



Last Update: January 10, 2022

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<b>Colorado Water Conservation Board</b>	
<b>Water Supply Reserve Fund</b>	
<b>Exhibit A - Statement of Work</b>	
<b>Date:</b>	<b>June 6, 2024</b>
<b>Water Activity Name:</b>	<b>Aspen Trails Metropolitan District Water System Study</b>
<b>Grant Recipient:</b>	<b>Aspen Trails Metropolitan District</b>
<b>Funding Source:</b>	<b>Southwest Basin Roundtable WSRF</b>
<b>Water Activity Overview:</b> (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).)	
<p><b>This project is for a feasibility study that would determine multiple elements including if the Aspen Trails Metro District (ATMD) Department of Water Resources (DWR) registered wells would supply the quantity and quality of the raw water to support a new water system in the district, and the cost and preliminary design of installing water treatment, distribution, and storage. In addition, the existing senior water rights would be evaluated. This study will provide all the necessary information to seek state funding for the final design and construction of the project.</b></p>	
<b>Objectives:</b> (List the objectives of the project. (PLEASE DEFINE ACRONYMS).)	
<p><b>The objectives of this project would be to:</b></p> <ol style="list-style-type: none"> <li><b>1. Determine whether the water rights owned by Aspen Trails Metro District (ATMD) would provide the quantity and quality of water necessary to provide the district residents with sufficient water for residential household use, and if so,</b></li> <li><b>2. Develop a water system preliminary design that would detail requisite designs and associated costs for water treatment, distribution, and storage of such a rural water system.</b></li> </ol>	



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<b>Tasks</b>
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<b>Task 1 - (Preliminary Engineering Study)</b>
<b>Description of Task:</b>
<p>The engineering consultant will complete an evaluation of the water rights in addition to a Preliminary Engineering Report (PER) and Environmental Assessment (EA). These documents, once complete, will allow ATMD to apply to either USDA or the CDPHE Drinking Water State Revolving Fund for a loan and grant to complete construction. Particular emphasis will be placed on the evaluation of existing assets, so that the consultant can design a water system that makes the most sense for Aspen Trail's unique context and situation. The project tasks would include evaluating existing senior water rights and existing DWR wells to determine viability of quantity and quality of water supply to serve the district's household needs, determine estimated extent of water treatment, storage, and distribution, and the estimated costs of such a project.</p> <p>This is a complete rehabilitation and as such will be expensive for the community, so evaluation of all possible design solutions and design of the most affordable solution will be of utmost importance. For this reason, we have allocated extra resources towards evaluation of the existing assets, so that the consultant can have all the information they may need to design a unique solution that will work for our community.</p> <p>A few engineers have been contacted to help create the projected budget. We expect to contract the engineer in fall 2024 and work to be completed by spring 2025. Next steps beyond the scope of this application would be to apply to the State Revolving Fund or USDA RD for 2025 funding.</p>
<b>Method/Procedure:</b>
<p>Engineering consultant will follow standard guidelines from USDA and CDPHE to evaluate and design alternative solutions. Exact methods will be negotiated with the consultant upon contracting, but various mapping techniques may be used.</p>
<b>Grantee Deliverable: (Describe the deliverable the grantee expects from this task)</b>
A completed PER an EA, which form the basis of an application to either CDPHE SRF or USDA RD.
<b>CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)</b>
Completed PER and EA can be made available.



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<b>Tasks</b>	
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)	
<b>Task 2 - (Well Water Testing)</b>	
Description of Task:	
<p>Determining the well water quality is a very important element of this project, because it will have major implications for the cost and feasibility to eventually be served as treated water to customers. The selected engineering consultant will advise us on what to sample for, but we will likely hire a local water operator to take the samples and run them at local laboratories. Perhaps the most important variable to test for will be understanding if the wells will be classified by CDPHE as a "groundwater source" or a "groundwater under the direct influence of surface water" (GWUDI) source. If the wells are deemed GWUDI, which is possible based on the proximity to the Florida River and Trew Creek, they will be much more expensive to treat to safe drinking water standards. This variable, along with other contaminants of concern as advised by engineer, must be tested at this phase of the project.</p>	
Method/Procedure:	
<p>A licensed water operator will be contracted to take the samples following standard procedure for sampling, and deliver to the laboratory. Green Analytical Laboratories will primarily be used. Temperature and conductivity reading may be required twice weekly, in which case a conductivity meter can be borrowed from the CDPHE Local Assistance Unit and sampled by a community or Board member.</p>	
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)	
<p>Water quality results will be summarized in the PER.</p>	
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)	
<p>The completed PER, with water quality results, can be made available.</p>	



