Quarterly Progress Report

Entity: TWRI
Contract No: 582-19-90206
Project Name: Arroyo Colorado OSSF Inventory
Date Submitted: 6/13/19

Contractor Project Manager: Jaime Flores

Approval Signature _____Jaime Flores_____   Date ___6/13/19_

TCEQ Project Manager: Tim Cawthon

Approval* Signature _____Tim Cawthon_____Date ___6/13/19___

* The TCEQ Project Manager's signature indicates that the QPR is accepted as a project deliverable and also authorizes any changes in deliverable due dates requested in the Deliverables sheet. Approved due date changes should be inserted in the "Current Due Date" column in the next QPR.

1. When ready to submit the QPR to TCEQ, the Contractor Project Manager must date and sign the cover page with an electronic signature (i.e., scanned signature). Send the signed Excel document to the TCEQ Project Manager.

2. The TCEQ Project Manager will review and either: 1) Send back with comments or 2) approve, sign, date, and e-mail a scanned copy of the approved QPR to the Contractor Project Manager.

3. After addressing comments email the updated Excel document the TCEQ Project Manager, along with a new date next to the electronic signature.

4. The TCEQ Project Manager will sign, date, scan and send the approved QPR to the Contractor Project Manager. A final version of the Excel document will also be sent.

If a deliverable _is_ or _will be_ late, a new due date must be proposed. If this is the case, a justification describing the circumstances necessitating the new due date must be provided.

ID#	Sub Task #	Deliverable	Current Due Date	Date Sent	Discussion of Progress Last Quarter (Delete info from prior QPRs, and leave blank if no progress occurred)	Proposed New Due Date
9891	1.2	QPR (FY19Q1)	12/15/18	12/18/18		
9892	1.2	QPR (FY19Q2)	03/15/19	03/18/19		
9893	1.2	QPR (FY19Q3)	06/15/19	06/13/19		
9894	1.2	QPR (FY19Q4)	09/15/19			
9895	1.2	QPR (FY20Q1)	12/15/19			
9896	1.2	QPR (FY20Q2)	03/15/20			
9897	1.2	QPR (FY20Q3)	06/15/20			
9898	1.2	QPR (FY20Q4)	09/15/20			
9899	1.2	QPR (FY21Q1)	12/15/20			
9900	1.2	QPR (FY21Q2)	03/15/21			
9901	1.2	QPR (FY21Q3)	06/15/21			
9902	1.2	QPR (FY21Q4)	09/15/21			
9903	1.3	Invoice (FY19Q1)	12/30/18	03/15/19		
9904	1.3	Invoice (FY19Q2)	03/30/19	06/15/19		
9905	1.3	Invoice (FY19Q3)	06/30/19	06/15/19		
9906	1.3	Invoice (FY19Q4)	09/30/19			
9907	1.3	Invoice (FY20Q1)	12/30/19			
9908	1.3	Invoice (FY20Q2)	03/31/20			
9909	1.3	Invoice (FY20Q3)	06/30/20			
9910	1.3	Invoice (FY20Q4)	09/30/20			
9911	1.3	Invoice (FY21Q1)	12/30/20			
9912	1.3	Invoice (FY21Q2)	03/31/21			
9913	1.3	Invoice (FY21Q3)	06/30/21			
9914	1.3	Invoice (FY21Q4)__June	07/30/21			
9915	1.3	Invoice (FY21Q4)_July	08/30/21			
9916	1.3	Invoice (FY21Q4)Aug	10/15/21			
9918	1.4	Conference Call (FY19Q2)	02/28/19	12/14/18		
9919	1.4	Conference Call (FY19Q3)	05/31/19	02/18/19		
9920	1.4	Conference Call (FY19Q4)	08/31/19	05/10/19		

