

## Quarterly Progress Report

FY 19 Q1

Entity: TWRI

Contract No: 582-17-70357

Project Name: Arroyo Colorado Los Fresnos BMPs

Date Submitted: 12/15/2018

Contractor Project Manager: Jaime Flores

Approval Signature           Jaime Flores           Date   12/18/18  

TCEQ Project Manager: Tim Cawthon

Approval\* Signature           Tim Cawthon           Date           

\* 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
6203	1.2	QPR (FY17Q2)	03/15/17	03/28/17		
6204	1.2	QPR (FY17Q3)	06/15/17	06/14/17		
6205	1.2	QPR (FY17Q4)	09/15/17	10/17/17		
6206	1.2	QPR (FY18Q1)	12/15/17	12/15/17		
6207	1.2	QPR (FY18Q2)	03/15/18	03/19/18		
6208	1.2	QPR (FY18Q3)	06/15/18	06/15/18		
6209	1.2	QPR (FY18Q4)	09/15/18	09/18/18		
6210	1.2	QPR (FY19Q1)	12/15/18	12/18/18		
6211	1.2	QPR (FY19Q2)	03/15/19			
6212	1.2	QPR (FY19Q3)	06/15/19			
6213	1.2	QPR (FY19Q4)	09/15/19			
6214	1.3	Reimbursement Form (FY17Q2)	03/31/17	No Invoice		
6215	1.3	Reimbursement Form (FY17Q3)	06/30/17	No Invoice		
6216	1.3	Reimbursement Form (FY17Q4)	09/30/17	No Invoice		
6217	1.3	Reimbursement Form (FY18Q1)	12/31/17	No Invoice		
6218	1.3	Reimbursement Form (FY18Q2)	03/31/18	03/06/18		
6219	1.3	Reimbursement Form (FY18Q3)	06/30/18	06/15/18		
6220	1.3	Reimbursement Form (FY18Q4)	09/30/18	09/18/18		
6221	1.3	Reimbursement Form (FY19Q1)	12/31/18	12/21/18		
6222	1.3	Reimbursement Form (FY19Q2)	03/31/19			
6223	1.3	Reimbursement Form (FY19Q3)	06/30/19			
6224	1.3	Reimbursement Form (FY19Q4)	09/30/19			
6227	1.3	Reimbursement Form (FY19Q4)_Nov	01/15/20			
6225	1.3	Reimbursement Form (FY20Q1)_Sept	10/15/19			
6226	1.3	Reimbursement Form (FY20Q1)_Oct	11/15/19			
6239	1.4	Post-Award Orientation Meeting	01/12/17	01/24/17		

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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
6228	1.4	Quarterly Call (FY17Q3)	07/15/17	07/15/17		
6229	1.4	Quarterly Call (FY17Q4)	10/15/17	<u>11/03/17</u>		
6230	1.4	Quarterly Call (FY18Q1)	01/15/18	01/31/18		
6231	1.4	Quarterly Call (FY18Q2)	04/15/18	05/22/18		
6232	1.4	Quarterly Call (FY18Q3)	07/15/18	08/05/18		
6233	1.4	Quarterly Call (FY18Q4)	10/15/18	10/15/18		
6234	1.4	Quarterly Call (FY19Q1)	01/15/19	12/14/18		
6235	1.4	Quarterly Call (FY19Q2)	04/15/19			
6236	1.4	Quarterly Call (FY19Q3)	07/15/19			
6237	1.4	Quarterly Call (FY19Q4)	10/15/19			
6238	1.4	Quarterly Call (FY20Q1)	01/15/20			
6240	1.6	Annual Report Article	08/01/18	08/16/18		
6241	1.7	Y1 Annual Budget Update	11/30/17	<u>01/05/18</u>		
6242	1.7	Y2 Annual Budget Update	11/30/18	11/13/18		
6243	1.8	Y1 Annual List of Requests/Applications	08/01/17	10/17/17		
6244	1.8	Y2 Annual List of Requests/Applications	08/01/18	08/06/18		
6245	1.8	Y3 Annual List of Requests/Applications	10/01/19			
6246	2.1	Monitoring Training Documentation (at least one, then as needed)	08/13/17	01/25/18		
6247	2.2	Y1 Student Training Documentation	08/01/17	01/25/18		
6248	2.2	Y2 Student Training Documentation	08/01/18	11/26/18		
6249	2.2	Y3 Student Training Documentation	10/01/19			

