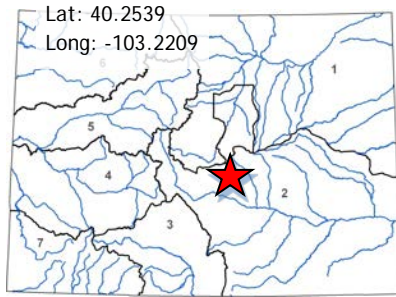


**Water Plan Grant Application**



L O C A T I O N	
County/Countries:	El Paso
Drainage Basin:	Arkansas

D E T A I L S	
Total Project Cost:	\$140,000
Water Plan Grant Request:	\$70,000
Recommended Amount:	\$70,000
Other CWCB Funding:	\$0
Other Funding Amount:	\$0
Applicant Match:	\$70,000
Project Type(s):	Other
Project Category(Categories):	Conservation and Land Use
Measurable Result:	10-14 af/yr

The purpose of this project is to create a program to help Colorado Springs Utilities commercial water customers implement landscape irrigation efficiency improvements.

Springs Utilities' conservation specialists have performed 250 irrigation audits since 2015. Many commercial properties have significant efficiency opportunities but do not implement changes because of two barriers: cost and irrigation expertise. This program will reduce those barriers by 1) paying for efficiency upgrades and 2) managing the irrigation upgrades through an irrigation consultant and irrigation contractor.

Colorado Springs Utilities water customers will apply for program assistance. If accepted, Springs Utilities conservation specialists will manage an irrigation consultant to perform audits, prioritize upgrades and create scopes of work for efficiency upgrades for the customer's property. A pre-qualified irrigation contractor will then perform the irrigation efficiency upgrades. CWCB grant funds and Colorado Springs Utilities budget will pay for the irrigation consultant and irrigation upgrades.

Upgrades may include:

- Changing to high-efficiency nozzles and pressure-regulating sprinkler bodies with check valves.
- Fixing mainline and lateral line leaks
- Addressing inefficient design/layout problems
- Irrigation scheduling
- Owner/landscape maintenance contractor training

Creating this program will allow Colorado Springs Utilities to partner with its customers and landscape professionals to accomplish greater irrigation efficiency savings. This program supports the Colorado Water Plan's goal of helping water providers implement water conservation best practices at high customer participation levels. Irrigation efficiency improvements are a proven water conservation best practice that seek to maintain quality of



life while reducing water waste. Furthermore, this program will increase customer participation in irrigation efficiency improvements.

By improving irrigation efficiency and reducing waste, this program will support the Arkansas Basin's goal of meeting the municipal supply gap in each county in the Basin.

This program also creates a new incentive for conservation, which meets one of the goals for the Inter-basin Compact Committee's Potential Future Actions. This program also meets the goal of Maintaining Local Control, which recognizes the importance of local control and flexibility, while encouraging high levels of conservation and adoption of innovative practices.

Furthermore, this program supports the Colorado Springs Utilities Integrated Water Resource Plan goal of achieving 11,000-13,000 AF of savings through conservation by 2070.

Last Updated: July 2019

**Colorado Water Conservation Board**

---

**Water Plan Grant Application**

**Instructions**

To receive funding for a Water Plan Grant, applicant must demonstrate how the project, activity, or process (collectively referred to as “project”) funded by the CWCB will help meet the measurable objectives and critical actions in the Water Plan. Grant guidelines are available on the CWCB website.

If you have questions, please contact CWCB at (303) 866-3441 or email the following staff to assist you with applications in the following areas:

Water Storage Projects Conservation, Land Use Planning Engagement & Innovation Activities Agricultural Projects Environmental & Recreation Projects	Anna.Mauss@state.co.us Kevin.Reidy@state.co.us Ben.Wade@state.co.us Alexander.Funk@state.co.us Chris.Sturm@state.co.us
--	--

**FINAL SUBMISSION:** Submit all application materials in one email to [waterplan.grants@state.co.us](mailto:waterplan.grants@state.co.us) in the original file formats [Application (word); Statement of Work (word); Budget/Schedule (excel)]. Please do not combine documents. In the subject line, please include the funding category and name of the project.