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Tasks
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<b><u>Task 3 - (Project Management)</u></b>
Description of Task:
<p>The ATMD Board is a volunteer board and currently only oversees road maintenance and park services in the Aspen Trails subdivisions. However, this board owns the non-functional water infrastructure and water rights and is interested in expanding their services to provide municipal water to homes that lack such services in the community. This expansion is a massive undertaking beyond their usual volunteer responsibilities, so we are documenting this effort as an in-kind donation of their time and effort. As board members, they cannot be paid an hourly rate for their work. However, they could theoretically hire a part-time project manager as an employee but have chosen not to and instead volunteer their own time to manage the project themselves. The hourly rate and hours budgeted are estimated solely to illustrate the significant in-kind contribution from these community members going above their typical role &amp; expectations to take on this project.</p> <p>Note that the board is receiving no-cost technical assistance from a Small Utility Consultant at Rural Community Assistance Corp (RCAC), who is experienced in these types of projects, to aide and advise them in this process.</p>
Method/Procedure:
<p>Specific actions include:</p> <ul style="list-style-type: none"> <li>-scoping the project</li> <li>-engaging the community to understand interest and build support</li> <li>-finding funds for the engineering study and water testing</li> <li>-management of this grant and the DOLA grant</li> <li>-selecting and procuring an engineer</li> <li>-assisting in water testing as needed</li> </ul>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
n/a
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
n/a

**Repeat for Task 3, Task 4, Task 5, etc.**



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### 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.





## SOUTHWEST BASINS ROUNDTABLE'S CRITERIA FOR BASIN EVALUATION

**The following will be used to evaluate a project submitted to the Southwest Basins Roundtable.**

*The listed requirements include Southwest Basins Roundtable specific requirements as well as the Colorado Water Conservation Board requirements for completing the Water Supply Reserve Fund (WSRF) Grant application. This is not an exhaustive list and all application forms should be thoroughly reviewed and completed. For assistance in completing the application package please reference the Southwest Basins Roundtable's WSRF Grant application submittal checklist.*

### **REQUIRED:**

- A. Projects must be submitted on application forms used by the [Colorado Water Conservation Board \(CWCB\)](#) and this Southwest Basins Roundtable's Criteria for Basin Evaluation (Roundtable).
- B. All applicable sections must be completed.
- C. Applicants will identify which of the goals, objectives, and principles as described in the [Roundtable's Basin Implementation Plan \(BIP\)](#) apply to the proposed Project.
- D. Applicants will identify which goals and actions apply as described in the [Colorado Water Plan \(CWP\)](#) and address those applicable for the Project. The CWP agency and partner actions may be found in [Chapter 6: Visions and Actions for Addressing Colorado's Risk](#).
- E. In addition to describing applicable BIP goals and CWP goals, the applicant will also identify if the project is listed on the basin's "Project List" and note the identification number of the Project in their application. The Projects List is available on the [CWCB's website](#). If the project is not listed, the applicant should make note of this in the application.
- F. Provide a financial overview of the project and/or process, including cost sharing and all other possible funding sources. The Roundtable requires a minimum 25% match of the total funding request for WSRF grant funds, not to exceed 10% as in-kind (i.e. minimum of 15% cash match). Please provide details of the in-kind contributions. The Roundtable strongly encourages cash contributions from project beneficiaries or applicants. Waivers of these requirements will be considered on a case-by-case basis.

An example of the cost share breakdown for a grant request of \$22,500 is shown below.