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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
6250	2.3	FY18Q1 Monitoring Activities in QPRs	12/15/17	N/A		
6251	2.3	FY18Q2 Monitoring Activities in QPRs	03/15/18	N/A		
6252	2.3	FY18Q3 Monitoring Activities in QPRs	06/15/18	N/A		
6253	2.3	FY18Q4 Monitoring Activities in QPRs	09/15/18	N/A		
6254	2.3	FY19Q1 Monitoring Activities in QPRs	12/15/18	11/08/18		
6255	2.3	FY19Q2 Monitoring Activities in QPRs	03/15/19			
6256	2.3	FY19Q3 Monitoring Activities in QPRs	06/15/19			
6257	2.3	FY19Q4 Monitoring Activities in QPRs	09/15/19			
6259	3.1	Q10 Workshop (Materials, agenda, and attendance logs)	05/31/19			
6258	3.1	Q3 Workshop (Materials, agenda, and attendance logs)	08/31/17		TWRI PM will work with the city and LFCISD to develop the content for the workshop and the location of the workshop.	3/30/2019
6260	3.2	Article outlining project	06/15/17	07/20/17		
6262	3.2	Q10 Press Release	05/01/19			
6261	3.2	Q3 Press Release	08/01/17	06/29/18	<a href="http://losfresnosnews.net/?p=8716">http://losfresnosnews.net/?p=8716</a> <a href="http://losfresnosnews.net/?p=8226">http://losfresnosnews.net/?p=8226</a> , <a href="http://losfresnosnews.net/?p=8226">http://losfresnosnews.net/?p=8226</a> ; <a href="http://losfresnosnews.net/?p=8716">http://losfresnosnews.net/?p=8716</a>	
6263	3.2	Website Update	06/15/17	10/25/17		

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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
6265	4.1	NP Certified engineering design plans: final	12/16/16	11/21/16		
6264	4.1	NP Certified engineering design plans: proposed	12/16/16	11/21/16		
6266	4.1	NP engineering design plans: as-built	01/31/17	05/22/18	Construction of the Bio-retention basin and walking trail has been completed,	
6267	4.1	NP M1 Progress Report with photo documentation	01/15/17	01/25/17		
6268	4.1	NP M2 Progress Report with photo documentation	02/15/17	03/28/17		
6269	4.1	NP M3 Progress Report with photo documentation	03/15/17	03/28/17		
6270	4.1	NP M4 Progress Report with photo documentation	04/15/17	04/15/17		
6271	4.1	NP M5 Progress Report with photo documentation	05/15/17	05/15/17		
6272	4.1	NP M6 Progress Report with photo documentation	06/15/17	06/06/17		
6273	4.1	NP M7 Progress Report with photo documentation	07/15/17	Site Visit		
6274	4.1	NP M8 Progress Report with photo documentation	08/15/17	Site Visit		
6275	4.1	NP M9 Progress Report with photo documentation	09/15/17	Site Visit		
6276	4.1	NP M10 Progress Report with photo documentation	10/15/17	Site Visit		
6277	4.1	NP M11 Progress Report with photo documentation	11/15/17	12/19/17		

