



COLORADO

Colorado Water Conservation Board

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

November 14, 2024

PURGATOIRE RIVER WTR CONSRVNCY DIST
3590 E MAIN ST # 3
TRINIDAD, CO 81082

RE: Official Notice to Proceed – WSRF GRANT – POGG1 2025-666

Dear Grantee:

We are pleased to inform you that the Colorado Department of Natural Resources, Colorado Water Conservation Board (CWCB) has approved your project pursuant to the WSRF Grant Program(s) (“Program”).

Please monitor the progress of your project, submit required reports and invoices prior to the expiration date. If an additional extension is needed, please allow **90 days** advance notice to the CWCB Project Manager.

Please send all grant correspondence directly to Joshua Godwin, CWCB Program Manager at 303-866-3441 or at Joshua.Godwin@state.co.us.

Thank you.

Best,

//s//

Doriann Vigil
Program Assistant II
[O 303-866-3441](tel: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,202500000666	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
Date:	11/13/24	BILL TO				
Description:	WSRF- Chilili Ditch Company - Diversion Instructure Replacem	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date:	11/13/24	SHIP TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Expiration Date:	11/13/29					
BUYER		SHIPPING INSTRUCTIONS				
Buyer:		Delivery/Install Date:				
Email:		FOB:				
VENDOR						
PURGATOIRE RIVER WTR CONSRVNCY DIST 3590 E MAIN ST # 3 TRINIDAD, CO 81082						
Contact:	Connie Mantelli					
Phone:	7198467285					
VENDOR INSTRUCTIONS						
EXTENDED DESCRIPTION						
Grant for Chilili Ditch Company - Diversion Instructure Replacement 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			0	0.00	\$23,400.00	<input type="checkbox"/>
Description: WSRF - Chilili Ditch Company - Diversion Instructure Replac						
Service From: 11/13/24			Service To: 11/13/29			
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$23,400.00						

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

Date:	October 15, 2024
Water Activity Name:	PRWCD - Chilili Ditch Company – Diversion Infrastructure Replacement – Design Phase
Grant Recipient:	Purgatoire River Water Conservancy District
Funding Source:	WSRF Arkansas Basin & Statewide 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)).

WSRF funds will be used to help the Grantee produce an engineering design for a new diversion infrastructure for the Chilili Ditch. The new design will include a new diversion structure, a new waste or sluice gate and a new automatic headgate. The design will also include elements to allow for fish and boater passage to complement other work being conducted on the Purgatoire River within the Grantees service area boundaries.

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

The objective of this project is to produce an engineering design for a new diversion structure, waste or sluice gate and automatic headgate for the Chilili Ditch. This is the design phase of this overall project. The new design will:

- Detail a new diversion structure to direct water into the Chilili Ditch from the Purgatoire River.
- Include a waste or sluice gate designed to be able of passing river sediment downstream without this sediment entering the ditch.
- Incorporate placement of a new automatic headgate which will allow for the maintenance of constant ditch diversion rates as against changing river flows and for remote control operations.
- Incorporate elements to allow for fish passage and for the passage of recreational boaters. Historically, the Chilili Ditch has had to divert more water than it desired to deliver to its measuring flume the actual amount of water it desired. This operation has reduced or even dried up a 2/3rd of a mile river reach at times, especially during low flow periods. Under the new diversion infrastructure design this practice is anticipated to no longer be necessary thus producing biologically improved river conditions.

Tasks**Task 1 – Topographic Survey**

Description of Task:

The Grantee will conduct a topographic survey.

Method/Procedure:

The Grantee will hire a surveyor to produce a topographic survey of the immediate project design area. This survey will provide information for determination of required excavations, future structure location, necessary extent of the diversion structure and sizing of the other elements of the design.

Grantee Deliverable:

A topographic survey of the immediate project area.

CWCB Deliverable:

**Tasks**

A copy of the topographic survey of the immediate project area.

Tasks**Task 2 – Geotechnical Investigations**

Description of Task:

The Grantee will conduct certain geotechnical investigations.

Method/Procedure:

The Grantee will hire a contractor to perform for geotechnical investigations consisting of boring into the existing riverbed, ditch diversion area and nearby riverbank areas to determine the nature of the underlying geologic materials. This information will likewise be utilized to determine an appropriate design for this Water Activity.

Grantee Deliverable:

A geotechnical report from the design engineer based upon the work of the geotechnical sub-contractor.

CWCB Deliverable:

A copy of the geotechnical report from the design engineer based upon the geotechnical work of the sub-contractor.

Tasks**Task 3 – Preliminary Design**

Description of Task:

The Grantee will produce a preliminary design.

Method/Procedure:

The Grantee will produce a preliminary diversion infrastructure design based upon the new topographic survey, the geotechnical investigations and from operational project objective requirements provided by the Grantee and the project partners. This preliminary design will be reviewed by both the Grantee and the project partners to confirm their agreement and to provide any required revisions.

Grantee Deliverable:

A preliminary project design.

CWCB Deliverable:

A copy of the preliminary project design.

Tasks**Task 4 – Final Design**

Description of Task:

The Grantee will produce a final project design.

Method/Procedure:

**Tasks**

The Grantee will produce a final design for the project. This final design is anticipated to be based upon the preliminary design with any review changes as provided by the Grantee, an engineer, and the project partners to ensure that the final design for provide for an eventual constructed project which will operate as required by the state water administrative officials, the Grantee & project partners.

Grantee Deliverable:

A signed final project design from the design engineer.

CWCB Deliverable:

A copy of the signed final project design from the design engineer.

Tasks**Task 5 – Construction Documents**

Description of Task:

The Grantee will produce professional construction documents.

Method/Procedure:

The Grantee will produce final construction documents which can be provided to a construction contractor for the eventual construction of the final design.

Grantee Deliverable:

Final construction documents produced by the design engineer.

CWCB Deliverable:

A copy of the final construction documents produced by the design engineer.

Tasks**Task 6 – Grant Administration**

Description of Task:

The Grantee will provide grant administration for the project.

Method/Procedure:

The Grantee will coordinate, communicate and confirm all necessary activities of the project with the design engineer, the sub-contractors and the ditch company to insure successful completion. The Grantee will maintain all proper accounting and invoicing of costs and payments to the design engineer, to sub-contractors as required and to the CWCB and will provide appropriate cost invoices to the CWCB for payment, and will provide the required 6 month updates of the project to CWCB.

Grantee Deliverable:

Proper coordination and communication between all Water Activity entities. Proper accounting, invoicing and payment of all Water Activity involved funds. Proper and timely periodic Water Activity project updates to the CWCB.

CWCB Deliverable:



Tasks

Receipt of proper Water Activity related accounting and invoicing. Proper and timely periodic Water Activity project updates.

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.

(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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Water Supply Reserve Fund

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

Date: 10/15/2024

Water Activity Name: Chilili Ditch Company - Diversion Instructure Replacement

Grantee Name: Purgatoire River Water Conservancy District

<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	Topographic Survey	11/13/2024	11/13/2029	\$1,741	\$5,222	\$6,963
2	Geotechnical Investigations	11/13/2024	11/13/2029	\$2,982	\$8,947	\$11,929
3	Preliminary Design	11/13/2024	11/13/2029	\$1,332	\$3,997	\$5,329
4	Final Design	11/13/2024	11/13/2029	\$814	\$2,442	\$3,256
5	Construction Documents	11/13/2024	11/13/2029	\$657	\$1,972	\$2,629
6	Grant Administration (PRWCD)	11/13/2024	11/13/2029	\$274	\$820	\$1,094
Total				\$7,800	\$23,400	\$31,200