<b>Total cost of Project, or portion being funded by WSRF Basin Grant*</b>	<b>\$30,000</b>
Total Cash Match Amount (15%)	\$4,500
Total In-Kind Match Amount (10%)**	\$3,000
Total WSRF Basin Grant Request Amount	\$22,500

*\*Amount of Grant Request plus amount of match should equal total cost of Project.*

*\*\*CWCB allows that “past expenditures directly related to the project may be considered as matching funds (i.e. in-kind contributions) if the expenditures occurred within nine months of the date of the contract or purchase order between the applicant and the State of Colorado is executed.”*

- G. Until further notice, the Roundtable’s WSRF basin grants will not exceed \$100,000 unless special circumstances exist which the Roundtable deems a larger amount is warranted. Waiver of this recommendation will be considered on a case-by-case basis.
- H. Provide the proposed schedule for the project and/or process to be funded and the timeline for entire project if only funding part with this application.
- I. The Roundtable requires that, if the application is approved, the applicant provide at a minimum semi-annual progress reports of the project as well as a final report once the project is completed. The first report is due six months after the notice to proceed is given. To avoid duplicate efforts, the applicant may electronically send the same progress and final reports, as required by CWCB, to the Roundtable chair for distribution to the group. Applicants are always encouraged to share project completion stories including successes and lessons learned at Roundtable meetings.
- J. Applicants must answer, to the best of their ability, the evaluation questions posed below. These questions and answers assist the Roundtable during the application review process.



## SOUTHWEST BASIN ROUNDTABLE'S EVALUATION QUESTIONNAIRE

**To assist the Roundtable in determining whether and to what extent a proposed project and/or process meets the values set forth in the Roundtable Bylaws and goals of the Basin Implementation Plan, the following questions should be addressed separately as can reasonably be answered by the applicant. *Note: this is not an exhaustive list and additional questions may be asked of the applicant.***

1. Identify the benefit(s) the project would provide. Are there multiple purposes (Agricultural, Environmental, Municipal, Industrial, Recreational) that the project would meet as defined in the Basin Implementation Plan? *Note: Projects that meet multiple purposes are strongly encouraged; however, this does not mean that a single purpose project would be rejected.*

Much of this question is also addressed in the justification section of this application, but here are a few key elements to reiterate. The benefits of this project will be:

- To help protect and preserve existing senior water rights for future ATMD residents to create a more resilient community in the face of increasing drought and climate variability.
- To reduce reliance on neighboring municipalities and water companies that sell water to county residents, including ATMD residents.
- To reduce the time and financial burden of hauling water for residents without access to a producing or uncontaminated private well.
- To reduce reliance on individual private wells that either do not produce enough water for daily consumption or are contaminated with methane, sulfur, or other contaminants, a problem that has become more common as more wells have been drilled over the years and caused water tables to intermix.
- To remove the financial burden of determining the feasibility of a municipal water system, which ATMD cannot shoulder given its current financial situation and budget.

2. Outline the steps needed for completion of the project. Are there permit issues that must be overcome? How will funds acquired in this process be used to accomplish the final goal?

After or while funding is being secured, a request for qualifications (RFQ) will be submitted to multiple engineering firms that specialize in evaluating and designing drinking water systems like the one ATMD is investigating. Funds acquired will be used to pay the selected firm for their services, resulting in a Preliminary Engineering Report that outlines project feasibility and implementation. The report will outline any easement needs for construction and will form the basis for seeking facility design approval from CDPHE (the needed permit/approval process).

If the project moves to construction, we will be considered a new Public Water System by CDPHE Division of Drinking Water. We will receive any applicable permits and comply with applicable relationships. We already have a relationship with our future compliance specialist at CDPHE who will walk us through these requirements when the time comes.

2. For prioritization of different proposals and assessment of the merits of the plan, can this project be physically built with this funding? Are further studies needed before actual construction is commenced (if the project anticipates construction)? Will these studies or additional steps delay the completion of

the project substantially?

This project is still in the preliminary design stage, so funding needs for final project construction will not be known until the study is completed. The engineering study completed from this grant application will allow ATMD to apply to either USDA or the CDPHE Drinking Water State Revolving Fund for a loan and grant to complete the final design and construction.

3. What is the ability of the sponsor to pay for the project? What actions have been taken to secure local funding? Are there supporting factors that affect the sponsor's ability to pay? Please provide a summary of the sponsor's financial condition such as customer fee structure, mill levy rate, or other applicable information that demonstrates the sponsor's ability to support the project. For example, has the sponsor increased assessments or rates to meet the project requirements in the past five years. Also, address how a loan could address the needs of the applicant instead of a grant?