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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
6278	4.2	NP Photo documentation of constructed parking lot and bioswale	01/31/17	01/20/17	<u>Parking lot, bio-swale was completed in January 2017 and construction report</u>	
6279	4.3	NP Photo documentation of installed rainwater collection system	12/15/17	11/24/18		
6280	4.4	NP Photo documentation of installed signage	12/15/17		<u>Signage will be developed after construction is complete.</u>	<u>3/30/2019</u>
6283	5.1	HS Certified engineering design plans: as-built	12/15/17	N/A	<u>To be completed by end of Summer 2019.</u>	<u>5/31/2019</u>
6282	5.1	HS Certified engineering design plans: final	04/15/17	N/A	<u>Final draft of plans end of year.</u>	<u>12/31/2018</u>
6281	5.1	HS Certified engineering design plans: proposed	03/15/17	N/A	<u>TWRI PM will work with the LFCISD staff and students to develop the plans through the remainder of this school year and over the summer to complete the draft design.</u>	<u>10/30/2018</u>
6284	5.1	HS M5 Progress Report with Photo documentation	05/15/17	Site Visit		
6285	5.1	HS M6 Progress Report with Photo documentation	06/15/17	Site Visit		
6286	5.1	HS M7 Progress Report with Photo documentation	07/15/17	Site Visit		
6287	5.1	HS M8 Progress Report with Photo documentation	08/15/17	Site Visit		
6288	5.1	HS M9 Progress Report with Photo documentation	09/15/17	Site Visit		
6289	5.1	HS M10 Progress Report with Photo documentation	10/15/17	Site Visit		

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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
6290	5.1	HS M11 Progress Report with Photo documentation	11/15/17		<u>1 progress report to be sent by 10/30/18</u>	<u>30-Mar</u>
6291	5.1	HS M12 Progress Report with Photo documentation	12/15/17		<u>2nd progress report to be sent by 10/31/18</u>	<u>3/30/2019</u>
6292	5.2	HS Photo documentation of refurbished parking lot	12/15/17		<u>To be completed by end of Summer 2019.</u>	<u>3/30/2019</u>
6293	5.3	HS Photo documentation of refurbished wetland	12/15/17		<u>To be completed by end of Summer 2019.</u>	<u>3/30/2019</u>
6294	5.4	HS Photo documentation of installed signage	12/15/17		<u>To be completed by end of Summer.</u>	<u>3/30/2019</u>
6295	6.1	Draft Final Report	10/01/19			
6296	6.2	Final Report	11/15/19			

Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues
1-Project Administration	The COLF has submit the finan invoice for the Nature Park in November.
2-Quality Assurance	Has not begun yet.
3-Education and Outreach	The TWRI PM is working with the COLF to develop content for a powerpoint and workshop describing BMPs installed in the nature park.
4-Los Fresnos Nature Park	The bio-retention basin, vegetative swale/rain garden and rain water harvesting collection system were completed in November 2018.
5-Los Fresnos High School	The second Stream Team Training for Teachers was held on November 8, 2018. The TWRI PM is working with the school to set up another TST training in the Spring 2019. The TWRI PM has also placed an order with TST to supply the school with 2 replacemnet core kits, 4 new core kits and 3 advanced kits to help establish a student sampling team.
6-Final Report	



Describe any current or anticipated changes to the project budget.			
Match Amount:	\$133,333	Total Match as of this Report:	Balance: \$133,333.00
Federal Amount:	\$200,000	Total Federal Paid as of this Report:	Balance: \$200,000.00
Total Contract Amount:	\$333,333	Total Paid as of this Report:	Balance: \$333,333.00

**Current Budget by FY:**

	Match	Federal
FY17:	\$0.00	\$0
FY18:	\$81,366.00	\$175,802
FY19:	\$35,835.33	\$24,198
FY20:	\$16,132.00	
Total:	\$133,333.33	\$200,000

**Current FY Quarterly Spending:**

Include estimated invoice for this quarter

	Match	Federal
Q1:	\$0	\$0
Q2:	\$10,321	\$25,802
Q3:	\$38,000	\$57,000
Q4:	\$44,799	\$67,198
Total:	\$93,119	\$150,000

Has the total budget for this fiscal year changed by more than 10% (Yes/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
FY17:	\$0.00	\$0	was executed in Mid-December. Additional time is needed to plan, design and complete the tasks outlined
FY18:	\$81,366.00	\$175,802	
FY19:	\$35,835.33	\$24,198	
FY20:	\$16,132		
Totals:	\$117,201	\$200,000	

Are all major deliverables on schedule (Yes/No)?

If no, provide an explanation below of the impact this will have on spending.