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9921	1.4	Conference Call (FY20Q1)	11/30/19			
9922	1.4	Conference Call (FY20Q2)	02/29/20			
9923	1.4	Conference Call (FY20Q3)	05/31/20			
9924	1.4	Conference Call (FY20Q4)	08/31/20			
9925	1.4	Conference Call (FY21Q1)	11/30/20			
9926	1.4	Conference Call (FY21Q2)	02/28/21			
9927	1.4	Conference Call (FY21Q3)	05/31/21			
9928	1.4	Conference Call (FY21Q4)	08/31/21			
9917	1.4	Post-Award Mtg (Notes within 2 days of mtg)	10/05/18	10/12/18		
9930	1.6	Annual Report Article (If requested)	08/31/21			
9931	1.7	FY20 Annual Budget Update	11/30/19			
9932	1.7	FY21 Annual Budget Update	11/30/20			
9933	2.1	QAPP Planning Mtg Notes	10/05/18	10/15/18		
9934	2.2	Draft Geospatial QAPP	11/01/18	10/28/18		
9935	2.2	Final Geospatial QAPP	12/15/18	10/30/18		
9938	3.1	Cameron County Draft Geodatabase/GIS layers/metadata	08/01/19			
9939	3.1	Cameron County Final Geodatabase/GIS layers/metadata	10/01/19			
9941	3.1	Hidalgo County Draft Geodatabase/GIS layers/metadata	12/01/20			
9942	3.1	Hidalgo County Final Geodatabase/GIS layers/metadata	03/01/21			
9940	3.2	Cameron County Tables, maps, and other information generated under subtask 3.2	10/01/19			

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	If a deliverable is or will be late, a new due date must be proposed. If this is the case, a justification describing the circumstances necessitating the new due date must be provided.					
9943	3.2	Hidalgo County Tables, maps, and other information generated under subtask 3.2	08/01/20			
9944	3.3	Documentation of Progress Report (FY19Q2)	03/15/19	06/11/19		
9945	3.3	Documentation of Progress Report (FY19Q3)	06/15/19			
9946	3.3	Documentation of Progress Report (FY19Q4)	09/15/19			
9947	3.3	Documentation of Progress Report (FY20Q1)	12/15/19			
9948	3.3	Documentation of Progress Report (FY20Q2)	03/15/20			
9949	3.3	Documentation of Progress Report (FY20Q3)	06/15/20			
9950	3.3	Documentation of Progress Report (FY20Q4)	09/15/20			
9951	3.3	Documentation of Progress Report (FY21Q1)	12/15/20			
9952	3.4	Draft OSSF Inventory Report	12/01/20			
9953	3.5	Final OSSF Inventory Report	03/01/21			
10005	4.1	Draft Support and Facilitation of WPP Implementation Task Report	05/01/21			
10006	4.1	Final Support and Facilitation of WPP Implementation Task Report	06/01/21			
9954	4.2	FY19 Funding Acquisition Effort Documentation	08/31/19			
9955	4.2	FY20 Funding Acquisition Effort Documentation	08/31/20			

**If a deliverable is or will be late, a new due date must be proposed. If this is the case, a justification describing the circumstances necessitating the new due date must be provided.**
ID#	Sub Task #	Deliverable	Current Due Date	Date Sent	Discussion of Progress Last Quarter (Delete info from prior QPRs, and leave blank if no progress occurred)	Proposed New Due Date
9956	4.2	FY21 Funding Acquisition Effort Documentation	08/31/21			
9957	4.3	Draft Arroyo Colorado WPP Progress Report	03/01/20			
9958	4.3	Final Arroyo Colorado WPP Progress Report	04/01/20			
9959	4.4	Website Update (FY20Q4)	09/15/20			
9960	4.4	Website Update (FY21Q1)	12/15/20			
9961	4.4	Website Update (FY21Q2)	03/15/21			
9962	4.4	Website Update (FY21Q3)	06/15/21			
9963	4.4	Website Update (FY21Q4)	09/15/21			
9964	4.5	FY19 Steering Committeee Mtg 1	02/28/19	03/27/19		
9965	4.5	FY19 Steering Committeee Mtg 2	08/31/19			
9970	4.5	FY19 Work Group Mtgs 1	02/28/19	03/21/19	Victor was able to get ACWP on the meeting Agenda at the USDA/NRCS Hidalgo Co. Ag WG meeting	
9971	4.5	FY19 Work Group Mtgs 2	08/31/19			
9966	4.5	FY20 Steering Committeee Mtg 1	02/29/20			
9967	4.5	FY20 Steering Committeee Mtg 2	08/31/20			
9972	4.5	FY20 Work Group Mtgs 1	02/29/20			
9973	4.5	FY20 Work Group Mtgs 2	08/31/20			
9968	4.5	FY21 Steering Committeee Mtg 1	02/28/21			
9969	4.5	FY21 Steering Committeee Mtg 2	08/31/21			
9974	4.5	FY21 Work Group Mtgs 1	02/28/21			
9975	4.5	FY21 Work Group Mtgs 2	08/31/21			
9976	4.6	Stakeholder List	09/15/21			
9977	4.7	List of other meetings attended, including dates with brief summary of topics discussed and action items (Quarterly with QPRs)	08/31/21			

