



Metro – Connection Feasibility Analysis  
POGG1 2019-2617

January 8, 2019

Thunderbird Water & Sanitation District  
Attn: Mr. Larry Morris, President  
P.O. Box 157  
Sedalia, CO 80135

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”) for \$15,000.00. This letter authorizes you to proceed with the Connection Feasibility Analysis 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, Thunderbird Water & Sanitation 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 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

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<b>ORDER</b>		<b>*****IMPORTANT*****</b>				
<b>Number:</b>	POGG1,PDAA,201900002617	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
<b>Date:</b>	1/8/19	<b>BILL TO</b>				
<b>Description:</b>	PDAA 2500 WSRF CONNECTION FEASIBILITY STUDY_METRO	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Effective Date:</b>	01/01/19	<b>SHIP TO</b> COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Expiration Date:</b>	05/31/19					
<b>BUYER</b>		<b>SHIPPING INSTRUCTIONS</b> <b>Delivery/Install Date:</b> - <b>FOB:</b> FOB Dest, Freight Allowed				
<b>Buyer:</b>						
<b>Email:</b>						
<b>VENDOR</b>						
THUNDERBIRD WATER & SANITATION PO BOX 157 SEDALIA, CO 80135						
<b>Contact:</b>	.					
<b>Phone:</b>	.					
<b>VENDOR INSTRUCTIONS</b>						
<b>EXTENDED DESCRIPTION</b>						
<b>Line Item</b>	<b>Commodity/Item Code</b>	<b>UOM</b>	<b>QTY</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>MSDS Req.</b>
1	G1000		0	0.00	\$15,000.00	<input type="checkbox"/>
<b>Description:</b>		PDAA 2500 WSRF CONNECTON FEASIBILITY STUDY METRO				
<b>Service From:</b>		01/01/19	<b>Service To:</b>		05/31/19	
<b>TERMS AND CONDITIONS</b>						
<a href="https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions">https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions</a>						
<b>DOCUMENT TOTAL = \$15,000.00</b>						

Last Update: January 9, 2018

<b><u>Colorado Water Conservation Board</u></b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date:</b>	<b>Sept 25, 2018</b>
<b>Water Activity Name:</b>	<b>TWSD – DWSD Connection Feasibility Analysis</b>
<b>Grant Recipient:</b>	<b>Thunderbird Water &amp; Sanitation District</b>
<b>Funding Source:</b>	<b>Basin Water Supply Reserve Fund</b>
<p><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> <p>The funding will be used for partial payment of a Feasibility Analysis to connect Dominion Water &amp; Sanitation District's (DWSD) water supply to Thunderbird Water &amp; Sanitation District's main water tank.</p> <p>TWSD is a Water Receiving Authority under the Chatfield Valley Water Supply Framework, and has been discussing a potential water-supply agreement with Dominion Water &amp; Sanitation District (DWSD). It has become apparent that the most straightforward way to effect a transfer is to connect their planned "high" tank to our "high" tank about 2 miles away by line of sight.</p> <p>TWSD wishes to have Acuity LLC perform a feasibility analysis for this connection project, which they estimate to cost \$20,000.</p>	
<p><b>Objectives:</b> (List the objectives of the project)</p> <p>Acuity LLC will gather specific site data, develop pipeline route alternatives, and design a feasibility report comparing those alternatives, including an opinion of probable cost for each potential route and connection.</p>	



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 1 - (Gather Site Data)</u></b>
Description of Task:  Gather existing site data including topography, known environmentally sensitive areas such as wetlands, WOTUS, and endangered species habitat.
Method/Procedure:  Gather existing topographic information using GIS to prepare conceptual route alternatives. A desktop survey will be performed to identify known watercourses, wetlands, endangered species habitat, historic sites, and rock outcroppings. One site visit/kickoff meeting is included in this task.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Acuity will prepare a Site Map showing showing watercourses and habitat.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
TWSD will deliver Acuity's Site Map to the CWCB.

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Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 2 - (Develop Alternative Routes)</u></b>
Description of Task:
Identify two route alternatives based on information from Site Data.
Method/Procedure:
Two or three possible pipeline routes will be identified based on the information gathered in Task 1 as well as hydraulic efficiency, land ownership (to minimize easement acquisition), and length of pipe. These alternatives will be plotted on a GIS site map along with the approximate profiles of each route. Sites for pump stations, air vacs, and power supply will be identified.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Acuity will prepare a Plan view map of two pipeline routes.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
TWSD will deliver Acuity's Pipelines Map to the CWCB.

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

Tasks
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Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 3 - (Design Feasibility Memo)</u></b>
Description of Task:
Summary of gathered information and calculations.
Method/Procedure:
One meeting with Thunderbird is included in this task to evaluate the data gathered in Tasks 1 and 2 and to discuss the pros and cons of the routes. Based on input from Thunderbird, two routes will be selected for further evaluation in the Design Memo. Conceptual calculations will be prepared to estimate pipe size and material and required horsepower for pumping. A preliminary opinion of probable construction cost will be prepared for the two selected routes. The Design Memo will include a summary of the existing conditions, construction and land acquisition costs, and operation and maintenance.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Feasibility Memorandum identifying two alternative pipe routes, approximate surface profile, pump station and air relief/vac locations, and tie-in at existing tank. Opinion of Probable Construction Cost for two pipeline routes.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
TWSD will deliver Acuity's Feasibility Memorandum to the CWCB.

**Repeat for Task 4, Task 5, Task 6, etc.**

Budget and Schedule
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### 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.



**Colorado Water Conservation Board**

**Water Supply Reserve Fund**

**DETAILED BUDGET ESTIMATE - Direct & Indirect (Administrative) Costs**

7-Dec-18

Water Activity Name: TWSD – DWSD Connection Feasibility Analysis

Grantee Name: Thunderbird Water & Sanitation District

Task No. (1)	Task Name <sup>(1)</sup>	Description	Deliverable	Start Date <sup>(2)</sup>	End Date	\$/hr	Hours	Cost	Matching Funds (cash & in-kind) <sup>(3)</sup>	WSRF Funds (Basin & Statewide combined) <sup>(3)</sup>	Total
1	Gather Site Data	Gather existing site data including topography, known environmentally sensitive areas such as wetlands, WOTUS, and endangered species habitat	Site Map showing showing watercourses, and habitat	Jan-19	Feb-19	\$185	25	\$4,625		\$4,625	\$4,625
2	Develop Alternative Routes	Identify route alternatives based on information from Site Data	Plan view map of pipeline routes	Jan-19	Feb-19	\$185	20	\$3,700		\$3,700	\$3,700
3	Design Feasibility Memo	Summary of gathered information	Design Feasibility Memorandum identifying alternative pipe routes, approximate surface profile, pump station and air relief/vac locations, and tie-in at existing tank. Opinion of Probable Construction Cost for pipeline routes.	Jan-19	Feb-19	\$185	63	\$11,655	\$5,000	\$6,655	\$11,655
4	Grant Admin.	Indirect Cost	In-Kind Service	Dec-18	May-19	\$50	10	\$500	\$500	\$0	\$500
Total:								\$20,480	\$5,500	\$15,000	\$20,500
Total WSRF Grant Amount(2)										\$15,000	
Indirect Costs as a percentage of Total WSRF Grant Amount										3.3%	

(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.

• 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

• Total WSRF Grant amount equals all Basin Account requests and all Statewide Account requests.