



## Colorado Water Conservation Board

### Water Plan Grant – Statement of Work – Exhibit A

#### Statement Of Work

<b>Date:</b>	5/12/2023
<b>Name of Grantee:</b>	City of Steamboat Springs
<b>Name of Water Project:</b>	Bear River Park River Access Design
<b>Funding Source:</b>	Watershed Health & Recreation
<b>Water Project Overview:</b>	
The City of Steamboat Springs will complete the design and engineering for the Bear River Park project, which will include a trailered boat access to the Yampa River. It will provide the only access of its kind in Steamboat Springs, creating an easy entry point at a designated site that is safe, minimizes user conflicts and prioritizes the health of the river.	
<b>Project Objectives:</b>	
The project objectives for the City's Bear River Park Design & Engineering Project are: <ol style="list-style-type: none"><li>1. Complete the planning and design of the river access portion of the Bear River Park plan.</li><li>2. Provide an enjoyable and safe experience for all river users.</li><li>3. Ensure that all development and improvements are constructed in an environmentally sensitive manner, consistent with a long-term plan for the river.</li></ol>	

#### Tasks

##### Task 1 – Site Plan and Design Development

###### Description of Task:

**Sub-Task 1: Soils Testing, Survey, Hydraulic Modeling and Site Drainage**  
The consultant will conduct soils testing, survey (including channel survey) and hydraulic monitoring of the trailered river access and the remainder of the Bear River Park project.

**Sub-Task 2: Permitting, Sewer and Water Tap Fees**  
The City will complete required plans and permitting for the trailered boat access, and the remainder of the Bear River Park project including:

1. USACE Permitting, CPW Coordination, City No-Rise Certificate
2. Site Plan



3. Drainage plan including Stormwater Management Sub-Task 3: Drainage Plans Including Storm Water Management This project will include conducting a drainage plan including storm water management.
Method/Procedure:
Contracted work – Engineers, Surveyors
Deliverable:
Testing results, surveys, hydraulic model and drainage plan. Required permits and plans complete. Drainage and Stormwater Plans.

Tasks
<b>Task 2 – Site Plans and Final Design Details</b>
Description of Task:
The consultant will complete the engineered drawings for the construction of the trailered boat access including the pavement and parking.  For the remainder of the Bear River Park project it will include a site plan with specific grading details for each park amenity.
Method/Procedure:
Contracted work – engineers, park planners, surveyors
Deliverable:
Final Planning and Design Drawings.
Tasks
<b>Task 3 – Contingency</b>
Description of Task:
This is the 10% contingency for the project.
Method/Procedure:
Unforeseen Conditions
Deliverable:

Budget and Schedule
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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 CWCB 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



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conditions have been complied with on each 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.