordinator | 8/2/2018          | 8/2/2020               | \$40/hr | 357.5 hrs | \$14,300.00   | \$10,700.00      | \$25,000.00        |
| 2    |   |                   |                        |         |           |   |                  |                    |
| 3    |   |                   |                        |         |           |   |                  |                    |
| 4    |   |                   |                        |         |           |   |                  |                    |
| 5    |   |                   |                        |         |           |   |                  |                    |
| 6    |   |                   |                        |         |           |   |                  |                    |
| 7    |   |                   |                        |         |           |   |                  |                    |
|      | <b>TOTALS</b>   |                   |                        |         |           |   |                  | <b>\$25,000.00</b> |

\*In-kind funding is coming from time donated by stakeholders through monthly meetings and other project coordination.

This table is a guide. Variations may be submitted. For example, if a task includes purchase of materials, a column that identifies cost per unit should be included.