ATMD has an annual operating budget of \$80,000 that is designated strictly for district road maintenance and improvement, including winter-time snow plowing. A budget of this size does not allow for any substantial contribution of funds except for the in-kind time contributions of its volunteer board members. Furthermore, this proposed project will conduct a feasibility study for the *potential* development of a water system, so the district does not yet provide drinking water as a service. Due to rules governing metropolitan districts, the lack of a designated service limits its ability to contribute budgetary funds. Adding drinking water as a service to the district's charge is permissible and would be pursued if this study determines that the project is feasible.

ATMD has and continues to pursue other funding options. Currently, ATMD is in communication with the Department of Local Affairs (DOLA) and plans to apply for grant funding for a portion of this project. However, DOLA's grant cap is insufficient for the funds necessary to conduct the desired feasibility study. ATMD pursued one other grant opportunity with the Southwestern Water Conservation District (SWCD) earlier in 2024. Although a portion of the project was of interest to the grantor – specifically the preservation of ATMD water rights since this issue is a major focus of the SWCD mission – the grant proposal was denied since the project's scope also included the design of an accompanying water system. SWCD indicated they would consider the submission of a smaller proposal that focused primarily on ATMD's water rights, but ATMD elected to pursue other grant options before going this route.

Lastly, ATMD financial documents accompany this grant proposal. These documents show ATMD's financial situation.

4. Which alternative sources of water or alternative management ideas have you considered? Are there water rights conflicts involving the source of water for the project? If yes, please explain.

Residents currently rely on water-hauling or the use of existing or future private wells for household water consumption. If this project is not approved, residents will continue to rely on these water sources. One alternative ATMD has considered is installing a water filling station within the district boundaries, but this option will only serve those residents who rely on hauling water and will perpetuate this burden on these residents.

At this time, ATMD does not know of any conflicts with their existing water rights. However, a significant portion of this feasibility study will examine this issue and will influence the final project recommendation and plan.

5. Has there been public input solicited and is there local support for the project? Please provide a brief summary of public input if applicable.

ATMD has not yet collected any formal public input concerning this project. This public input campaign is anticipated but has not been implemented yet. That being said, anecdotally, public support for the project has been positive. Many residents have expressed concern about reliance on hauled water or have complained about their well's water quality or quantity. Some residents have noted that when other wells have been installed over the years, their well water quality has diminished – presumably due to water table mixing – or their wells have run dry periodically when another well in the water table has malfunctioned.

6. Is there opposition to the project? If there is opposition, how have those concerns been addressed? Identify any conflicts that may exist and how they will be addressed.

ATMD does not know of any opposition to this project.

7. Does this project affect the protection and conservation of the natural environment, including the protection of open space? If yes, please explain.

This project is not anticipated to affect the protection and conservation of the natural environment beyond the extent to which community water-hauling affects local air quality and fossil fuel consumption and drilling of new private wells potentially disturbs previously undisturbed natural spaces.

8. Are there impacts of the proposed action on other non-decreed values of the stream or river? Non-decreed values may include things such as non-decreed water rights or uses, recreational uses and soil/land conservation practices.

An Environmental Assessment is part of the engineering report we will contract, which will determine any of these potential impacts.

9. Does this project relate to a Stream Management Plan (SMP) or Needs Assessment for one of southwest Colorado river reaches? If yes, please explain and provide detailed evidence of how project will meet SMP goals or needs.

ATMD does not know of any Stream Management Plan or SW Colorado river reach Needs Assessment that would be impacted by this project.

10. Does this project relate to local land use plans? If yes, please explain.

ATMD does not know of any local land use plan that relates to this project.

11. Does the project depend on a conversion of an agricultural water right? If yes, please explain.

No. The water rights are classified for commercial use.

12. Does the project support agricultural development or protect the existing agricultural economy? If yes, please explain.

No – our project is focused on municipal water needs.

13. Does the project optimize existing water rights and/or existing infrastructure? If yes, please explain.

Yes. This project is directly related to the existence of senior water rights owned by ATMD. The extent and applicability of these water rights will be part of the determination of this study. ATMD also owns infrastructure that was acquired as part of the transfer from the Aspen Trails Water Company when it dissolved at the end of 2021. This infrastructure includes three existing wells registered with the Colorado Department of Water Resources (permit #'s 16432-F, 16430-F, and 16431-F) and a decrepit and non-functional water distribution system.

