



**COLORADO**

**Colorado Water  
Conservation Board**

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

June 13, 2023

BEAVER PARK WATER INC  
209 Broadway  
PENROSE, CO 81240

RE: Official Notice to Proceed - WSRF GRANT - Upper Canal Automated Diversion  
Headgate Project

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 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.

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](mailto:Ben.Wade@state.co.us). Please send all grant correspondence directly to the project manager.

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,202300003954	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
<b>Date:</b>	6/13/23	<b>BILL TO</b>				
<b>Description:</b>	WSRF - Upper Canal Automated Diversion Headgate Project	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Effective Date:</b>	06/13/23					
<b>Expiration Date:</b>	06/13/28					
<b>BUYER</b>		<b>SHIP TO</b>				
<b>Buyer:</b>		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Email:</b>						
<b>VENDOR</b>		<b>SHIPPING INSTRUCTIONS</b>				
BEAVER PARK WATER INC 209 Broadway PENROSE, CO 81240		Delivery/Install Date: - FOB:				
<b>Contact:</b>	Dawn Daniels					
<b>Phone:</b>	7193723664					
<b>VENDOR INSTRUCTIONS</b>						
<b>EXTENDED DESCRIPTION</b>						
Grant for Upper Canal Automated Diversion Headgate Project per attached Exhibit A Scope of Work and Exhibit B Budget".						
<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	\$6,130.00	<input type="checkbox"/>
Description: WSRF - Upper Canal Automated Diversion Headgate Project						
Service From: 06/13/23		Service To: 06/13/28				
<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>
2	G1000		0	0.00	\$45,970.00	<input type="checkbox"/>
Description: WSRF - Upper Canal Automated Diversion Headgate Project						
Service From: 06/13/23		Service To: 06/13/28				
<b>TERMS AND CONDITIONS</b>						
<a href="https://www.colorado.gov/osc/purchase-order-terms-conditions">https://www.colorado.gov/osc/purchase-order-terms-conditions</a>						
<b>DOCUMENT TOTAL = \$52,100.00</b>						

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

<b>Date:</b>	<b>5-10-2023</b>
<b>Water Activity Name:</b>	<b>Upper Canal Automated Diversion Headgate Replacement</b>
<b>Grant Recipient:</b>	<b>Beaver Park Water Inc.</b>
<b>Funding Source:</b>	<b>WSRF Arkansas Basin &amp; Statewide Account</b>

**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 be removing the existing manually operated steel headgate on the diversion structure of the Beaver Park Upper Canal on Beaver Creek and replacing this aged headgate with a new Rubicon automated and remotely controlled headgate. The project is located in Fremont County.

The Grantee will purchase a new Rubicon automated headgate, remove the existing headgate, demolish concrete on the existing diversion structure, dewater the work location, construct and place a temporary work platform, rent as needed of machinery to hoist the existing headgate from the diversion structure and to place the new headgate.

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

The objectives of the project are to install a new automated and remotely controllable diversion headgate on the Beaver Park Upper Canal diversion structure from Beaver Creek.

The expected benefits related to the proposed project are:

- To maximize use efficiency of Beaver Park water supplies through this infrastructure modernization.
- Remote and automated control over this diversion structure will reduce required staff time and cost to operate the diversion structure. Significant staff time is currently used to travel to the diversion site and adjust the stream diversion rate. These activities often occur multiple times per day during the irrigation season.
- Remote and automated control over this diversion structure will also provide for more timely ditch diversion rate changes which will result in quicker response times to administrative instructions from state water administrative officials.
- Remote and automated control over these diversion structures will maximize Beaver Park's water supplies by reducing the volumes of stream flow that unnecessarily pass this diversion structure due to a lack of timely diversion adjustments.
- One of the principal motivations for this infrastructure improvement is to increase staff safety. Currently staff descend a steep unimproved road and then must ford Beaver Creek by vehicle to access the diversion site. This route is dangerous in both wet conditions and/or high



streamflow conditions. Remote control of this headgate would eliminate the need to travel this route during dangerous periods.

- The infrastructure improvement will also have benefits internal to the ditch system by providing for a more stable and constant stream diversion rate by utilizing the control features of the proposed new headgates. A more stable ditch diversion rate allows for maximum efficiency and greater equitable distribution of water to the Grantee's shareholders.

### Tasks

Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)

#### **Task 1 – Site Preparation**

Description of Task:

Prepare the headgate project site for removal of the existing manually operated headgate and installation of the new automated headgate.