Water Project Summary	
Name of Applicant	Colorado Springs Utilities, an Enterprise of The City of Colorado Springs a Colorado home rule city and municipal corporation
Name of Water Project	Irrigation Efficiency Improvement Program
CWP Grant Request Amount	\$ 70,000.00
Other Funding Sources <u>Colorado Springs Utilities Budget</u>	\$ 50,000.00
Other Funding Sources <u>Colorado Springs Utilities In- Kind Contribution</u>	\$ 20,000.00
Other Funding Sources _____	\$
Applicant Funding Contribution	\$
<b>Total Project Cost</b>	<b>\$ 140,000.00</b>



Last Updated: July 2019

<b>Applicant &amp; Grantee Information</b>	
Name of Grantee(s)	Colorado Springs Utilities, an Enterprise of The City of Colorado Springs a Colorado home rule city and municipal corporation
Mailing Address	2855 Mesa Road, Colorado Springs, CO 80904
FEIN	DUN# 127711760 and TIN # 84-6000574
Organization Contact	Catherine Moravec
Position/Title	Senior Water Conservation Specialist
Email	cmoravec@csu.org
Phone	(719) 668-4559
Grant Management Contact	Catherine Moravec
Position/Title	Senior Water Conservation Specialist
Email	cmoravec@csu.org
Phone	(719) 668-4559
Name of Applicant	NA
Mailing Address	
Position/Title	
Email	
Phone	
<b>Description of Grantee/Applicant</b>	
Provide a brief description of the grantee's organization (100 words or less).	
Colorado Springs Utilities (Utilities) is an Enterprise Fund of the City of Colorado Springs, Colorado ("City") that provides electric, streetlight, natural gas, water and wastewater services to customers in the Pikes Peak region. The organization operates an electric generation, transmission and distribution system; a streetlight system; a natural gas distribution system; a water collection, treatment and distribution system; and a wastewater collection and treatment system. Utilities' service area includes the City, Manitou Springs and a portion of the suburban residential areas surrounding the City.	



Last Updated: July 2019

Type of Eligible Entity (check one)	
	<b>Public (Government):</b> Municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.
	<b>Public (Districts):</b> Authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises.
	<b>Private Incorporated:</b> Mutual ditch companies, homeowners associations, corporations.
	<b>Private Individuals, Partnerships, and Sole Proprietors:</b> Private parties may be eligible for funding.
	<b>Non-governmental organizations (NGO):</b> Organization that is not part of the government and is non-profit in nature.
X	<b>Covered Entity:</b> As defined in <a href="#">Section 37-60-126 Colorado Revised Statutes</a> .

Type of Water Project (check all that apply)	
	Study
	Construction
	Identified Projects and Processes (IPP)
X	Other

Category of Water Project (check the primary category that applies and include relevant tasks)	
	Water Storage - Projects that facilitate the development of additional storage, artificial aquifer recharge, and dredging existing reservoirs to restore the reservoirs' full decreed capacity and Multi-beneficial projects and those projects identified in basin implementation plans to address the water supply and demand gap.. <i>Applicable Exhibit A Task(s):</i>
X	Conservation and Land Use Planning - Activities and projects that implement long-term strategies for conservation, land use, and drought planning. <i>Applicable Exhibit A Task(s):</i>
	Engagement & Innovation - Activities and projects that support water education, outreach, and innovation efforts. Please fill out the Supplemental Application on the website. <i>Applicable Exhibit A Task(s):</i>
	Agricultural - Projects that provide technical assistance and improve agricultural efficiency. <i>Applicable Exhibit A Task(s):</i>
	Environmental & Recreation - Projects that promote watershed health, environmental health, and recreation. <i>Applicable Exhibit A Task(s):</i>
	Other      Explain:

Last Updated: July 2019

<b>Location of Water Project</b>	
Please provide the general county and coordinates of the proposed project below in <b>decimal degrees</b> . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	El Paso
Latitude	+38.846127
Longitude	-104.800644

