

Quarterly Progress Report

FY 17 Q2

Entity: TWRI

Contract No: 582-17-70357

Project Name: Arroyo Colorado Los Fresnos BMPs

Date Submitted: 6/15/2017

Contractor Project Manager: Jaime Flores

Approval Signature _____ Date _____

TCEQ Project Manager: Tim Cawthon

Approval* Signature _____ 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			
6206	1.2	QPR (FY18Q1)	12/15/17			
6207	1.2	QPR (FY18Q2)	03/15/18			
6208	1.2	QPR (FY18Q3)	06/15/18			
6209	1.2	QPR (FY18Q4)	09/15/18			
6210	1.2	QPR (FY19Q1)	12/15/18			
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 invoices have been generated fro this project due not having 1 of the sub-award agreements (LFCISD) executed at this time and having to amend the exisiting sub-award for the COLF to reflect changes in the matching requirements. Both sub-awards have been negotiated and are being submitted now.	
6215	1.3	Reimbursement Form (FY17Q3)	06/30/17			
6216	1.3	Reimbursement Form (FY17Q4)	09/30/17			
6217	1.3	Reimbursement Form (FY18Q1)	12/31/17			
6218	1.3	Reimbursement Form (FY18Q2)	03/31/18			
6219	1.3	Reimbursement Form (FY18Q3)	06/30/18			
6220	1.3	Reimbursement Form (FY18Q4)	09/30/18			
6221	1.3	Reimbursement Form (FY19Q1)	12/31/18			
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			

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
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	Post award meeting held on 1/24/17 through conference call.	
6228	1.4	Quarterly Call (FY17Q3)	07/15/17			
6229	1.4	Quarterly Call (FY17Q4)	10/15/17			
6230	1.4	Quarterly Call (FY18Q1)	01/15/18			
6231	1.4	Quarterly Call (FY18Q2)	04/15/18			
6232	1.4	Quarterly Call (FY18Q3)	07/15/18			
6233	1.4	Quarterly Call (FY18Q4)	10/15/18			
6234	1.4	Quarterly Call (FY19Q1)	01/15/19			
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			
6241	1.7	Y1 Annual Budget Update	11/30/17			
6242	1.7	Y2 Annual Budget Update	11/30/18			
6243	1.8	Y1 Annual List of Requests/Applications	08/01/17			
6244	1.8	Y2 Annual List of Requests/Applications	08/01/18			
6245	1.8	Y3 Annual List of Requests/Applications	10/01/19			

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
6246	2.1	Monitoring Training Documentation (at least one, then as needed)	08/13/17			
6247	2.2	Y1 Student Training Documentation	08/01/17			
6248	2.2	Y2 Student Training Documentation	08/01/18			
6249	2.2	Y3 Student Training Documentation	10/01/19			
6250	2.3	FY18Q1 Monitoring Activities in QPRs	12/15/17			
6251	2.3	FY18Q2 Monitoring Activities in QPRs	03/15/18			
6252	2.3	FY18Q3 Monitoring Activities in QPRs	06/15/18			
6253	2.3	FY18Q4 Monitoring Activities in QPRs	09/15/18			
6254	2.3	FY19Q1 Monitoring Activities in QPRs	12/15/18			
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			

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
6260	3.2	Article outlining project	06/15/17			
6262	3.2	Q10 Press Release	05/01/19			
6261	3.2	Q3 Press Release	08/01/17			
6263	3.2	Website Update	06/15/17			
6265	4.1	NP Certified engineering design plans: final	12/16/16	11/21/16	Sent prior to contract execution	
6264	4.1	NP Certified engineering design plans: proposed	12/16/16	11/21/16	Sent prior to contract execution	
6266	4.1	NP engineering design plans: as-built	01/31/17		This date needs to be adjusted based on revised SOW and budget in the sub-award agreement.	
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	<u>03/28/17</u>	No construction activities have occurred this month	
6269	4.1	NP M3 Progress Report with photo documentation	03/15/17	<u>03/28/17</u>	No construction activities have occurred this month	
6270	4.1	NP M4 Progress Report with photo documentation	04/15/17	04/15/17	TWRI PM made site visit-no construction activities have occurred this month	
6271	4.1	NP M5 Progress Report with photo documentation	05/15/17	05/15/17	TWRI PM made site visit-no construction activities have occurred this month	
6272	4.1	NP M6 Progress Report with photo documentation	06/15/17	06/06/17	TWRI PM made site visit-no construction activities have occurred this month	
6273	4.1	NP M7 Progress Report with photo documentation	07/15/17			
6274	4.1	NP M8 Progress Report with photo documentation	08/15/17			
6275	4.1	NP M9 Progress Report with photo documentation	09/15/17			

