

March 13, 2018

Highland Meadow Estates at Castle Peak Ranch Homeowners' Assoc. Inc.
Attn: Wendy Sacks, Treasurer
P.O. Box 1085
Eagle, CO 81631

Dear Wendy:

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 \$25,000. This letter authorizes you to proceed with the POGG1 2018-757 Olesen Ditch Pipeline 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, Highland Meadow at Castle Peak Ranch Homeowners' Association Inc. 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 ext. 3222 or at 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.

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

ORDER		** IMPORTANT **				
Number: POGG1 PDAA 201800000757		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 03/06/18						
Description: PDAA 2500 WSRF Olesen Ditch Pipeline Project in the CRB		BILL TO				
Effective Date: 03/06/18 Expiration Date: 07/01/19		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION				
Email:		1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
VENDOR		SHIPPING INSTRUCTIONS				
HIGHLAND MEADOW ESTATES AT CASTLE PEAK RANCH, INC. PO BOX 1085 EAGLE, CO 81631		Delivery/Install Date: F.O.B: FOB Dest, Freight Allowed				
Contact: . Phone: .		VENDOR INSTRUCTIONS:				
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$25,000.00	<input type="checkbox"/>
Description: PDAA 2500 WSRF Olesen Ditch Pipeline Project in the CRB						
Service From: 03/06/18		Service To: 07/01/19				
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$25,000.00						



Last Update: May 19, 2017

Colorado Water Conservation Board	
Water Supply Reserve Fund	
<u>Exhibit A - Statement of Work</u>	
Date:	January 1, 2018
Water Activity Name:	Olesen Ditch Pipeline Project
Grant Recipient:	Highland Meadow Estates at Castle Peak Ranch Homeowners' Association, Inc.
Funding Source:	Colorado Basin Account
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>Olesen Ditch diverts off of Eby Creek, a tributary to the Eagle River in Eagle County, Colorado. The main Olesen Ditch headgate, used for the initial diversion from Eby Creek, is located on the southeast bank of Noecker Reservoir. The objective of this project is to improve water use efficiency and reduce water loss through the installation of a high-density polyethylene pipe to prevent erosion, water loss, and water conveyance evaporation loss. A buried pipeline will be installed to convey water from the source of Noecker Reservoir in the alignment of the Olesen Ditch to the confluence with Castle Creek Ditch</p> <p>Highland Meadow Estates at Castle Peak Ranch Homeowners' Association, Inc. is a rural subdivision located in Eagle County; 24 water owners will directly benefit from this project. There are an additional 17 owners on Castle Ditches 1 & 2 (located off the Eby Creek drainage) that will benefit indirectly as well.</p>	
Objectives: (List the objectives of the project)	
<p>Reduce water conveyance loss Lengthen irrigation season Improve forage quantity and quality Properly manage irrigation water stored in Noecker Reservoir</p>	



Last Update: May 19, 2017

Tasks
Provide a detailed description of each task using the following format:
<u>Task 1 – Project Management</u>
Description of Task: Project management includes project oversight, administration, partner coordination and selection of contractor. Castle Peak Ranch Homeowners' Association (HOA) will work in partnership with the Natural Resource Conservation Service (NRCS) to review and award bids for project construction
Method/Procedure: Final plans for ditch design from NRCS will be distributed to qualified contractors for bidding. Bids will be reviewed by the Castle Peak Ranch Homeowners Association Board and awarded to the more competitive contractor. Contractor will be approved by NRCS.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Grantee and contractor will enter into a signed agreement for completing the scope of work.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Copy of signed contract for construction work will be sent to the CWCB. Castle Peak Ranch HOA will prepare all necessary status reports and ensure project tasks are completed with approved costs and timelines. This includes completing contracts with the CWCB, project partners, and contractors; managing budgets and reimbursement requests; and completing semi-annual and final reports.



Last Update: May 19, 2017

Tasks
Provide a detailed description of each task using the following format:
<u>Task 2 - Construction</u>
Description of Task: A hired contractor will implement the designs developed by the Natural Resource Conservation Service (NRCS)
Method/Procedure: It is anticipated that construction will begin after the 2018 irrigation season is complete and take approximately three weeks. Contractor will monitor pipe prices and when it seems to be most advantageous, will order and stockpile material on site. Contractor will dig trench for the 14 inch HDPE (high-density polyethylene) pipe, weld it together, lay in the trench, and cover with the appropriate recommended soil. Progress of work will be documented by the HOA as well as the NRCS engineer.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Grantee will see measurable progress on the project with the delivery of material and daily inspections of the progress of the work once construction begins. Contractor may submit draws to Castle Peak Ranch HOA for payment upon completion of each section of the project.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
All reports will be sent to CWCB in a timely fashion until work is completed and a final status report shall be filed by the HOA.



Last Update: May 19, 2017

Budget and Schedule

Budget: This Statement of Work and Schedule shall be accompanied by a Budget that reflects the Tasks identified in the Statement of Work and Schedule and shall be submitted to CWCB in an excel format.

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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 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 withhold the last 10% of the entire water activity 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 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.

Exhibit B - BUDGET AND SCHEDULE

Grantee Name: Highland Meadow Estates at Castle Peak Ranch Homeowners' Association, Inc.

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