<b>Water Project Overview</b>
<p>Please provide a summary of the proposed water project (200 words or less). Include a description of the project and what the CWP Grant funding will be used for specifically (e.g., studies, permitting process, construction). Provide a description of the water supply source to be utilized or the water body affected by the project, where applicable. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, and area of habitat improvements, where applicable. If this project addresses multiple purposes or spans multiple basins, please explain.</p> <p>The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, Other Funding Sources/Amounts and Schedule.</p>
<p>The purpose of this project is to create a program to help Colorado Springs Utilities commercial water customers implement landscape irrigation efficiency improvements.</p> <p>Springs Utilities' conservation specialists have performed 250 irrigation audits since 2015. Many commercial properties have significant efficiency opportunities but do not implement changes because of two barriers: cost and irrigation expertise. This program will reduce those barriers by 1) paying for efficiency upgrades and 2) managing the irrigation upgrades through an irrigation consultant and irrigation contractor.</p> <p>Colorado Springs Utilities water customers will apply for program assistance. If accepted, Springs Utilities conservation specialists will manage an irrigation consultant to perform audits, prioritize upgrades and create scopes of work for efficiency upgrades for the customer's property. A pre-qualified irrigation contractor will then perform the irrigation efficiency upgrades. CWCB grant funds and Colorado Springs Utilities budget will pay for the irrigation consultant and irrigation upgrades.</p> <p>Upgrades may include:</p> <ul style="list-style-type: none"> <li>• Changing to high-efficiency nozzles and pressure-regulating sprinkler bodies with check valves.</li> <li>• Fixing mainline and lateral line leaks</li> <li>• Addressing inefficient design/layout problems</li> <li>• Irrigation scheduling</li> <li>• Owner/landscape maintenance contractor training</li> </ul> <p>Creating this program will allow Colorado Springs Utilities to partner with its customers and landscape professionals to accomplish greater irrigation efficiency savings.</p>

Last Updated: July 2019

--

<b>Measurable Results</b>
---------------------------

To catalog measurable results achieved with the CWP Grant funds, please provide any of the following values as applicable:

	New Storage Created (acre-feet)
	New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive
	Existing Storage Preserved or Enhanced (acre-feet)
	Length of Stream Restored or Protected (linear feet)
Approx. 10-14 AF/year	Efficiency Savings (indicate acre-feet/year OR dollars/year)
	Area of Restored or Preserved Habitat (acres)
	Quantity of Water Shared through Alternative Transfer Mechanisms
	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning
	Number of Coloradans Impacted by Engagement Activity
	Other    Explain:

<b>Water Project Justification</b>
------------------------------------

Provide a description of how this water project supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the applicable Roundtable [Basin Implementation Plan](#) and [Education Action Plan](#). The Applicant is required to reference specific needs, goals, themes, or Identified Projects and Processes (IPPs), including citations (e.g. document, chapters, sections, or page numbers).

The proposed water project shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan Framework for State of Colorado Support for a Water Project (CWP, Section 9.4, pp. 9-43 to 9-44;)

This program supports the Colorado Water Plan's goal of helping water providers implement water conservation best practices at high customer participation levels. Irrigation efficiency improvements are a proven water conservation best practice that seek to maintain quality of life while reducing water waste. Furthermore, this program will increase customer participation in irrigation efficiency improvements.

By improving irrigation efficiency and reducing waste, this program will support the Arkansas Basin's goal of meeting the municipal supply gap in each county in the Basin.

This program also creates a new incentive for conservation, which meets one of the goals for the Inter-basin Compact Committee's Potential Future Actions. This program also meets the goal of Maintaining Local Control, which recognizes the importance of local control and flexibility, while encouraging high levels of conservation and adoption of innovative practices.

Furthermore, this program supports the Colorado Springs Utilities Integrated Water Resource Plan goal of achieving 11,000-13,000 AF of savings through conservation by 2070.

Last Updated: July 2019

**Related Studies**

Please provide a list of any related studies, including if the water project is complementary to or assists in the implementation of other CWCB programs.

**Previous CWCB Grants, Loans or Other Funding**

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order; 6) Percentage of other CWCB funding for your overall project.