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
6276	4.1	NP M10 Progress Report with photo documentation	10/15/17			
6277	4.1	NP M11 Progress Report with photo documentation	11/15/17			
6278	4.2	NP Photo documentation of constructed parking lot and bioswale	01/31/17		This date needs to be adjusted based on revised SOW and budget in the sub-award agreement.	
6279	4.3	NP Photo documentation of installed rainwater collection system	12/15/17			
6280	4.4	NP Photo documentation of installed signage	12/15/17			
6283	5.1	HS Certified engineering design plans: as-built	12/15/17			
6282	5.1	HS Certified engineering design plans: final	04/15/17		This date needs to be adjusted based on revised SOW and budget in the sub-award agreement.	
6281	5.1	HS Certified engineering design plans: proposed	03/15/17		This date needs to be adjusted based on revised SOW and budget in the sub-award agreement.	
6284	5.1	HS M5 Progress Report with Photo documentation	05/15/17		This date needs to be adjusted based on revised SOW and budget in the sub-award agreement.	
6285	5.1	HS M6 Progress Report with Photo documentation	06/15/17		This date needs to be adjusted based on revised SOW and budget in the sub-award agreement.	
6286	5.1	HS M7 Progress Report with Photo documentation	07/15/17			

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
6287	5.1	HS M8 Progress Report with Photo documentation	08/15/17			
6288	5.1	HS M9 Progress Report with Photo documentation	09/15/17			
6289	5.1	HS M10 Progress Report with Photo documentation	10/15/17			
6290	5.1	HS M11 Progress Report with Photo documentation	11/15/17			
6291	5.1	HS M12 Progress Report with Photo documentation	12/15/17			
6292	5.2	HS Photo documentation of refurbished parking lot	12/15/17			
6293	5.3	HS Photo documentation of refurbished wetland	12/15/17			
6294	5.4	HS Photo documentation of installed signage	12/15/17			
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 TWRI PM was able to secure the sub-award with the COLF. The PM then was working with the LFCISD to gather the necessary documents and signatures to set up their sub-contract. While doing so, the PM noted that the match that was to be used for the 40% portion of the grant to fund to Nature Park and High School had changed and would effect the sub-contracts. The TWRI PM met with the COLF and the LFCISD to work out the match requirements for both prokects. COLF was able to come to an agreement with LFCISD where LFCISD would receive a smaller portion of the original award and the COLF would receive the balance and increase their overall award and in turn the COLF would provide all of the match for both projects using TPWD trails grant. Both sub-contracts should be completed and signed by July 31, 2017.
2-Quality Assurance	Has not begun yet.
3-Education and Outreach	Has not begun yet.
4-Los Fresnos Nature Park	Construction of the Parking lot, Bio-retention Basin and bathrooms were completed by 1/15/17. Additional work on the cistern and rain harvesting system has not been completed.
5-Los Fresnos High School	No work has been done at this time. The LFCISD has reached an agreement with TWRI to scale back the award amount as appropriate for the remaining work to be done. The LFCISD will submit a revised SOW and Budget to finalize the sun-contract.
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:	\$117,676.00	\$176,514
FY18:	\$7,770.00	\$11,655
FY19:	\$7,887.33	\$11,831
FYxx:		
Total:	\$133,333.33	\$200,000

Current FY Quarterly Spending:

Include estimated invoice for this quarter

	Match	Federal
Q1:	\$0	\$0
Q2:	\$0	\$0
Q3:	\$33,333	\$50,000
Q4:	\$33,333	\$50,000
Total:	\$66,667	\$100,000

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:	\$66,666.67	\$100,000	was executed in Mid-December. Additional time is needed to plan, design and complete the tasks outline
FY18:	\$50,000.00	\$75,000	
FY19:	\$16,666.67	\$25,000	
FYxx:			
Totals:	\$133,333	\$200,000	

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

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