ID#	Sub Task #	Deliverable	Current Due Date	Date Sent	Discussion of Progress Last Quarter (Delete info from prior QPRs, and leave blank if no progress occurred)	Proposed New Due Date
9978	4.8	FY19 Annual Newsletter	08/31/19			
9979	4.8	FY20 Annual Newsletter	08/31/20			
9980	4.8	FY21 Annual Newsletter	08/31/21			
9981	4.9	Listserv Update	09/30/19			
9982	4.9	Listserv Update	10/31/19			
9983	4.9	Listserv Update	11/30/19			
9984	4.9	Listserv Update	12/31/19			
9985	4.9	Listserv Update	01/31/20			
9986	4.9	Listserv Update	02/29/20			
9987	4.9	Listserv Update	03/31/20			
9988	4.9	Listserv Update	04/30/20			
9989	4.9	Listserv Update	05/31/20			
9990	4.9	Listserv Update	06/30/20			
9991	4.9	Listserv Update	07/31/20			
9992	4.9	Listserv Update	08/31/20			
9993	4.9	Listserv Update	09/30/20			
9994	4.9	Listserv Update	10/31/20			
9995	4.9	Listserv Update	11/30/20			
9996	4.9	Listserv Update	12/31/20			
9997	4.9	Listserv Update	01/31/21			
9998	4.9	Listserv Update	02/28/21			
9999	4.9	Listserv Update	03/31/21			
10000	4.9	Listserv Update	04/30/21			
10001	4.9	Listserv Update	05/31/21			
10002	4.9	Listserv Update	06/30/21			
10003	4.9	Listserv Update	07/31/21			
10004	4.9	Listserv Update	08/31/21			
10008	5.1	Translation of OSSF materials to Spanish	08/31/19			

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ID#	Sub Task #	Deliverable	Current Due Date	Date Sent	Discussion of Progress Last Quarter (Delete info from prior QPRs, and leave blank if no progress occurred)	Proposed New Due Date
10007	5.1	Updated OSSF materials and presentations	06/15/19			
10010	5.2	Conventional System Inspection Criteria Field Sheet	02/28/19	06/10/19		
10009	5.2	Documentation of coordination training with CZARA completion	09/15/19			
10017	5.3	Map of selected nighborhoods	06/01/21			
10014	5.3	Neighborhood Report (1 of 3)	08/31/19			
10015	5.3	Neighborhood Report (2 of 3)	08/31/20			
10016	5.3	Neighborhood Report (3 of 3)	08/31/21			
10011	5.3	Neighborhood Workshop (1 of 3)	08/31/19			
10012	5.3	Neighborhood Workshop (2 of 3)	08/31/20			
10013	5.3	Neighborhood Workshop (3 of 3)	08/31/21			
10018	5.4	Documentation of septic hauler bid	03/01/19	05/20/19	The TWRI PM received a bid from R&R Septic form La Feria, TX. The pump outs are $125/per tank and $50 to expose the clean out port.	
10022	5.4	FY19 Inspections (15 total)	08/31/19			
10023	5.4	FY19 Inspections (15 total)	08/31/20			
10024	5.4	FY19 Inspections (15 total)	08/31/21			
10019	5.4	FY19 OSSF pump outs (10 total)	08/31/19			
10020	5.4	FY20 OSSF pump outs (10 total)	08/31/20			
10021	5.4	FY21 OSSF pump outs (10 total)	08/31/21			
10025	5.6	Draft OSSF Neighborhood Workshop, Evaluations, and Pump Out Task Report	05/01/21			
10026	5.6	Final OSSF Neighborhood Workshop, Evaluations, and Pump Out Task Report	06/01/21			
10027	6.1	Draft Final Report	06/01/21			

