



**COLORADO**

**Colorado Water  
Conservation Board**

Department of Natural Resources  
1313 Sherman Street, Room 718  
Denver, CO 80203

WSRF Grant – Colorado – Diamond Ditch Piping  
Project – POGG1 2020-3079

May 4, 2020

Garfield County School District 16  
P.O. Box 68  
Parachute, CO 81635

Dear Grantee:

We are pleased to inform you that the Colorado Department of Natural Resources, Colorado Water Conservation Board (CWCB) has approved your request for funding for your project pursuant to the WSRF Grant Program (“Program”). This letter authorizes you to proceed with the approved 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, Garfield County School District 16, agree by accepting the Grant Funds.

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](mailto:Craig.Godbout@state.co.us). Please send all grant correspondence directly to the project manager and cc me on your invoice billing requests.

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.us](http://cwcb.state.co.us)

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**STATE OF COLORADO**  
Department of Natural Resources

Page 1 of 1

ORDER		*****IMPORTANT*****				
<b>Number:</b>	POGG1,PDAA,202000003079	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
<b>Date:</b>	5/1/20	<b>BILL TO</b>				
<b>Description:</b>	WSRF-Garfield Cnty School Dist 16 - Diamond Ditch Piping	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Effective Date:</b>	05/01/20	<b>SHIP TO</b>				
<b>Expiration Date:</b>	05/01/22	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>BUYER</b>		<b>SHIPPING INSTRUCTIONS</b>				
<b>Buyer:</b>		<b>Delivery/Install Date:</b> -				
<b>Email:</b>		<b>FOB:</b> FOB Dest, Freight Allowed				
<b>VENDOR</b>						
GARFIELD COUNTY SCHOOL DIST # 16 PO BOX 68 PARACHUTE, CO 81635						
<b>Contact:</b>	Rose Belden					
<b>Phone:</b>	970-285-5701					
<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	\$25,000.00	<input type="checkbox"/>
<b>Description:</b> WSRF-Garfield Cnty School Dist 16 - Diamond Ditch Piping						
<b>Service From:</b> 05/01/20			<b>Service To:</b> 05/01/22			
<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 = \$25,000.00</b>						



Last Update: January 9, 2018

<b>Colorado Water Conservation Board</b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date:</b>	April 23, 2020
<b>Water Activity Name:</b>	Diamond Ditch Piping Project
<b>Grant Recipient:</b>	Garfield County School District 16
<b>Funding Source:</b>	Water Supply Reserve Fund - Colorado Basin Roundtable Basin Account
<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>The Diamond Ditch Piping Project will replace an open-ditch delivery system sourced from Parachute Creek, a tributary to the Colorado River, with approximately 2,000 feet of 24-inch pipe. The existing open-ditch system is approximately 6,000 feet long and has been mostly piped except for the first 2,000 feet which has significant conveyance losses, estimated at 20% of diversions. These high losses through the first 2,000 feet impact the ability of the ditch users to receive the irrigation water needed particularly at the athletic fields at Grand Valley High School. Additionally, the ditch work in the first 2,000 feet will also address significant hazards to the ditch from sheer 30' earthen embanks looming above the ditch and undercutting of the ditch embankment by Parachute Creek. The Natural Resources Conservation Service (NRCS) is providing in-kind ditch piping and grading design for the project. The requested funds will only be used for construction of the pipeline and embankment grading, including material costs and contractor fees.</p> <p>1. The NRCS is providing in-kind ditch piping design for the project. The funds requested from the WSRF Basin Account funds will only be used for labor to install the pipe.</p>	
<b>Objectives:</b> (List the objectives of the project)	
<ul style="list-style-type: none"><li>• The project aims to improve the efficiency of water delivery in the Diamond Ditch by eliminating evaporation and seepage losses along the piped section of the Ditch.</li><li>• Ensure the viability of raw water irrigation from the Diamond Ditch, especially for tail users which otherwise struggle to receive enough irrigation water due to high losses. A goal of raw water irrigation is to reduce the peak summer demands on the water treatment plant, which reduces the amount of water that must be pumped and treated from the Colorado River and extends the ability of the water treatment plant by reducing the peak demand for which the plant must be designed.</li><li>• Stabilization section of ditch with threatening steep 30' high earthen embankment above the ditch by cutting into the embankment and removing soil to a gentler slope.</li><li>• Re-align a short section of the Diamond Ditch away from the existing undercutting of the ditch bench caused by Parachute Creek.</li><li>• Another objective is to work with regional partners to develop a multi-use beneficial project serving needs for domestic (homeowners), industrial (Puckett Land Company), commercial (greenhouse grow facility), and municipal users (the School District and the Town of Parachute backup irrigation supply).</li><li>• In conjunction with the recent replacement of the Diamond Ditch headgate, this project aims to reduce diversions of unconsumed water (including ditch losses and evaporation), thus providing additional flows in Parachute Creek.</li></ul>	