Method/Procedure:

This task will consist of draining the stream impoundment created by the existing diversion dam. This task will consist of opening the drain valve on the diversion dam for this purpose. Additional stream water needing to be removed or bypassed will have to be pumped or by-passed during the headgate removal and installation process. A temporary work platform will also need to be constructed for a safe and dry workstation.

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

The project site will be drained, a work platform constructed and placed in location and readied for existing headgate removal and installation of the new automated headgate.

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

Progress reports with text and photographs confirming the completion of this project task.

### Tasks

Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)

#### **Task 2 - Remove Existing Headgate & Concrete Removal**

Description of Task:



Tasks
Remove the existing manually operated headgate. Remove some existing concrete from the existing diversion structure which would otherwise interfere with the installation of the new headgate.
Method/Procedure:
Remove the existing manually operated headgate by unbolting or cutting this headgate frame from the existing concrete diversion structure.  Remove some existing concrete which would otherwise interfere with the installation of the new automated headgate. Remove this concrete by either sawing or hammering.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
The existing headgate will be removed, and the interfering concrete will also be removed.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Progress reports with text and photographs confirming the completion of this project task.

Tasks
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<b><u>Task 3 - Purchase/Install/Commission New Water Control Gates</u></b>
Description of Task:
Purchase/Install/Commission the new automated headgate.
Method/Procedure:
Obtain Rubicon (vendor) quoted new automatic headgate for the Beaver Park Upper Canal.  Rubicon will install and commission the new automated headgate with Beaver Park oversight.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Have new Rubicon automatic headgate for the Beaver Park Upper Canal installed and properly operating.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Progress reports with text and photographs confirming the completion of this project task.



Tasks
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<b><u>Task 4 – Security Fencing</u></b>
Description of Task:
Security fencing will be installed by a contractor around the new Local Control Pedestal for the new automated headgate to prevent illicit control or vandalism.
Method/Procedure:
A third-party contractor will install appropriate chain link type security fencing around the local control pedestal on top of the existing diversion structure. The Grantee will provide project management by contracting and scheduling a third-party contractor for this task.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
New security fencing will be installed on site sufficient to protect the local control mechanism for the new automated headgate.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Final report with text and photographs confirming the completion of this project.

Tasks
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<b><u>Task 5 – Construction Management</u></b>
Description of Task:
The Grantee will provide management of any required third-party contractor work.
Method/Procedure:
The Grantee will provide for construction management by scheduling and contracting with third party contractors for the removal of the existing headgate, removal of existing concrete crown molding from diversion structure to allow for installation of new automated headgate, installation of new security fencing and for installation by Rubicon of the new automated headgate.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)

**Tasks**

New automated Rubicon headgate will be successfully installed complete with security fencing and will be fully operable as per design.

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

Final report with text and photographs confirming the completion of this project.

**Tasks**

Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)

**Task 6 – Grant Administration**

Description of Task:

The Grantee will supply in-kind administration of this grant.

Method/Procedure:

The Grantee will provide grant administration including project task scheduling, fiscal accounting, invoicing, and project progress reporting.

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

Proposed project will be successfully completed with fully operable automatic headgate. The Grantee will provide appropriate invoicing and accounting to CWCB.

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

Final report with text and photographs confirming the completion of this project.

**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



### Reporting Requirements

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.





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## Colorado Water Conservation Board

### Water Supply Reserve Fund (WSRF)

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

Date: 5/10/2023

Water Activity Name: Upper Canal Automated Diversion Headgate Replacement

Grantee Name: Beaver Park Water Inc.

<u>Task No.</u> <sup>(1)</sup>	<u>Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Matching Funds</u> (cash & in-kind) <sup>(2)</sup>	<u>WSRF Funds</u>	<u>Total</u>
1	Site Preparation	6/13/2023	6/13/2028	\$600.00	\$4,400.00	\$5,000.00
2	Remove existing headgate	6/13/2023	6/13/2028	\$900.00	\$6,600.00	\$7,500.00
3	Purchase/Install New Headgate	6/13/2023	6/13/2028	\$5,400.00	\$39,600.00	\$45,000.00
4	Security Fencing	6/13/2023	6/13/2028	\$300.00	\$1,500.00	\$1,800.00
5	Construction Management	6/13/2023	6/13/2028	\$1,500.00	\$0.00	\$1,500.00
6	Grant Administration	6/13/2023	6/13/2028	\$500.00	\$0.00	\$500.00
Total				\$9,200.00	\$52,100.00	\$61,300.00