



COLORADO

**Colorado Water
Conservation Board**

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

WSRF Grant – Alamosa River Water Delivery
POGG1 2020-3065

May 8, 2020

Terrace Irrigation Company
P.O. Box 109
Monte Vista, CO 81144

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 agree by accepting the Grant Funds.

If you have any questions or concerns regarding the project, please contact Rachel Pittinger, Project Manager at 303-866-3441 or at Rachel.Pittinger@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 / cwcb.state.co.us

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STATE OF COLORADO
Department of Natural Resources

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ORDER		*****IMPORTANT*****				
Number:	POGG1,PDAA,202000003056	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
Date:	5/5/20	BILL TO				
Description:	WSRF CMS#160722 TERRACE IRR - ALAMOSA RIVER WTR DEL. PROJECT	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date:	06/01/20	SHIP TO				
Expiration Date:	09/01/23	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
BUYER		SHIPPING INSTRUCTIONS				
Buyer:		Delivery/Install Date: -				
Email:		FOB: FOB Dest, Freight Allowed				
VENDOR						
TERRACE IRRIGATION COMPANY INC PO BOX 109 MONTE VISTA, CO 81144-0109						
Contact:	Rodney Reinhardt					
Phone:	719-589-2128					
VENDOR INSTRUCTIONS						
EXTENDED DESCRIPTION						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$15,000.00	<input type="checkbox"/>
Description: WSRF CMS#160722 TERRACE IRR - ALAMOSA RIVER WTR DEL. PROJECT						
Service From: 06/01/20		Service To: 09/01/23				
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
2	G1000		0	0.00	\$90,000.00	<input type="checkbox"/>
Description: WSRF CMS#160722 TERRACE IRR - ALAMOSA RIVER WTR DEL. PROJECT						
Service From: 06/01/20		Service To: 09/01/23				
TERMS AND CONDITIONS						
https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions						



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Department of Natural Resources

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DOCUMENT TOTAL = \$105,000.00

Colorado Water Conservation Board	
Water Supply Reserve Fund	
<u>Exhibit A - Statement of Work</u>	
Date:	2/20/2020
Water Activity Name:	Alamosa River Water Delivery Improvement Project
Grant Recipient:	Terrace Irrigation Company, Inc.
Funding Source:	Rio Grande Basin Round Table and Statewide Water Supply Reserve Fund
<p>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> <p>This project is a collaborative effort between the Terrace Irrigation Company and the Alamosa-La Jara Water Conservancy District. The Alamosa-La Jara Water Conservancy District states that their primary services provided are to administer funds received for water quality, conservation purposes, and river maintenance and restoration. The Alamosa-La Jara Water Conservancy District covers approximately 14,800 acres; most of which is serviced by the Alamosa River. This area is mostly comprised of alfalfa, barley, oats, and other small grains and forage crops.</p> <p>The diversions along the Alamosa River are currently manually diverted with head gates that are out of date. With this project, the Alamosa River will be administered more accurately for the benefit of all stakeholders involved. The project will upgrade diversion structure controllers, recording devices, and the main canal structure. The Terrace Irrigation Company, Inc., will obtain bids on the project and administer grant funds in cooperation with the Alamosa-La Jara Water Conservancy District.</p>	
<p>Objectives: (List the objectives of the project)</p> <p>Removal and replacement of the Main Canal Structure. Replacement of head gate with automatic radial gate.</p> <p>Replacement of Creek Canal head gate and manual control with automated controller.</p> <p>Installation of satellite recording devices on 5 senior priority and/or large diversions on the river.</p>	

Tasks
Provide a detailed description of each task using the following format:
<u>Task 1 - Head Gate Replacement</u>
Description of Task: Replace current head gate structure with cement diversion structure and radial and straight gates on the Terrace Main Canal.
Method/Procedure: Local contractors will remove the old diversion structure and head gate at the Main Canal and replace the diversion structure and install new radial and straight head gates.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) Properly functioning diversions and smaller adjustments for more accurate delivery of water.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) A report and pictures showing new structure.

Tasks

Tasks
Provide a detailed description of each task using the following format:
<u>Task 2 - Automatic Controller Installation</u>
Description of Task:
Installation of automatic controllers on head gates of the Creek Canal and Main Canal.
Method/Procedure:
Local contractors will install automatic controllers on the Creek Canal and Main Canal.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Timely adjustment and reaction to water events within the Alamosa River which will improve accuracy of water delivery.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
A report and pictures showing controllers on head gates.

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

Tasks
Task 3 - <u>Purchase and Installation of Satellite Recorders</u>
Description of Task: Purchase and install five or more Sutron satellite recorders on Alamosa River Diversions. Install stilling wells where needed. Modernize head gates to compliment recorders.
Method/Procedure: Local contractors will install five satellite recorders on the upstream senior priority and/or large diversions along the Alamosa River.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) More timely data collection and better ability for superintendents to respond to water events.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) A report and pictures of satellite recorders on head gates.