**Colorado Springs Utilities**

**Colorado Springs Utilities**

1. Colorado Springs Utilities
2. 2014 The Species Grant CWCB \$500,000
3. N/A
4. N/A
5. CWCB Contract No. C154224
6. 0

**Colorado Springs Utilities**

7. Colorado Springs Utilities
8. 2016 The North to North NRCS CWCB Grant \$945,000
9. N/A
10. N/A
11. CWCB Contract No. CTGG12016-22
12. 0%

**Colorado Springs Utilities**

13. Colorado Springs Utilities
14. 2018 Homestake Arkansas River Diversion (ARD) Improvements Project Grant \$500,000
15. Arkansas Basin
16. N/A
17. CWCB Contract No. CTGG1 2018-1623
18. 0%

**Colorado Springs Utilities**

19. Colorado Springs Utilities





Last Updated: July 2019

20. 2018 Homestake Arkansas River Diversion (ARD) Improvements Project Grant \$200,000
21. Arkansas Basin
22. N/A
23. CWCB Contract No. CTGG1 2018-1624
24. 0%

**Colorado Springs Utilities**

25. Colorado Springs Utilities
26. 2018 The Water Plan Grant Homebuyer Landscape Outreach \$50,000
27. Arkansas Basin
28. N/A
29. CWCB POGGI PDAA 201800000732
30. 0%

**Colorado Springs Utilities**

31. Colorado Springs Utilities
32. 2018 IPCP Tamarisk Removal Drake Power Plant and Pikes Peak Greenway Grant \$35,000
33. N/A
34. N/A
35. CWCB POGGI PDAA 201800000795
36. 0%

**Colorado Springs Utilities**

1. Colorado Springs Utilities
2. 20189 Direct Potable Reuse DPR \$350,000
3. N/A
4. N/A
5. CWCB POGGI PDAA Contract Pending
6. 0%

**Taxpayer Bill of Rights**

The Taxpayer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect your application.

NONE



Last Updated: July 2019

Submittal Checklist	
X	I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> .
Exhibit A	
X	Statement of Work <sup>(1)</sup>
X	Budget & Schedule <sup>(1)</sup>
NA	Engineer's statement of probable cost (projects over \$100,000)
NA	Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(1)</sup>
Exhibit C	
NA	Map (if applicable) <sup>(1)</sup>
NA	Photos/Drawings/Reports
NA	Letters of Support (Optional)
X	Certificate of Insurance (General, Auto, & Workers' Comp.) <sup>(2)</sup>
NA	Certificate of Good Standing with Colorado Secretary of State <sup>(2)</sup> <b>As an enterprise of the City of Colorado Springs, Colorado Springs Utilities is not required to have a Certificate of Good Standing. Colorado Springs Utilities does have a registered trademark with the Secretary of State</b> <a href="http://www.sos.state.co.us/biz/ViewImage.do?fileId=20131004044&amp;masterFileId=19981004747">http://www.sos.state.co.us/biz/ViewImage.do?fileId=20131004044&amp;masterFileId=19981004747</a>
X	W-9 <sup>(2)</sup>
NA	Independent Contractor Form <sup>(2)</sup> (If applicant is individual, not company/organization)
Engagement & Innovation Grant Applicants ONLY	
NA	Engagement & Innovation Supplemental Application <sup>(1)</sup>

(1) Required with application.

(2) Required for contracting. While optional at the time of this application, submission can expedite contracting upon CWCB Board approval.

Last Updated: July 2019

<b>Colorado Water Conservation Board</b>
<b>Water Plan Grant - Exhibit A</b>

<b>Statement Of Work</b>
--------------------------

<b>Date:</b>	<b>January 28, 2020</b>
<b>Name of Grantee:</b>	Colorado Springs Utilities, an Enterprise of The City of Colorado Springs a Colorado home rule city and municipal corporation
<b>Name of Water Project:</b>	<b>Irrigation Efficiency Improvement Program</b>
<b>Funding Source:</b>	<b>Colorado Springs Utilities Water Conservation</b>

**Water Project Overview:**

The purpose of this project is to create a program to help Colorado Springs Utilities commercial water customers implement landscape irrigation efficiency improvements.

This program will reduce two major barriers to efficiency upgrades by 1) paying for efficiency improvements and 2) managing the irrigation upgrades through an irrigation consultant and irrigation contractor.

We intend to use the requested grant funds for 50% of the cost of the work performed by the irrigation consultant and irrigation contractor, with the other 50% paid for by Colorado Springs Utilities.

