



YWG – Amend#1 Implementation Plan Modeling
CTGG1 2017-520/**NEW PO# POGG1 2019-2162**

August 28, 2018

Colorado River District
Attn: Hunter Causey, P.E.
P.O. Box 1120
Glenwood Springs, CO 81602

Dear Grantee:

We are pleased to inform you that the Colorado Department of Natural Resources, Colorado Water Conservation Board (CWCB) has approved your extension request for funding pursuant to the WSRF Grant Program (“Program”) for \$47,008.00. This letter authorizes you to proceed with the Implementation Plan Modeling 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, Colorado River District, 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 Craig Godbout, Project Manager at 303-866-3441 or at Craig.Godbout@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.

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

Page 1 of 1

ORDER

*****IMPORTANT*****

Number: POGG1,PDAA,201900002162

Date: 8/28/18

Description:

PDAA 2500 YWG Implementation plan modeling
(cont.)

Effective Date: 08/27/18

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

COLO RIVER WATER CONSERVATION DIST
ENTERPRISE FUND OPERATING
PO BOX 1120
GLENWOOD SPRINGS, CO 81602-1120

Contact: .

Phone: .

EXTENDED DESCRIPTION

Original CTGG1 2017-520

Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$47,008.00	<input type="checkbox"/>

Description: PDAA 2500 YWG Implementation plan modeling (cont.)

Service From: 08/27/18

Service To: 06/30/19

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 = \$47,008.00



Last Update: January 9, 2018

Colorado Water Conservation Board	
Water Supply Reserve Fund	
<u>Exhibit A-1 - Statement of Work</u>	
Date: 8/23/2018	
Water Activity Name:	YWG BIP Modeling Phase 3
Grant Recipient:	Colorado River Water Conservation District
Funding Source:	WSRA
Water Activity Overview: (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>The goal of this activity is to build consensus, through hydrologic modeling scenarios, among various stakeholders on the projects/methods that can advance the Basin Implementation Plan. The following river segments will be addressed separately:</p> <ul style="list-style-type: none">• Yampa headwaters (Bear River and its tributaries) from the Flattops to Stagecoach Reservoir• Yampa mainstem from Stagecoach Reservoir to Elkhead Creek• Elkhead Creek below Elkhead Reservoir and the Yampa mainstem to Deerlodge• Elk River and major tributaries <p>This effort will assist the Basin Roundtable in refining the information received during prior modeling exercises with local stakeholder input and inform development a Scope of Work for an Integrated Water Management Project (IWMP), with a focus on the Yampa Basin. This effort is a logical progression from the scenario modeling and workshops previously completed for the Basin Implementation Plan Modeling Phase 3 Project. These funds will be used for contracting with Wilson Water Group and any subcontractors.</p>	
Objectives: (List the objectives of the project)	
<ul style="list-style-type: none">• Assess the willingness of local residents to be involved in developing an IWMP for their segment.• Review the priority issues identified by the IWMP committee with the stakeholders and solicit feedback. Determine which of the priority issues are most important in each segment and decide if additional issues need to be addressed in each segment.• Help identify stakeholders that will be involved in the future IWMP and outline their role. Identify sub-basin coordinators for each segment.• Find common ground between the DWR Division Office and potential IWMPs.• Provide a recommendation to the IWMP committee on the viability of performing an IWMP for each segment.• Perform an assessment gap analysis for each river segment.• Develop a Scope of Work for an IWMP for selected river segments.	



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<u>Task 1 – Stakeholder Meetings</u>
Description of Task: <p>The Community Agriculture Alliance (CAA), as a sub-contractor to WWG, will hold additional stakeholder meetings for each of the river segments. The primary goals of the stakeholder meetings are:</p> <ul style="list-style-type: none">• To assess the ripeness/energy of local residents to be involved in developing an IWMP for their segment.• Review the priority issues identified by the IWMP committee with the stakeholders and solicit feedback. Determine which of the priority issues are most important in each segment and decide if additional issues need to be addressed in each segment.• Help identify stakeholders that will be involved in the future IWMP and outline their role. Identify potential sub-basin coordinators for each segment.
Method/Procedure: <p>The grantee will hold meetings for each stream segment. Prior to these meetings, CAA will reach out to individuals and organizations in each segment that have previously expressed interest in participation or who have been identified as being important stakeholders for that segment. Stakeholders will include large land and water rights owners, local water and sanitation districts, self-supplied industrial users, and smaller municipalities that traditionally have been represented by larger entities at the BRT. A separate meeting will be held with the Division Engineer and staff.</p>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) <p>Deliverables will include the successful execution of meeting for each river segment, documentation of those meetings, and a recommendation for if/how to proceed with scope development for each segment given ripeness of local resident involvement and their priority issues.</p>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) <p>The grantee will notify the CWCB in a semiannual report that the meetings were held and documented.</p>



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<u>Task 2 – Compile Existing Assessment Data</u>
Description of Task: Wilson Water Group (WWG) will coordinate efforts with The Nature Conservancy (TNC) to compile existing assessment data/information relevant to priority issues in the segments. TNC will not be funded by this grant and are therefore not included in the budget.
Method/Procedure: This work can start prior to the Stakeholder Meetings, but will consider additional issues that might be raised during the meetings. TNC will be performing the majority of the work and will be documenting the efforts with coordination to assure they understand the relevant data that can be used or would need to be collected under the IWMP Scope of Work
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) This task will result in a catalogue of available data in each segment.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) The grantee will notify the CWCB in the semiannual report that the catalogue was produced.