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

Tasks
Task 4 - Legal
Description of Task:
Notices and communication to landowners concerning project activities on diversions that are located on their land.
Method/Procedure:
Communicate with landowners about Water Delivery Improvement Project especially where the activities concern water diversion structures that are located on their properties.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Secure access for project work while continuing partnerships and collaboration along the Alamosa River.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Record file of communication to landowners providing continuing information.

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

Tasks
<u>Task 5 - Grant Administration</u>
Description of Task: Administer grant funds according to CWCB policies and procedures and provide reporting to the CWCB, Rio Grande Basin Round Table and project sponsors including the Alamosa-La Jara Water Conservancy District.
Method/Procedure: Keep accurate records of project activities, take pictures for historical information, and process grant funds.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task) Accurate records and timely payment of expenses.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) Detailed invoices, reports and pictures showing project progress.
Budget and Schedule

Tasks
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 <u>excel format</u> . A separate <u>excel formatted</u> 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 <u>satisfactory progress reports</u> 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: <ul style="list-style-type: none">• 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 <u>entire</u> 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



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Water Supply Reserve Fund

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

Prepared Date: March 25, 2020

Name of Applicant: Terrace Irrigation Company, Inc.

Name of Water Project: Alamosa River Water Delivery Improvement Project

Project Start Date: June 1, 2020

Project End Date: September 1, 2023

<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	Head Gate Replacement	June 1, 2020	September 1, 2023	\$31,050	\$59,450	\$90,500
2	Automatic Controller Installation	June 1, 2020	September 1, 2023	\$6,600	\$15,400	\$22,000
3	Purchase and Installation of Satellite Recorders	June 1, 2020	September 1, 2023	\$16,500	\$28,500	\$45,000
4	Legal	June 1, 2020	September 1, 2023	\$200	\$300	\$500
5	Grant Administration	June 1, 2020	September 1, 2023	\$650	\$1,350	\$2,000
Total				\$55,000	\$105,000	\$160,000

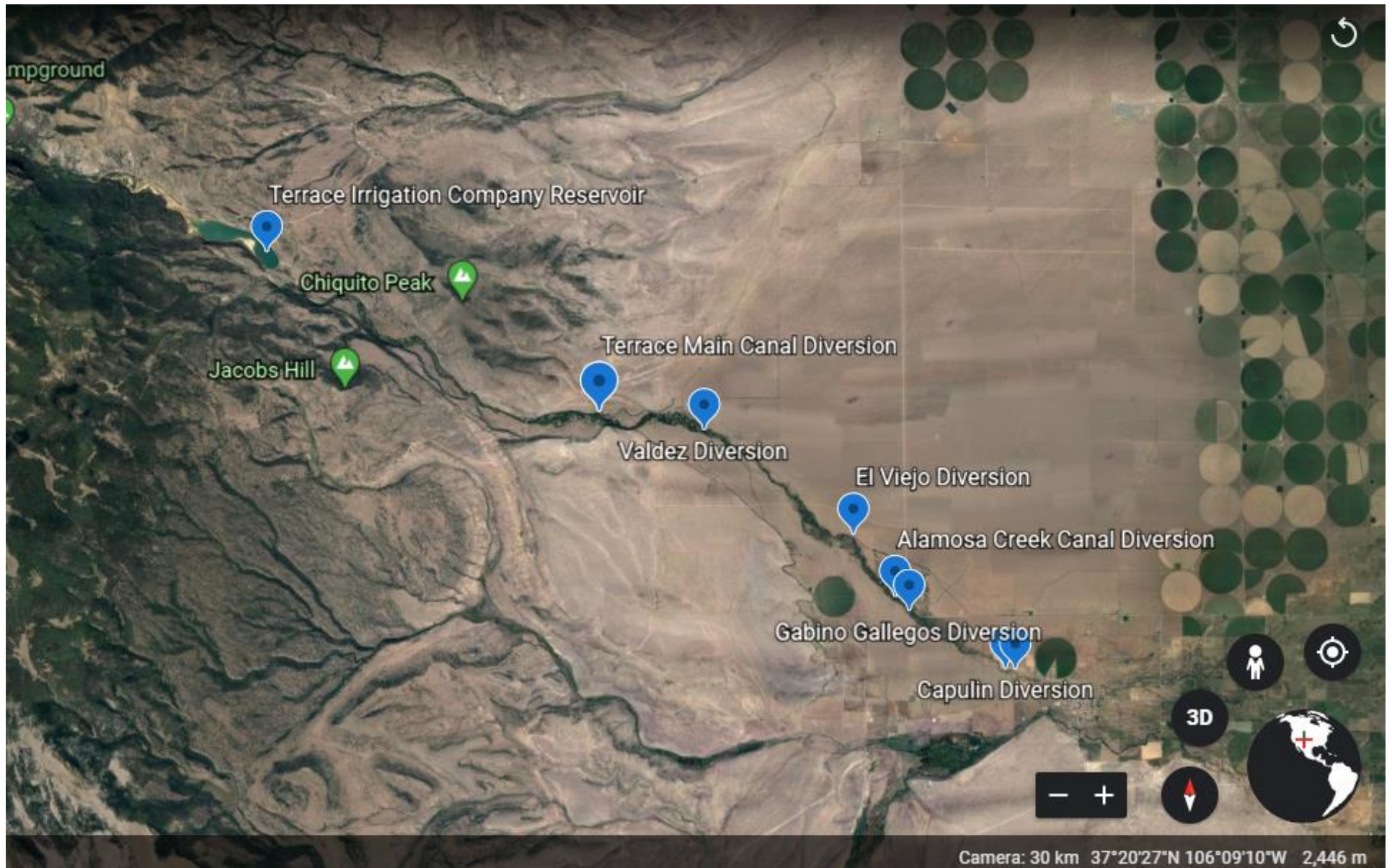
The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below) where the total WSRF Grant contribution towards that task does not exceed 15% of the total WSRF Grant amount.