Colorado Springs Utilities commercial water customers will apply for program assistance. Applicants will be prioritized by water savings potential relative to the cost of efficiency upgrades and financial need.

Colorado Springs Utilities conservation specialists will manage an irrigation consultant to perform audits, prioritize upgrades and create scopes of work for efficiency upgrades for specific properties. A pre-qualified irrigation contractor will then perform the irrigation efficiency upgrades.

Upgrades may include:

- Changing to high-efficiency nozzles and pressure-regulating sprinkler bodies with check valves.
- Fixing mainline and lateral line leaks
- Addressing inefficient design/layout problems
- Irrigation scheduling
- Owner/landscape maintenance contractor training

Creating this program will allow Colorado Springs Utilities to partner with its customers and landscape professionals to accomplish greater irrigation efficiency savings.

Last Updated: July 2019

<p><b>Project Objectives:</b></p> <p>The objective of this project is to implement irrigation efficiency improvements identified by irrigation audits. To make a significant impact, we plan to:</p> <ul style="list-style-type: none"> <li>• Assist at least ten commercial properties.</li> <li>• Improve irrigation efficiency by 25% or more.</li> <li>• Achieve at least 1 AF/year of permanent savings for each \$7,000.00 of program expenditure.</li> <li>• Prioritize commercial customers with large savings potential, financial need and capacity to maintain improvements.</li> <li>• Consider the cost of the efficiency improvements compared to the savings potential, then select the highest value projects to maximize the program's impact.</li> </ul>
--

Tasks
<p><b>Task 1 – Recruit Participants and Perform Irrigation Evaluations</b></p>
<p>Description of Task:</p> <ul style="list-style-type: none"> <li>• Recruit participants.</li> <li>• A Colorado Springs Utilities Conservation Specialist will create a water use history report for each commercial water customer to identify savings potential.</li> <li>• An irrigation management consultant will perform an irrigation evaluation of each commercial property to identify irrigation efficiency improvements.</li> </ul>
<p>Method/Procedure:</p> <ul style="list-style-type: none"> <li>• We seek to assist commercial properties, like HOA's and small business complexes constructed before 1990, that have less financial ability to invest in irrigation efficiency upgrades but the capacity to maintain improvements. To recruit these participants, Colorado Springs Utilities staff will: <ul style="list-style-type: none"> <li>○ Identify high-use commercial irrigation customers that have not received significant irrigation efficiency assistance from Colorado Springs Utilities.</li> <li>○ Target market the audit program to a middle-income subset of this list. We will segment the high-use list by geographical locations for age of construction and average household income.</li> <li>○ Invite potential program participants identified by the audit program to apply for upgrade assistance. All commercial water customers will be eligible to apply.</li> <li>○ Select applicants based on water-saving potential, financial need and commitment to maintain the investment.</li> </ul> </li> <li>• The water use history report will be created using our existing method for our irrigation audit program. We will estimate the landscaped area using aerial photography/GIS and compare actual monthly water use from Colorado Springs Utilities' water consumption measurements to the estimated landscape water requirement for the past eight years.</li> </ul>

Last Updated: July 2019

Tasks
<p>We will determine if the irrigation scheduling is responding to precipitation events and estimate savings potential. We will communicate any issues to be investigated on-site to the irrigation consultant.</p> <ul style="list-style-type: none"> <li>The irrigation consultant will perform an on-site irrigation system evaluation that meets our current irrigation audit program's requirements. They will perform a visual inspection of the landscape types and locations, irrigation system while operating, and estimate the system's efficiency. They will identify opportunities to upgrade the system's components and improve its management. They will be required to use the Irrigation Association's landscape irrigation audit procedures, when appropriate. Based on the site and irrigation system's conditions, they will prioritize efficiency upgrades. Their findings and recommendations will be included in a report to Colorado Springs Utilities and the water customer.</li> </ul>
<p>Deliverable:</p> <p>Colorado Springs Utilities staff currently assist around 30 commercial properties through our existing irrigation audit program. The irrigation consultant will audit an additional 10-15 properties. This would create a pool of 40-45 potential properties that would be eligible to apply for the efficiency improvement program each year. Program participants will be selected from the applicant pool.</p> <p>For each property evaluated, the water customer and Colorado Springs Utilities will receive an initial report that summarizes:</p> <ul style="list-style-type: none"> <li>The eight-year monthly irrigation water use history and comparison to actual landscape water need</li> <li>A description of the existing vegetation types and the condition of the irrigation system</li> <li>A prioritized list of efficiency upgrades and management improvements and their savings potential</li> </ul>

