



Colorado Water Conservation Board

Exhibit A - Water Plan Grant – Statement of Work

Statement Of Work

Prepared Date:	April 6, 2023
Name of Grantee:	Thompson School District
Name of Water Project:	Cottonwood Plains Elementary School Low Water Landscaping Upgrades
Funding Source:	Engagement and Innovation

Water Project Overview:

The Grantee will use Water Plan Grant Engagement & Innovation funds to replace approximately 3,000 square feet of irrigated Kentucky Blue Grass turf at the front entrance of the school with native, low-water landscaping. The goals of this project are to reduce the outdoor water demand of the school and to provide a showcase to the community of the potential natural beauty available through native, low-water landscaping. While contractors will be needed for a majority of the site preparation, students, parents, and staff will be involved in the planting to establish a sense of ownership and hands-on learning. The design was developed through the partnership of Northern Water and Denver Botanic Gardens and promotes plant diversity, all-seasons color, and low maintenance landscaping. The Grantee intends to use this site as an example for future turf conversion projects across the District.

Project Objectives:

1. Remove unnecessary irrigated turf in front of the school to reduce water use.
2. Increase knowledge and awareness of native, low-water use landscaping in the school community through hands-on learning during the planting process.
3. Provide a demonstration garden for the school district and surrounding community to learn about the natural beauty of native, low-water landscaping.



Tasks
Task 1 – Site Preparation
Description of Task:
Grantee will prepare the site for planting. This will include: <ul style="list-style-type: none">• Removing and disposing of existing sod and irrigation systems• Preparing the soil per the Denver Botanic Garden specifications• Adding stabilized pathways with necessary curbing• Placing boulders• Installing drip irrigation
Method/Procedure:
<ol style="list-style-type: none">1. Grantee will remove and dispose of existing sod and irrigation systems.2. Grantee will prepare the soil per the Denver Botanic Garden specifications.3. Grantee will add the stabilized pathways with necessary curbing.4. Grantee will place boulders and other stone in preparation of the planting.5. Grantee will install the drip irrigation systems in preparation of the planting.
Deliverable:
Prepared site. Grantee invoice.

Tasks
Task 2 – Planting
Description of Task:
During Task 2, the Grantee will plant with the guidance of the Denver Botanic Gardens and Northern Water representatives. The design will be laid out by DBG. The students, staff, and other community members will dig holes and place in the plant starters as directed. Throughout this process, the representatives from DBG and Northern Water will use this opportunity to educate on the benefits of low water use landscaping, the importance of water conservation in Colorado, and the available resources for individuals to reduce their own water use at home.
Method/Procedure:
<ol style="list-style-type: none">1. Layout the design for guided planting.2. Plant the starters.3. Discuss the water conservation with students and staff for outreach and education.



Deliverable:

Installed plants. In-kind labor match invoice. Testimonials from some students, staff, and community members who helped.

Tasks

Task 3 – Education and Outreach

Description of Task:

The Grantee will establish an on-going effort that will provide critical impact beyond the water savings onsite by “planting the seed” to shift the status quo towards the natural beauty available from low water, native landscaping. Since this project is being completed at the front of the school, it is highly visible to the District community, the neighborhood community, and beyond and will serve as a demonstration garden that can be toured at appropriate times. Not only will community members, staff members, students, etc. have the opportunity to participate in the planting where they will “get their hands dirty” to learn about soil, water, nutrients, and more, they will also be able to identify the low water, native plant options through the plant plaques that will be placed throughout. The site will offer a variety of plants (colors, styles, heights, etc.) and will have name plaques to help visitors identify the plants of interest. The design also provides seating, which are intended to be used as outdoor classroom learning space, as well as a place for individual or small group observation of the natural world. Teachers will be able to use the space to provide students with a connection to nature, which studies have shown to be directly correlated to an increase in health, wellness, and student success. Teachers can use the space as part of their curriculum regarding natural resources, and water conservation.

Method/Procedure:

1. Strategically install name plaques for the plants throughout the site that indicate at least the plant common name. Plaque may also include Latin name, annual water needs, and beneficial uses.
2. Install sign stating information about the site such as financial and physical contributors and benefits of low water, native landscaping. This sign may also serve as an invitation to walk among the trails and check out the plant plaques during appropriate times of day based on school safety and security requirements.
3. Encourage Cottonwood Plains ES teachers to utilize the space as part of their curriculum throughout the school year.
4. Invite District community members such as Board of Education, principals, and teachers to tour the site over the years to show the progress and benefits of the site as well as opportunities for similar projects to be completed at other schools as well.

Deliverable:

Plant plaques, site signage



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.

Reporting Requirements

Progress Reports: The applicant 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.

Final Report: At completion of the project, the applicant shall provide the CWCB a Final Report on the applicant'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.

The CWCB will pay out the last 10% of the 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 purchase order or grant will be closed without any further payment.

Payment

Payment will be made based on actual expenditures and must include invoices for all work completed. 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.

Costs incurred prior to the effective date of this contract are not reimbursable. The last 10% of the entire grant will be paid out when the final deliverable has been received. All products, data and information developed as a result of this contract must be provided to as part of the project documentation.

Performance Measures

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 Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.

(b) Accountability: Per 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



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invoice. In addition, per 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.