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
Task 3 – Assessment Gap Analysis
Description of Task: This task will consist of identifying what information is missing in each segment that is necessary to understand and assess the priority issues.
Method/Procedure: The assessment gap analysis will consider physical, biological and ecological data, as well as information on previously proposed projects to address the priority issues.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) The assessment gap analysis will recommend appropriate methodologies for identified issues and associated budget for performing assessments.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) The Grantee will confirm to the CWCB in the semiannual report that the assessment gap analysis was performed.

Tasks



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<u>Task 4 – Segment Recommendation</u>
Description of Task: WWG will work with TNC and CAA to develop a recommendation to the IWMP committee on the viability of performing an IWMP for each segment. The IWMP subcommittee will determine whether scope development should proceed for each segment and how local stakeholders can best be involved in scope development.
Method/Procedure: The recommendation will consider the level of participation and energy expressed at the Stakeholder Meetings including identified segment-specific goals, the availability of a sub-basin coordinator, input from the Division Office, and the completeness of existing data.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) These recommendations will be provided to the IWMP subcommittee in a written memorandum and presented at an IWMP subcommittee meeting for discussion.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) The grantee will provide the CWCB the written memorandum of recommendations.

Tasks



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<u>Task 5 – Develop IWMP Scope of Work</u>
Description of Task: This task will consist of develop a Scope of Work for an IWMP. The Scope of Work will include the recommendations from the Information Gap Analysis, and input from stakeholders gathered in previous tasks.
Method/Procedure: WWG will coordinate with River Network, TNC, outreach consultants, and the sub-basin coordinators during scope development to ensure that the priority issues for each segment are properly addressed and budgeted appropriately. The Scopes of Work will be reviewed by the IWMP committee before being submitted to the full BRT for approval. The IWMP Scope of Work will include specific tasks, deliverables, budget, and schedule in a format that can be used by the IWMP committee to solicit Requests for Qualifications or Requests for Proposals from Consultants. WWG will work closely with the River Network to assure that the Scope of Work meets the requirements of the grant funding source(s). The IWMP Scope of Work will also clearly define the responsibilities of the sub-basin coordinators and their interaction with the Consultant. Separate from the Consultant Scope of Work, budget and in-kind services for the sub-basin coordinators will be estimated.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
This task will result in a written Scope of Works for each river segment unless a segment is determined to be infeasible.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
The grantee will provide the SOWs to the CWCB.

Tasks
Provide a detailed description of each task using the following format:



Last Update: January 9, 2018

Tasks
<u>Task 6 – Grant Administration</u>
Description of Task: Administration of this grant will require time by the Colorado Rivers District's Accounting and Project Management Staff.
Method/Procedure: River District Staff will coordinate efforts between the IWMP subcommittee, Basin Roundtable, and Consultants. Accounting Staff will manage the funds.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) The deliverable for this task will be the successful completion of the previous task, and all documentation to the CWCB.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) The River District will deliver semiannual reports to the CWCB.



Last Update: January 9, 2018

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 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.

Last Update: July 31, 2018



COLORADO

Colorado Water
Conservation Board

Department of Natural Resources

Colorado Water Conservation Board

Water Supply Reserve Fund

EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs

Date: 8/23/18

Water Activity Name: WG BIP Modeling Phase 3

Grantee Name: Colorado River Water Conservation District

<u>Task No.</u> ⁽¹⁾	<u>Description</u>	<u>Start Date</u> ⁽²⁾	<u>End Date</u>	<u>Matching Funds</u> (cash & in-kind) ⁽³⁾	<u>WSRF Funds</u> (Basin & Statewide combined) ⁽³⁾	<u>Total</u>
1	Stakeholder Meetings	8/2018	9/20/2018		\$28,000	\$28,000
2	Compile Existing Assessment Data	8/2018	9/15/2018		\$1,700	\$1,700
3	Assessment Gap Analysis	8/2018	9/24/2018		\$5,000	\$3,500
4	Segment Recommendation	8/2018	9/24/2018		\$3,500	\$5,000
5	Develop Scope of Work	8/2018	10/29/2018		\$7,000	\$7,000
6	CRWCD Admin fee	8/2018	6/30/2019		\$1,808	\$1,808
Total				\$0	\$47,008	\$47,008

(1) The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below) where the total WSRF Grant contribution towards that task does not exceed 15% of the total WSRF Grant amount.

(2) Start Date for funding under \$100K - 45 Days from Board Approval; Start Date for funding over \$100K - 90 Days from Board Approval.

(3) Round values up to the nearest hundred dollars.

• Additional documentation providing a Detailed/Itemized Budget may be required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.

• Reimbursement eligibility commences upon the grantee's receipt of a Notice to Proceed (NTP)

• NTP will not be accepted as a start date. Project activities may commence as soon as the grantee enters contract and receives formal signed State Agreement.

The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of the CWCB staff project manager. Once the Final Report has been accepted, the final payment has been issued, the water activity and purchase order (PO) or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to the CWCB with 90 days of the expiration of the PO or contract may be denied consideration for future funding of any type from the CWCB.

• Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution

• Standard contracting procedures dictate that the Expiration Date of the contract shall be 5 years from the Effective Date.