Round values up to the nearest hundred dollars.

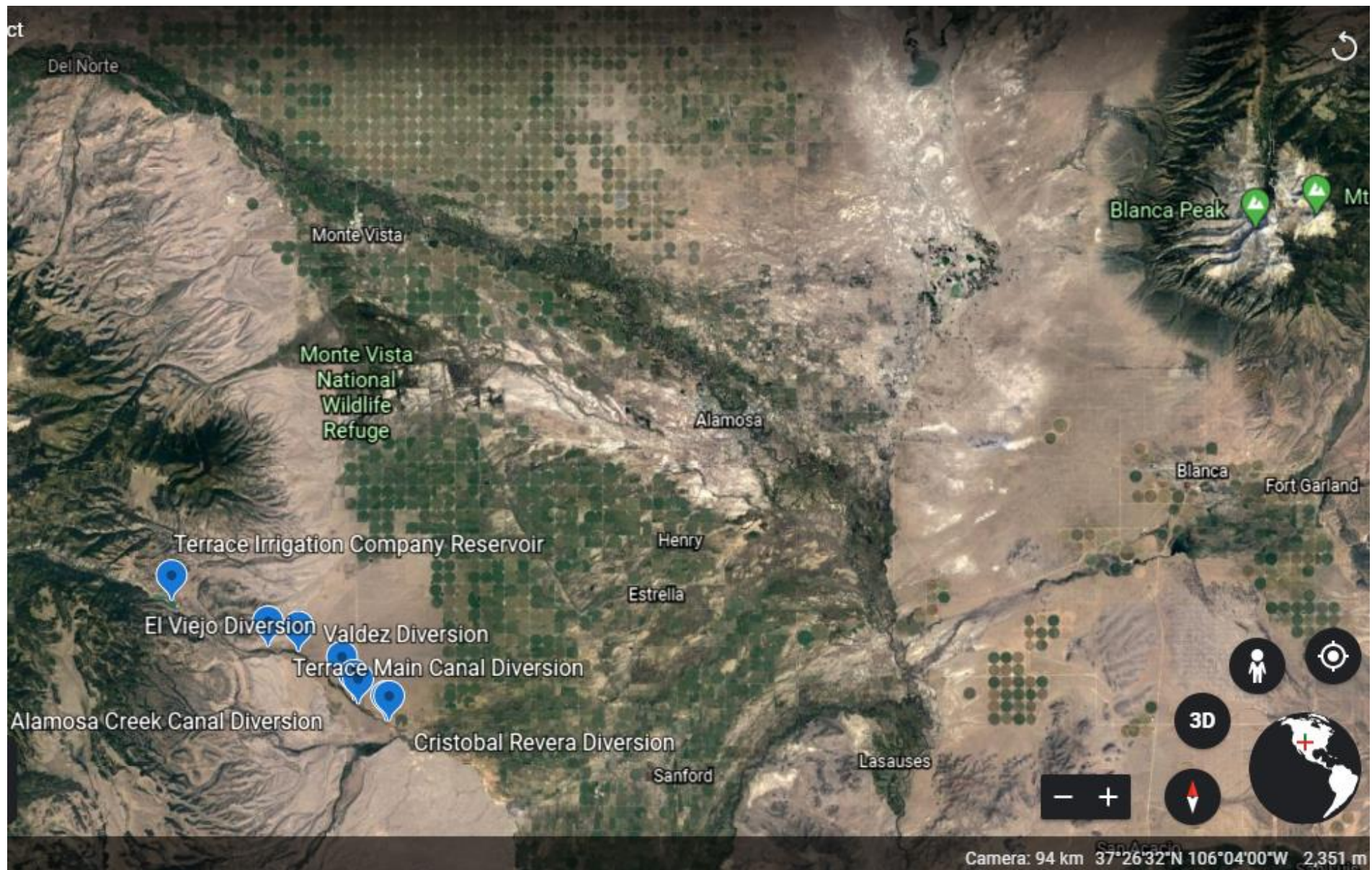
Additional documentation providing a Detailed/Itemized Budget may be required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.

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



Alamosa River Water Delivery Improvement Project Map



Alamosa River Water Delivery Improvement Project Vicinity Map