Tasks
<p><b>Task 2 – Create Irrigation Efficiency Scopes of Work</b></p>
<p>Description of Task:</p> <p>For the selected program participants, the irrigation consultant will create a scope of work for irrigation efficiency upgrades and management improvements. The scope of work will be provided to several irrigation contractors pre-qualified by Colorado Springs Utilities to provide their cost of performing the work.</p>

Last Updated: July 2019

<b>Tasks</b>	
<b>Method/Procedure:</b>	The Colorado Springs Utilities program manager will pre-qualify landscape/irrigation contractors who have the professional expertise to perform irrigation efficiency upgrades. All pre-qualified irrigation contractors will have at least one or more Irrigation Association (IA) Certified Irrigation Technicians (CIT) available to perform the work. The irrigation consultant will use a Colorado Springs Utilities-approved scope of work template to create a site-specific scope of work based on the irrigation evaluation findings.
<b>Deliverable:</b>	A detailed scope of work provided to irrigation contractors to provide a price and schedule to perform the irrigation improvements. A contractor with the best combination of price, expertise to perform the specified upgrades, and ability to meet the project schedule will be selected by the Colorado Springs Utilities program manager.
<b>Task 3 – Implement Irrigation Upgrades</b>	
<b>Description of Task:</b>	The irrigation contractor will perform the irrigation upgrades according to the scope of work.
<b>Method/Procedure:</b>	<p>The irrigation contractor will use the products and procedures identified in the scope of work to implement the irrigation efficiency upgrades. This may include,</p> <ul style="list-style-type: none"> <li>• Changing to high-efficiency nozzles and pressure-regulating sprinkler bodies with check valves.</li> <li>• Fixing mainline and lateral line leaks</li> <li>• Addressing inefficient design/layout problems</li> <li>• Changing irrigation scheduling</li> <li>• Participate in owner/landscape maintenance contractor training</li> </ul>
<b>Deliverable:</b>	The landscape contractor will complete the efficiency upgrades scope of work and notify Colorado Springs Utilities and the irrigation consultant when it is complete.
<b>Task 4 – Educate Owners and Landscape Contractors</b>	
<b>Description of Task:</b>	<p><b>Short-term education:</b> The irrigation consultant will train the owner and landscape contractor to operate and maintain the upgraded irrigation equipment as well as how to access their water consumption data through the online portal.</p> <p><b>Long-term:</b> Colorado Springs Utilities will provide supporting education to support participants.</p>

Last Updated: July 2019

Method/Procedure:
<p>The irrigation consultant will meet with the property owner and landscape contractor onsite to review the system upgrades and management changes. They will teach the owner and contractor how to operate the upgraded system and review recommended scheduling changes. They will involve the landscape contractor performing the upgrades, if needed. The consultant will also teach the owner how to access consumption data through our online portal and explain access for the contractor, if requested.</p> <p>Colorado Springs Utilities staff will provide the owner and contractor with a comparison of pre-project water consumption, post-project actual water consumption and estimated landscape need. All consumption measurements will be weather-normalized. This will be provided monthly for May-October irrigation use for two irrigation seasons after the project is completed. Colorado Springs Utilities staff will provide participants with irrigation BMPs and resources through semi-annual email communication.</p>
Deliverable:
<p>Consultant training session with owner/landscape contractor.</p> <p>Monthly water use report to owner/landscape contractor, semi-annual email communication.</p>

