



COLORADO

Colorado Water Conservation Board

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

February 5, 2024

PARK DITCH COMPANY INC
PO Box 455
PAGOSA SPRINGS, CO 81147

RE: Official Notice to Proceed – WSRF GRANT – POGG1 2024-3017

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 of your project pursuant to the Grant Program(s) ("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 Grantee agree by accepting the Grant Funds.

In addition, it is the Grantee's responsibility to monitor the progress of the project, submit required reports and invoices prior to the expiration of the contract.

If you have any questions regarding your grant award, contact Ben Wade, CWCB Project Manager at 303-866-3441 or at Ben.wade@state.co.us. Please send all grant correspondence directly to the project manager.

Thank you.

Best,

//s//

Doriann Vigil
Program Assistant II
O 303-866-3441
1313 Sherman Street, Rm. 719
Denver, CO 80203
Dori.vigil@state.co.us / cwcb.state.co.us





STATE OF COLORADO
Department of Natural Resources

Page 1 of 1

ORDER		*****IMPORTANT*****				
Number:	POGG1,PDAA,202400003017	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
Date:	2/2/24					
Description:	Park Ditch Parshall Flume Purchase & Installation	BILL TO				
		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date:	02/10/24					
Expiration Date:	02/10/29					
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Email:						
VENDOR		SHIPPING INSTRUCTIONS				
PARK DITCH COMPANY INC PO Box 455 PAGOSA SPRINGS, CO 81147		Delivery/Install Date: - FOB:				
Contact:	Robert Laverty					
Phone:	(970) 946-0030					
VENDOR INSTRUCTIONS						
EXTENDED DESCRIPTION						
Grant for Park Ditch Parshall Flume Purchase & Installation per attached Exhibit A Scope of Work and Exhibit B Budget".						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$10,000.00	<input type="checkbox"/>
Description: Park Ditch Parshall Flume Purchase & Installation						
Service From: 02/10/24		Service To: 02/10/29				
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$10,000.00						

**Colorado Water Conservation Board****Water Supply Reserve Fund****Exhibit A - Statement of Work**

Date:	January 4, 2024
Water Activity Name:	Park Ditch Parshall Flumes
Grant Recipient:	Park Ditch Company, Inc.
Funding Source:	WSRF Southwest 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. (PLEASE DEFINE ALL ACRONYMS).

The Grantee will install two Parshall flumes on the Park Ditch to measure and monitor the amount of water taken out of the ditch on property owned jointly by the Pagosa Area Water & Sanitation District (PAWSD) and San Juan Water Conservancy District (SJWCD). This property is the proposed site of a reservoir development project known as the San Juan Headwaters Project. The devices will enable the Grantee, PAWSD, and SJWCD to measure water used at the property consistent with the expectations of the State Engineer for managing dwindling water resources. There are no measuring devices installed at the property. The tenant rancher of the Headwaters project property takes water from the ditch without real-time measure.

Objectives: (List the objectives of the project. (PLEASE DEFINE ACRONYMS).

Measure and monitor water use on the San Juan Headwaters project property to facilitate managing water in the ditch below the second Parshall flume to avoid damage to the ditch and to ensure downstream shareholders are receiving allocated water.

Tasks**Task 1 - Construction**

Description of Task:

The Grantee will:

- Acquire two Parshall flumes from a qualified manufacturer.
- Install the Parshall flumes. Installation activities will include site preparation and setting the flumes as well as assistance of a water engineer to confirm flumes are properly set.

Method/Procedure:

The Grantee will research pricing for Parshall flumes and availability of supply. The Grantee will order Parshall flumes made to specifications as determined appropriate for the locations.

Heavy equipment supplied by the Grantee will be used for site preparation and installation. Labor will be contributed by the Grantee shareholders will help to prepare the site and set the flumes.

Grantee Deliverable: (Describe the deliverable the grantee expects from this task)



Tasks

Galvanized Parshall flumes manufactured to size specifications provided by Park Ditch and delivered to Park Ditch. Parshall flumes installed and operating properly.

CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

A final report will include documentation of the installation of the Parshall flumes (write-up and photos) and will include copies of purchase documentation including order, invoice, and bill of sale/receipt. Copies of transportation/mileage charges and receipts with reimbursement requests.

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.



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

Performance Requirements

(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.



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: 1/4/2024

Water Activity Name: Park Ditch Parshall Flumes

Grantee Name: Park Ditch Company

<u>Task No.</u>	<u>Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Matching Funds</u>	<u>WSRF Funds</u>	<u>Total</u>
1	Construction	2/10/2024	2/10/2029	\$6,921.50	\$9,900.00	\$16,821.50
Total				\$6,921.50	\$9,900.00	\$16,821.50

**Colorado Water Conservation Board****Water Supply Reserve Fund****Exhibit A - Statement of Work**

Date:	January 4, 2024
Water Activity Name:	Park Ditch Parshall Flumes
Grant Recipient:	Park Ditch Company, Inc.
Funding Source:	WSRF Southwest 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. (PLEASE DEFINE ALL ACRONYMS)).

The Grantee will install two Parshall flumes on the Park Ditch to measure and monitor the amount of water taken out of the ditch on property owned jointly by the Pagosa Area Water & Sanitation District (PAWSD) and San Juan Water Conservancy District (SJWCD). This property is the proposed site of a reservoir development project known as the San Juan Headwaters Project. The devices will enable the Grantee, PAWSD, and SJWCD to measure water used at the property consistent with the expectations of the State Engineer for managing dwindling water resources. There are no measuring devices installed at the property. The tenant rancher of the Headwaters project property takes water from the ditch without real-time measure.

Objectives: (List the objectives of the project. (PLEASE DEFINE ACRONYMS)).

Measure and monitor water use on the San Juan Headwaters project property to facilitate managing water in the ditch below the second Parshall flume to avoid damage to the ditch and to ensure downstream shareholders are receiving allocated water.

Tasks**Task 1 - Construction**

Description of Task:

The Grantee will:

- Acquire two Parshall flumes from a qualified manufacturer.
- Install the Parshall flumes. Installation activities will include site preparation and setting the flumes as well as assistance of a water engineer to confirm flumes are properly set.

Method/Procedure:

The Grantee will research pricing for Parshall flumes and availability of supply. The Grantee will order Parshall flumes made to specifications as determined appropriate for the locations.

Heavy equipment supplied by the Grantee will be used for site preparation and installation. Labor will be contributed by the Grantee shareholders will help to prepare the site and set the flumes.

Grantee Deliverable: (Describe the deliverable the grantee expects from this task)



Tasks

Galvanized Parshall flumes manufactured to size specifications provided by Park Ditch and delivered to Park Ditch. Parshall flumes installed and operating properly.

CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

A final report will include documentation of the installation of the Parshall flumes (write-up and photos) and will include copies of purchase documentation including order, invoice, and bill of sale/receipt. Copies of transportation/mileage charges and receipts with reimbursement requests.

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.



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

Performance Requirements

(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.



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: 1/4/2024

Water Activity Name: Park Ditch Parshall Flumes

Grantee Name: Park Ditch Company

<u>Task No.</u>	<u>Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Matching Funds</u>	<u>WSRF Funds</u>	<u>Total</u>
1	Construction	2/10/2024	2/10/2029	\$6,921.50	\$9,900.00	\$16,821.50
Total				\$6,921.50	\$9,900.00	\$16,821.50