Last Update: January 9, 2018

- This project also aims to inspire and encourage other Western Slope communities to implement water conservation and ditch efficiencies.



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 1 – Project Management</u></b>
Description of Task: Task 1 costs are not a part of the Water Supply Reserve Fund grant request. Project Management will be provided mainly by the School District in administering contracts, overseeing construction, reviewing invoices and coordinating with funding partners. Project management services will ensure the project is on schedule and on budget and to address any impacts to the proposed plan.
Method/Procedure: <ul style="list-style-type: none"><li>• Project management services provided by School District 16 will ensure the project is on schedule and on budget and to address any impacts to the proposed plan.</li><li>• Receive construction bids</li><li>• Select contractor</li><li>• Coordinate permitting</li><li>• Coordination with NRCS designers and contractor</li><li>• Coordinate on-site reconnaissance as needed (such as survey and geotechnical investigations).</li><li>• Work with the Town of Parachute and Garfield County on all permitting and notification requirements.</li></ul>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) <ul style="list-style-type: none"><li>• Successfully completed project</li></ul>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) <ul style="list-style-type: none"><li>• 6-month project status reports as required by CWCB. The status reports will 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.</li></ul>



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 2 – Design</u></b>
Description of Task: Task 2 costs are not a part of the Water Supply Reserve Fund grant request. NRCS is providing in-kind ditch piping design for the project. The system will be designed to be gravity-fed from the Diamond Ditch headgate, mostly following the current ditch alignment. The design will include details for the reshaping and layback of the steep bank section, and the alignment for installing approximately 2,000 linear feet of pipeline (currently planned to be 24-inch diameter Irrigation Piping with three 60-inch diameter irrigation manholes).
Method/Procedure: <ul style="list-style-type: none"><li>• Project management services provided by School District 16 will ensure the project is on schedule and on budget and to address any impacts to the proposed plan.</li><li>• Develop design drawings for pipeline alignment, including the reshaping and layback of the steep bank section.</li><li>• Design shall incorporate all applicable local or state regulations for non-potable water delivery.</li><li>• Coordinate on-site reconnaissance as needed (such as survey and geotechnical investigations).</li></ul>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) <ul style="list-style-type: none"><li>• NRCS will provide a final plan set for construction, including plan and profile design drawings.</li></ul>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) <ul style="list-style-type: none"><li>• Final 100% construction ready design.</li><li>• 6-month project status reports as required by CWCB. The status reports will 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.</li></ul>