<b>Task 5 – Perform a Post-Project Inspection and Track Post-Project Water Consumption</b>
Description of Task:
<p>The irrigation consultant will perform a post-project inspection to determine if the scope of work has been met by the landscape contractor. The irrigation consultant will also estimate the efficiency improvements gained by the work.</p> <p>Colorado Springs Utilities staff will track post-project water consumption to determine actual water savings. This information will be used to measure the success of the program’s stated objectives and to identify which investments resulted in the highest water savings for future programs.</p>
Method/Procedure:
<p>The irrigation consultant will perform a site-inspection and compare the scope of work requirements to the actual conditions of the irrigation system. The consultant will use the same methods used during the initial inspection to determine the post-project irrigation efficiency.</p> <p>Colorado Springs Utilities staff will track monthly post-project water consumption for 30 months after the completion of each project. This time frame will allow us to record water use by customer for two full irrigation seasons after the year of the projects’ completion. This approach will give us a better understanding of which investments led to permanent water savings.</p>



Last Updated: July 2019

Deliverable:

The irrigation consultant will provide a final report to Colorado Springs Utilities and the water customer that describes the irrigation efficiency improvements made. It will also include an estimate of the efficiency improvement and any maintenance considerations for the water customer. The consultant will also identify any remaining irrigation efficiency improvements that could be paid for by the water customer to further improve their outdoor water efficiency.

Colorado Springs Utilities staff will compare monthly pre-project water consumption, estimated and actual post-project water consumption for each participant as well as a combined total of all participants.

The consumption data will be used, along with the project costs and activities, in the following deliverables:

- A monthly report to each participant to help them track and manage their irrigation water use.
- Internal tracking reports for Colorado Springs Utilities water savings goals and program development.
- The six-month progress and final program reports to CWCB to determine if the program's objectives were met.
- A program summary and impact report to share results with other water providers.

### 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.

### 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.



Last Updated: July 2019

### 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 in hard copy and electronic format 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 Water Plan 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 Water Plan 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 Water Plan 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.



**COLORADO**  
 Colorado Water  
 Conservation Board  
 Department of Natural Resources

**Colorado Water Conservation Board**  
**Water Plan Grant - Exhibit B**  
**Budget and Schedule**

**Prepared Date: January 28, 2020**

**Name of Applicant: Colorado Springs Utilities**

**Name of Water Project: Irrigation Efficiency Improvements Program**

**Project Start Date: June 15, 2020**

**Project End Date: June 15, 2025**

Task No.	Task Description	Task Start Date	Task End Date	Grant Funding Request	Match Funding	Total
1	Recruit participants and perform irrigation evaluations	6/15/2020	8/30/2021	\$6,000	\$13,500	\$19,500
2	Create scopes of work for selected program participants	6/15/2020	9/15/2021	\$2,000	\$4,800	\$6,800
3	Install efficiency upgrades	8/1/2020	10/30/2021	\$54,500	\$34,700	\$89,200
4	Educate owners and landscape maintenance contractors	8/1/2020	12/31/2022	\$2,500	\$7,500	\$10,000
5	Perform post-project inspections, track water consumption, project reporting	9/1/2020	6/15/2025	\$5,000	\$9,500	\$14,500
						\$0
						\$0
<b>Total</b>				\$70,000	\$70,000	\$140,000



**Colorado Water Conservation Board**  
**Water Plan Grant - Detailed Budget Estimate**  
**Fair and Reasonable Estimate**

Prepared Date: 1/28/2020  
 Name of Applicant: Colorado Springs Utilities  
 Name of Water Project: Irrigation Efficiency Improvements Program

