Quarterly Progress Report
FY 19 Q4
Entity: TWRI
Contract No: 582-17-70357
Project Name: Arroyo Colorado Los Fresnos BMPs
Date Sumitted: <u>9/23/2019</u>

Contractor Project Manager: Jaime Flores

Approval Signature _____<u>Jaime Flores</u>_____ Date _<u>9/23/19</u>_

TCEQ Project Manager: Tim Cawthon

Approval* Signature _____<u>Tim Cawthon</u>_____Date __<u>10/9/19</u>__

<mark>* 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.</mark>

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	03/15/19		
6212	1.2	QPR (FY19Q3)	06/15/19	06/13/19		
6213	1.2	QPR (FY19Q4)	09/15/19	09/23/19		
10823	1.2	QPR (FY20Q1)	12/15/19			
10824	1.2	QPR (FY20Q2)	03/15/20			
10825	1.2	QPR (FY20Q3)	06/15/20			
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	01/15/19		
6222	1.3	Reimbursement Form (FY19Q2)	03/31/19	03/11/19		
6223	1.3	Reimbursement Form (FY19Q3)	06/30/19	06/15/19		
6224	1.3	Reimbursement Form (FY19Q4)	09/30/19	09/13/19		
	1.3	Reimbursement Form (FY20Q1)	12/31/19			
	1.3	Reimbursement Form (FY20Q2)	03/31/20			
	1.3	Reimbursement Form (FY20Q3)	06/30/20			

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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
	1.3	Reimbursement Form (FY20Q4) June	07/15/20			
	1.3	Reimbursement Form (FY20Q4) July	08/15/20			
	1.3	Reimbursement Form (FY20Q4)Aug	10/15/20			
6239	1.4	Post-Award Orientation Meeting	01/12/17	01/24/17		
6228	1.4	Quarterly Call (FY17Q3)	07/15/17	07/15/17		
6229	1.4	Quarterly Call (FY17Q4)	10/15/17	11/03/17		
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	02/18/19		
6236	1.4	Quarterly Call (FY19Q3)	07/15/19	05/10/19		
6237	1.4	Quarterly Call (FY19Q4)	10/15/19			
6238	1.4	Quarterly Call (FY20Q1)	01/15/20			
	1.4	Quarterly Call (FY20Q2)	04/15/20			
	1.4	Quarterly Call (FY20Q3)	07/15/20			
	1.4	Quarterly Call (FY20Q4)	10/15/20			
6240	1.6	Annual Report Article	08/01/18	08/16/18		
6241	1.7	Y1 Annual Budget Update	11/30/17	01/05/18		
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		

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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**
6245	1.8	Y3 Annual List of Requests/Applications	10/01/19	09/20/19	Sent with 90280 deliverable on 9/20/19.	
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		There was no school during the summer. The classes that conduct the monitoring are only offered in the spring semester. Training will resme at that time.	
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	N/A		
6255	2.3	FY19Q2 Monitoring Activities in QPRs	03/15/19	03/20/19		
6256	2.3	FY19Q3 Monitoring Activities in QPRs	06/15/19	08/29/19	The PM met with LFCISD to discuss kits and to ask if the High School would be conducting any routine sampling	
6257	2.3	FY19Q4 Monitoring Activities in QPRs	09/15/19	08/29/19		

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
6259	3.1	Q10 Workshop (Materials, agenda, and attendance logs)	05/31/19		A planting workshop will be held in the Fall when classes resume.	Oct-Nov 19
6258	3.1	Q3 Workshop (Materials, agenda, and attendance logs)	08/31/17	03/20/19		
6260	3.2	Article outlining project	06/15/17	07/20/17		
6262	3.2	Q10 Press Release	05/01/19	04/11/19		
6261	3.2	Q3 Press Release	08/01/17	06/29/18		
6263	3.2	Website Update	06/15/17	10/25/17		
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		
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		

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
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		
6278	4.2	NP Photo documentation of constructed parking lot and bioswale	01/31/17	01/20/17		
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	02/19/19	The city has installed signage for the bio-swale & rain garden. An additional sign(s) with the TCEQ sponsor information will be installed at a later date.	
6283	5.1	HS Certified engineering design plans: as-built	08/31/19		A plant survey will be conducted and added to the existing construction drawings	
6282	5.1	HS Certified engineering design plans: final	04/15/17	03/15/19		
6281	5.1	HS Certified engineering design plans: proposed	03/15/17	03/15/19		
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		

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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
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		
6290	5.1	HS M11 Progress Report with Photo documentation	11/15/17	02/18/19		
6291	5.1	HS M12 Progress Report with Photo documentation	07/01/19	06/11/19		
6292	5.2	HS Photo documentation of refurbished parking lot	11/30/19		This task will be completed during and after the planting workshop this Fall	
6293	5.3	HS Photo documentation of refurbished wetland	11/30/19		This task will be completed during and after the planting workshop this Fall	
6294	5.4	HS Photo documentation of installed signage	11/30/19		This task will be completed during e after the planting workshop this Fall	
6295	6.1	Draft Final Report	06/01/20			
6296	6.2	Final Report	07/01/20			

Task/Issue	Additional Description of Quarterly Activities, Milestones, and Issues
1-Project Administration	TWRI is submitting invoices to the TCEQ and PM is working with the LFCISD to began planning the Fall planting workshop.
3-Education and Outreach	The TWRI PM worked with TWRIs Communications team and the LFISD to write 2 articles on the Falcon Lake Project Based Learning workshop on that was held on 3/20/19.
4-Los Fresnos Nature Park	The TWRI PM will work with the city to have a sign made and installed that provides the proper project sponsor information. The sign will be ordered at the same time that the plant identifcation signs will be ordered from iZone.
5-Los Fresnos High School	The PM met with Alejandrs Guzman on 8/29/19 to discuss and plan the planting workshiop. The workshop will be held sometime between October-November 2019
6-In Sevice Teacher Workshop	

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.

Current Budget by FY:

	Match	Federal
FY17:		$0
FY18:		$81,366.00
FY19:		$89,003.74
FY20:		$29,630.26
Total:	$0.00	$200,000

Current FY Quarterly Spending: Include estimated invoice for this quarter

	Match	Federal
Q1:		$60,926
Q2:		$6,618
Q3:		$13,336
Q4:		$14,215
Total:	$0	$95,095

Has the total budget for this fiscal year changed by more than 10% (Yes/No)?	yes

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	
FY18:		$81,366	
FY19:		$95,095	
FY20:		$23,538	
Totals:	$0	$199,999	

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

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

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