

## Quarterly Progress Report

FY 18 Q2

Entity: TWRI

Contract No: 582-17-70357

Project Name: Arroyo Colorado Los Fresnos BMPs

Date Submitted: 6/5/2018

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	<u>03/28/17</u>		
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			
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 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	<u>03/06/18</u>		
6218	1.3	Reimbursement Form (FY18Q2)	03/31/18	06/15/18		
6219	1.3	Reimbursement Form (FY18Q3)	06/30/18		Invoice from 3/1/18-5/31/18	
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			
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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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	TWRI PM called TCEQ PM after site visit to the Nature Park	
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	<u>01/05/18</u>		
6242	1.7	Y2 Annual Budget Update	11/30/18			
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			
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			

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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
6249	2.2	Y3 Student Training Documentation	10/01/19			
6250	2.3	FY18Q1 Monitoring Activities in QPRs	12/15/17	N/A	The students will not start monitoring activities until the 2018-2019 school year starts in the Fall	9/30/2018
6251	2.3	FY18Q2 Monitoring Activities in QPRs	03/15/18	N/A	The students will not start monitoring activities until the 2018-2019 school year starts in the Fall	10/30/2018
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		TWRI PM will work with the city and LFCISD to develop the content for the workshop and the location of the workshop.	10/30/2018
6260	3.2	Article outlining project	06/15/17	07/20/17		
6262	3.2	Q10 Press Release	05/01/19			

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6261	3.2	Q3 Press Release	08/01/17		TWRI PM is working with the city on a press release for the park. This will also be posted on the website	6/30/2018
6263	3.2	Website Update	06/15/17	10/25/17	The FY17 Q4 QPR was posted on the website	
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	05/22/18	<u>Construction of the Bio-retention basin and walking trail has been completed.</u>	
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>		
6269	4.1	NP M3 Progress Report with photo documentation	03/15/17	<u>03/28/17</u>		
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	<u>Site Visit</u>		
6274	4.1	NP M8 Progress Report with photo documentation	08/15/17	<u>Site Visit</u>		
6275	4.1	NP M9 Progress Report with photo documentation	09/15/17	<u>Site Visit</u>		

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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
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	<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		<u>City plans to complete project in second quarter of 2018.</u>	<u>6/1/2018</u>
6280	4.4	NP Photo documentation of installed signage	12/15/17		<u>Signage will be developed after construction is complete.</u>	<u>12/1/2018</u>
6283	5.1	HS Certified engineering design plans: as-built	12/15/17		<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		<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		<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		

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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
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		1 progress report to be sent by 10/30/18	30-Aug
6291	5.1	HS M12 Progress Report with Photo documentation	12/15/17		2nd progress report to be sent by 10/31/18	10/30/2018
6292	5.2	HS Photo documentation of refurbished parking lot	12/15/17		To be completed by end of Summer 2019.	5/31/2019
6293	5.3	HS Photo documentation of refurbished wetland	12/15/17		To be completed by end of Summer 2019.	5/31/2019
6294	5.4	HS Photo documentation of installed signage	12/15/17		To be completed by end of Summer.	5/31/2019
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 has been working with the COLF to submit an invoice for \$57,000 for work on the Nature park and to provide the proper match documentation. The COLF did provide the proper match documentation for the Nature park and the LFCISD.
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. The TWRI PM is also working with the COLF on a press release for the Nature Park.
4-Los Fresnos Nature Park	Construction of the walking trail was completed in mid-May. The TCEQ PM submitted a construction report the TCEQ PM on 5/22/18.
5-Los Fresnos High School	The LFCISD staff was not able to begin the Stream Team monitoring or design details for the stormwater BMPs and wetland expansion in this school year that just ended. They will begin at the beginning of the 2018-2019 school year.
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:	\$117,201.33	\$175,802
FY19:	\$16,132.00	\$24,198
FYxx:		
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:	\$117,201.33	\$175,802	
FY19:	\$16,132.00	\$24,198	
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.