	Water Conservation Staff Estimated Hours				Contracted Services			Other	TOTAL COST (staff + contracted + direct costs)	Funding Source		
	Water Conservation Program Manager	Water Conservation- Irrigation Specialist	Water Conservation- Administrative Specialist	Subtotal - staff cost	Irrigation Consultant	Irrigation Contractor	Subtotal- Contracted Services			CWCB Funds	Matching Funds (secure)	Matching - In- Kind Service
Hourly rates	\$ 50	\$ 35	\$ 25		\$ 100	lump sums						
<b>Task 1 - Recruit Participants and Perform Irrigation Evaluations</b>												
Create program guidelines, application and marketing materials	50			\$ 2,500			\$ -	\$ 2,500	\$ -	\$ -	\$ 2,500	
Target market program and recruit applicants	30			\$ 1,500			\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	
Create water use history reports		60	8	\$ 2,300			\$ -	\$ 2,300	\$ -	\$ -	\$ 2,300	
Perform at least 15 irrigation audits				\$ -	90		\$ 9,000	\$ 9,000	\$ 4,500	\$ 4,500	\$ -	
Prepare audit reports				\$ -	30		\$ 3,000	\$ 3,000	\$ 1,500	\$ 1,500	\$ -	
Select participants for upgrade assistance	20			\$ 1,000			\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	
CWC progress report	4			\$ 200			\$ -	\$ 200	\$ -	\$ -	\$ 200	
<b>Task 1 subtotals</b>				<b>\$ 7,500</b>			<b>\$ 12,000</b>	<b>\$ 19,500</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 7,500</b>	
<b>Task 2 - Create Scopes of Work for Selected Participants</b>												
Create scope of work template for Irrigation Consultant	8			\$ 400			\$ -	\$ 400	\$ -	\$ -	\$ 400	
Pre-qualify Irrigation Contractors through Spring Utilities Procurement	33			\$ 1,650			\$ -	\$ 1,650	\$ -	\$ -	\$ 1,650	
Create site-specific scopes of work for irrigation efficiency upgrades				\$ -	40		\$ 4,000	\$ 4,000	\$ 2,000	\$ 2,000	\$ -	
Select Irrigation Contractors for each participant	15			\$ 750			\$ -	\$ 750	\$ -	\$ -	\$ 750	
<b>Task 2 subtotals</b>				<b>\$ 2,800</b>			<b>\$ 4,000</b>	<b>\$ 6,800</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,800</b>	
<b>Task 3 - Install Efficiency Upgrades</b>												
Install irrigation efficiency upgrades for program participants				\$ -		80,000	\$ 89,000	\$ 89,000	\$ -	\$ -	\$ -	
CWC progress report	4			\$ 200			\$ -	\$ 200	\$ 54,500	\$ 34,500	\$ 200	
<b>Task 3 subtotals</b>				<b>\$ 200</b>			<b>\$ 89,000</b>	<b>\$ 89,200</b>	<b>\$ 54,500</b>	<b>\$ 34,500</b>	<b>\$ 200</b>	
<b>Task 4 - Educate Owners and Landscape Maintenance Contractors</b>												
Train property owners, managers and contractors on new equipment				\$ -	40		\$ 4,000	\$ 4,000	\$ 2,000	\$ 2,000	\$ -	
Teach owners, managers, contractors to use web portal to access consumption data				\$ -	10		\$ 1,000	\$ 1,000	\$ 500	\$ 500	\$ -	
Create monthly water report template and privacy procedures	20			\$ 1,000			\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	
Provide monthly water consumption data to program participants		70	34	\$ 3,300			\$ -	\$ 3,300	\$ -	\$ -	\$ 3,300	
Provide semi-annual irrigation management BMPs to program participants		20		\$ 700			\$ -	\$ 700	\$ -	\$ -	\$ 700	
<b>Task 4 subtotals</b>				<b>\$ 5,000</b>			<b>\$ 5,000</b>	<b>\$ 10,000</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 5,000</b>	
<b>Task 5 - Perform Post-Project Inspections, Track Water Consumption, Project Reporting</b>												
Perform post-project inspections				\$ -	70		\$ 7,000	\$ 7,000	\$ 3,500	\$ 3,500	\$ -	
Create final reports for each program participant				\$ -	30		\$ 3,000	\$ 3,000	\$ 1,500	\$ 1,500	\$ -	
Track post-project water consumption			80	\$ 2,800			\$ -	\$ 2,800	\$ -	\$ -	\$ 2,800	
Analyze program impacts	20			\$ 1,000			\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	
Create program summary and impact report	8			\$ 400			\$ -	\$ 400	\$ -	\$ -	\$ 400	
Final CWCB progress report	6			\$ 300			\$ -	\$ 300	\$ -	\$ -	\$ 300	
<b>Task 5 subtotals</b>				<b>\$ 4,500</b>			<b>\$ 10,000</b>	<b>\$ 14,500</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 4,500</b>	
<b>TOTAL</b>								<b>\$ 140,000</b>	<b>\$ 70,000</b>	<b>\$ 50,000</b>	<b>\$ 20,000</b>	
Percent									50%	36%	14%	