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10028	6.2	Final Report	08/01/21			

Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues
1-Project Administration	TWRI submitted the first invoice for this project in March for the period of 12/1/18-2/28/19 anf the second invoice in June to cover the period up to 5/31/19.
2-Quality Assurance	The QAPP was executed on 2/6/19.
[Include additional entries as appropriate]	
OSSF GIS database	The TWRI PM met with Cameron County Health Dept. and was able to get a UTRGV graduate student, Alvaro Garcia, cleared as a temporary worker fro Cameron Coiunty. The TWRI & UTRGV PM worked to purchase a scanner to help Alvaro in the OSSF permit scanning process and coordinated with Jon Denney, SAFE, Gabrielle Bonatti, TAMU AgriLife & CCHD to populate the SAFE and complete the mail merge section of SAFE. Full details are in the OSSF report
Arroyo Website	Kathy provided the TWRI PM with 3 drafts/versions of the new website. During the next QTR, the PM will be working with the TWRI Communications team to complete a final draft of the website to submit to TCEQ for approval.

Note: The purpose of this sheet is to provide for an ongoing discussion of tasks to document overall progress and to raise any overall issues that don't relate to specific deliverables.
Note: Please address activities and issues related to contract amendments, budget revisions, and other administrative matters under Task 1.

This tab is used for budget planning purposes. The TCEQ uses the information quarterly for program budget planning. It is important this form is completed to avoid rush requests from the TCEQ Project Manager.

Section I tracks the current budget by fiscal year. This information is from the Annual Budget Update. This is a high-level overview of planned spending for each year of the project. Changes to fiscal year estimates are noted in Section III. After the current QPR is approved the new fiscal year estimates should be moved from Section III to Section I.

Section II tracks the current fiscal year's invoicing. Include invoices that have been approved by TCEQ and estimates for upcoming invoices.

Section III tracks changes in the fiscal year budgets. Changes may be an increase or a decrease in spending from original estimate. After the current QPR is approved the new fiscal year estimates should be moved from Section III to Section I.

Section I: Current Budget by FY

	Match	Federal
FY19:		$50,000
FY20:		$122,633
FY21:		$129,367
Total:	$0	$302,000

Section II: Current FY Quarterly Spending:

	Match	Federal
Q1:	$0	$0
Q2:	$5,462	$8,194
Q3:	$5,947	$8,921
Q4:		
Total:	$11,409	$17,115

Section III: Has the total budget for this fiscal year changed? No

If so, provide new budget by fiscal year estimates and justification for the change in the table below.

New Budget by FY:

	Match	Federal	Justification
FY19:			
FY20:			
FY21:			
Totals:			

Have any nonconformances occurred in the previous quarter? Yes/No	

Add any nonconformances and the corresponding corrective actions to the Corrective Action Status Table below. Nonconformances <u>must</u> be communicated to the NPS Project Manager immediately via email and a Corrective Action Plan submitted within 14 days of the nonconformance occurring.

Corrective Action Status Table

Corrective Action #	Date Issued	Description of Deficiency	Action Taken	Date Closed
(Example) 1	8/1/2014	Sample residual insufficient for analysis of TSS.	Data estimated but questionable, data will not be submitted to TCEQ.	8/8/2014

Please provide a listing of deliverables provided along with the QPR, and delete attachment references from prior quarters. Reference the "Deliverables Report" to get the Deliverable ID, Subtask #, and Deliverable Name.

Deliverable ID	Subtask #	Deliverable Name	Attachment File Name