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 3 - Construction</u></b>
Description of Task:
The selected contractor will construct the pipeline per the final plans and specifications provided by the NRCS. On-site construction inspections will occur to ensure the quality and implementation of the design and permit requirements.
Method/Procedure:
<ul style="list-style-type: none"><li>• Project management services to ensure the project is on schedule and on budget and to address any impacts to the proposed plan.</li><li>• Reshape and layback steep bank section. Cut material will be spread onsite and over new pipeline.</li><li>• Install approximately 2,000 linear feet of pipeline, which is currently planned to be 24-inch diameter ADS Irrigation Piping, or as detailed in the final design.</li><li>• Install three 60-inch diameter irrigation manholes, or as detailed in the final design.</li><li>• Coordinate construction with Diamond Ditch users, and any others as needed.</li></ul>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none"><li>• Constructed pipeline as designed in Task 1.</li></ul>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none"><li>• 6-month project status reports as required by CWCB. The status reports will 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.</li><li>• A final project report summarizing the project accomplishments, which will include the following elements as required in the final deliverable to the CWCB:<ul style="list-style-type: none"><li>○ Summarizes the project and how the project was completed.</li><li>○ Describes any obstacles encountered, and how these obstacles were overcome.</li><li>○ Confirms that all matching commitments have been fulfilled.</li><li>○ Includes photographs, summaries of meetings and engineering reports/designs.</li></ul></li></ul>



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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.



Last Update: 2/19/2020



**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 : 2-19-2020**

**Water Activity Name: Diamond Ditch Piping Project**

**Grantee Name: Garfield County School District 16**

<u>Task No.</u> <sup>(1)</sup>	<u>Description</u>	<u>Start Date</u> <sup>(2)</sup>	<u>End Date</u>	<u>Matching Funds</u> (cash & in-kind) <sup>(3)</sup>	<u>WSRF Funds</u> (Basin & Statewide combined) <sup>(3)</sup>	<u>Total</u>
1	Project Management	5/1/2020	5/1/2022	\$8,000	\$0	\$8,000
2	Design	5/1/2020	5/1/2022	\$25,000	\$0	\$25,000
3	Construction	5/1/2020	5/1/2022	\$ 125,000	\$ 25,000	\$150,000
						\$0
						\$0
						\$0
<b>Total</b>				\$148,000	\$25,000	\$173,000

(1) The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below)

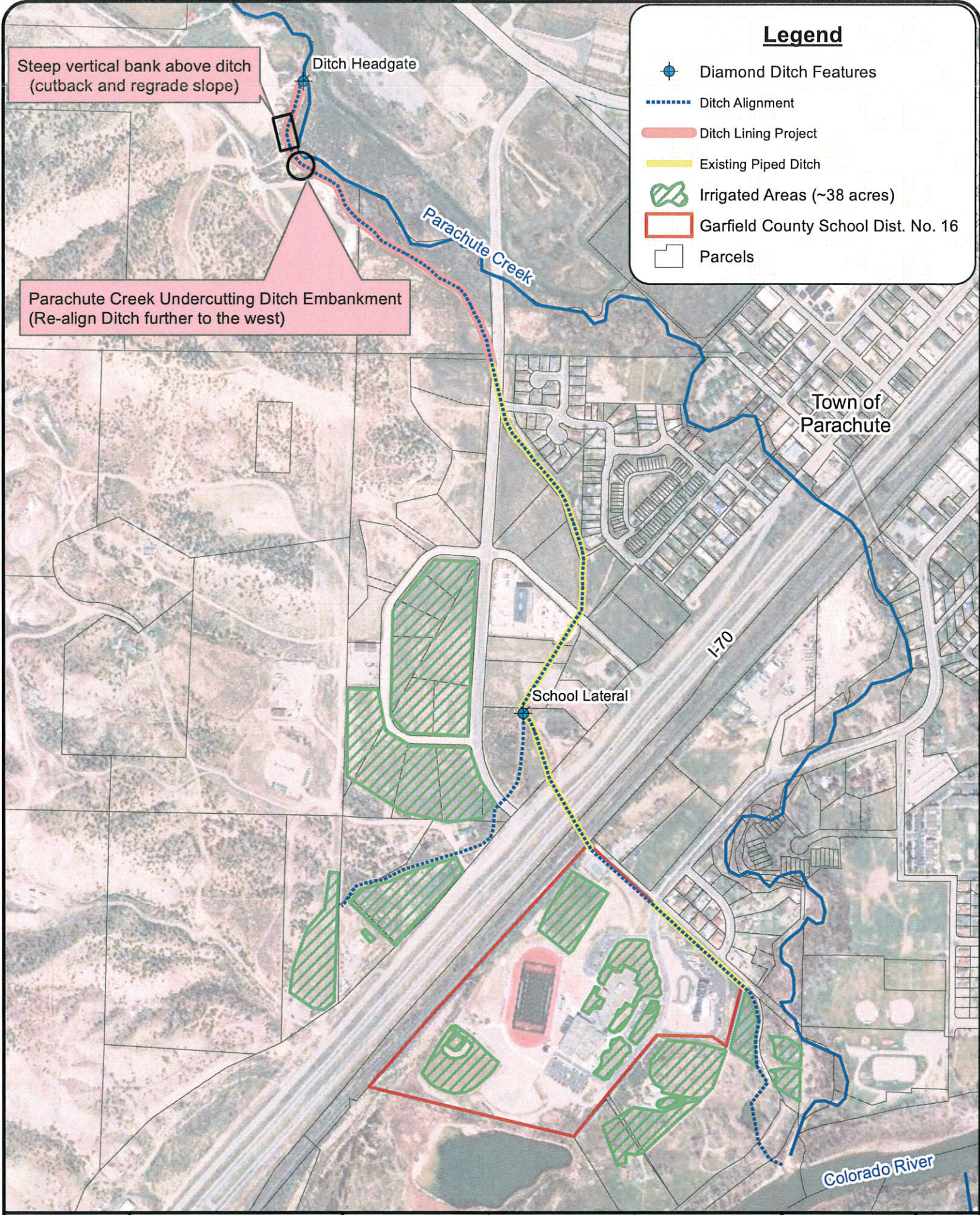
(2) Round values up to the nearest hundred dollars.