14. Does the applicant anticipate future funding requests to complete the additional components of this project? Does the applicant have a long-term operation, maintenance, and replacement plan? When was the last update of the plan?

ATMD does not anticipate future funding requests from the Southwest Basin Roundtable or CWCB. As mentioned previously, if the implementation of this project is found to be feasible when this study is concluded, ATMD will request funding from the USDA and/or the CDPHE Drinking Water State Revolving Fund for project completion.

An operation, maintenance, and replacement plan will be included in the final design phase of this project before moving to construction.

15. Does this project have an education component? If yes, please explain how it is consistent with the Roundtable's [Education Action Plan](#).

No.



**Colorado Water Conservation Board**

**Water Supply Reserve Fund - Basin**

**Water Project Summary**

Name of Applicant	Aspen Trails Metropolitan District	
Name of Water Project		
Basin Account Request Subtotal		\$41,250.00
Applicant Cash Match		
Applicant In-Kind Match		\$6,000.00
Basin Requests		
Sources of Funding		

**Grant Details**

Water Project Justification

This project is well-aligned with the goals of the Colorado Water Plan and Southwest Basin Implementation Plan. First, some background information about the project:

The Aspen Trails Subdivision was first formed in the 1970s as a seasonal community for late spring through late fall residence. A water system was installed in the 1980's, which was accompanied by significant water rights at the time. However, due to the seasonal nature of the community, the water system was only intended to be used during warmer months and the distribution lines were not buried deep enough to avoid freezing during the winter. Thus, the water system was only operational during the summer months. Over the years, the number of full-year residents has grown and forced residents to find other water sources, such as self-hauling or drilling wells, which eventually led to the deterioration of the seasonal system, which is no longer operational. Currently, community members rely on dwindling and increasingly scarce individual groundwater wells for their domestic water needs. Many homes haul water (self or contracted) to cisterns due to unreliable and contaminated groundwater.

Aspen Trails Metro District (the 'District') formed in 2003 and serves the whole subdivision. Primary responsibility is road maintenance, but the District owns the non-operational water infrastructure and water rights and is interested in rehabilitating the water wells and system to begin serving water again.

Below is a reference of applicable goals from the Colorado Water Plan and Southwest Basin Implementation Plan:

- Southwest Basin Implementation Plan: Goal A to "Balance All Water Needs and Reduce Conflict." Currently, water needs in this area of La Plata County are not adequately balanced, leading to extreme water insecurity for residents without groundwater wells or with decreasing quantity and quality of water wells. Despite reliable and senior water rights owned by the District, without a functional water system, these residents are dependent upon the water rights and practices of nearby municipalities to sell water to them.
- Southwest Basin Implementation Plan: Goal C to "Meet Municipal and Industrial Water Needs" and priority to "address the challenges to all water uses that future drought and/or climate variability may bring" (page 2). Water hauling and dwindling individual wells are not safe or reliable practices to meet the municipal water needs for residents in the district. Water hauling is expensive, time and physical labor intensive, and prone to secondary







Metro district that owns non-functional water infrastructure that we are seeking to rehabilitate and restart operations as a utility to our community.

**Location of Water Project**

Latitude 0.000000  
 Longitude 0.000000  
 Lat Long Flag  
 Water Source  
 Basins  
 Counties  
 Districts

**Water Project Overview**

Major Water Use Type  
 Type of Water Project  
 Scheduled Start Date - Design 6/25/2024  
 Scheduled Start Date - Construction 6/25/2024  
 Description

**Measurable Results**

0 New Storage Created (acre-feet)  
 0 New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive  
 0 Existing Storage Preserved or Enhanced (acre-feet)  
 0 New Storage Created (acre-feet)  
 0 Length of Stream Restored or Protected (linear feet)  
 0.00 Length of Pipe, Canal Built or Improved (linear feet)  
 \$0 Efficiency Savings (dollars/year)  
 0 Efficiency Savings (acre-feet/year)  
 0 Area of Restored or Preserved Habitat (acres)  
 0 Quantity of Water Shared through Alternative Transfer Mechanisms or water sharing agreement (acre-feet)  
 0 Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning  
 0 Number of Coloradans Impacted by Engagement Activity  
 Other  
 No additional measurable results provided