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

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

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





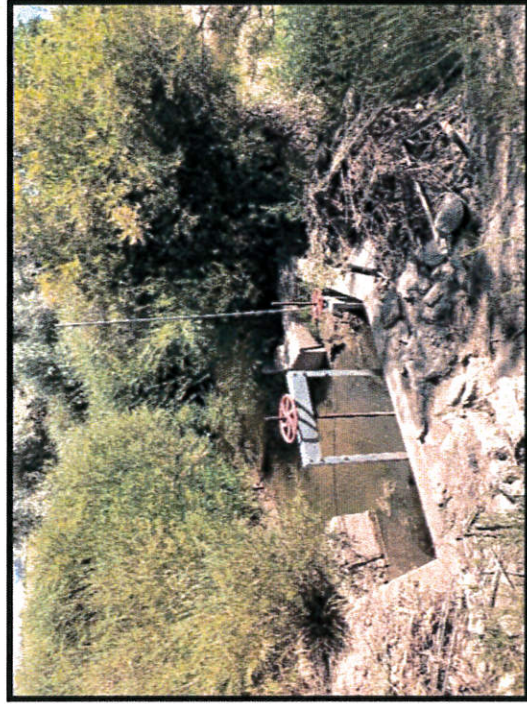
### Legend

- Diamond Ditch Features
- Ditch Alignment
- Ditch Lining Project
- Existing Piped Ditch
- Irrigated Areas (~38 acres)
- Garfield County School Dist. No. 16
- Parcels

Steep vertical bank above ditch  
(cutback and regrade slope)

Parachute Creek Undercutting Ditch Embankment  
(Re-align Ditch further to the west)





Diamond Ditch Headgate. Replaced in 2016



Diamond Ditch Headgate Bypass in foreground and Parachute Creek in background



Parachute Creek undercutting nearing Diamond Ditch embankment. Ditch to be re-aligned away from creek.



Steep bank overhanging (shown on right) Diamond Ditch alignment (located in willows shown on the left). Ditch maintenance has been deemed hazardous due to threatening sheer slope.