**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: June 10, 2024

Water Activity Name: Aspen Trails Water System Study

Grantee Name: Aspen Trails Metro District

Task No. <sup>(1)</sup>	Description	Start Date <sup>(2)</sup>	End Date	Matching Funds (cash & in-kind) <sup>(3)</sup>	WSRF Funds	Total
1	Preliminary Engineering Study	10/1/2024	6/1/2025	8,750	26,250	\$35,000
2	Water well testing	10/1/2025	6/1/2025	\$6,100	\$15,000	\$21,100
3	Administration and project management	10/1/2024	6/1/2025	\$6,000		\$6,000
			<b>Total</b>	<b>\$20,850</b>	<b>\$41,250</b>	<b>\$62,100</b>

(1) The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below) where the total WSRF Grant contribution towards that task does not exceed 15% of the total WSRF Grant amount.

(2) Start Date for funding under \$50K - ~ 45 Days from Director Approval; Start Date for funding over \$50K - ~90 Days from Board Approval.

• Reimbursement eligibility commences upon the grantee's receipt of a Notice to Proceed (NTP)

• **NTP will not be accepted as a start date.** Project activities may commence as soon as the grantee enters contract and receives formal signed State Agreement.

The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of the CWCB staff project manager. Once the Final Report has been accepted, the final payment has been issued, the water activity and purchase order (PO) or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to the CWCB with 90 days of the expiration of the PO or contract may be denied consideration for future funding of any type from the CWCB.

• Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution

• Standard contracting procedures dictate that the Expiration Date of the contract shall be 5 years from the Effective Date.



**NOTE TO APPLICANTS: Below are two "detailed budget" examples. Detailed budgets will vary between all projects, so these examples can be used as a helpful guide**



**Colorado Water Conservation Board  
Detailed Budget Estimate**

**Date:** 6/10/2024  
**Water Activity Name:** Aspen Trails Feasibility Water System Study  
**Grantee Name:** Aspen Trails Metro District

**EXAMPLE B: Construction/Engineering**

**Task 1 - Preliminary Engineering Study**

*Below are the elements expected to be included in a complete Preliminary Engineering Report "PER" and Environmental Assessment "EA"*

Project planning, project need, community engagement, and health and sanitary issues	\$ 1,500.00
Evaluation and mapping of existing facilities	\$ 7,500.00
Evaluation of existing water rights	\$ 3,000.00
Evaluation of existing wells - quantity and quality	\$ 5,000.00
Development of project alternatives	\$ 8,500.00
Cost estimates	\$ 4,000.00
Environmental Assessment	\$ 5,500.00

**SUBTOTAL \$ 35,000.00**

**CWCB Funds**      **Other Matching Funds**      **In Kind donations**

\$ 26,250.00      \$ 8,750.00

**Task 2 - Well Water Testing**

**GWUDI Testing**

MPA and Aerobic Spore Sampling to CDH Environmental Lab (3 tests required every other month for 6 months, x 3 months)

Unit	Unit Cost	Units	Total
Per sample	\$ 500.00	27	\$ 13,500.00

Temperature and conductivity sampling - to be taken twice weekly for 6 months

Labor per reading	\$ 20.00	25	\$ 500.00
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E Coli sampling (required monthly for 6 months, x 3 wells)

Per sample	\$ 50.00	18	\$ 900.00
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Other water quality testing as determined by engineering consultant

Lump sum			\$ 5,000.00
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Labor for contract operator to take samples - cost per visit to sample multiple analytes from all 3 wells in different locations

Labor per visit	\$ 200.00	6	\$ 1,200.00
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**SUBTOTAL \$ 21,100.00**

\$ 15,000.00      \$ 6,100.00

**Task 3 - Project management**

Volunteer labor from ATMD Board\*

\* note: the Board is a volunteer board and cannot be paid an hourly rate for their work. However, they could hire a part-time project manager as an employee but have chosen not to and instead volunteer their time. The hourly rate and hours budgeted are estimated solely to illustrate the significant in-kind contribution from these communities members going above their role expectations to scope expanding the District's services to water.

Hourly rate	\$ 30.00	200	\$ 6,000.00
<b>SUBTOTAL</b>			<b>\$ 6,000.00</b>

\$ 6,000.00

<b>TOTAL</b>	<b>\$ 62,100.00</b>	<b>\$ 41,250.00</b>	<b>\$ 14,850.00</b>	<b>\$ 6,000.00</b>
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