



Grant Progress Report

Projects and Practices 2021

Grant Title: Pleasure Creek South BIESF

Grant ID: C21-8494

Grantee: Coon Creek WD

Fiscal Agent: Coon Creek WD

Grant Day-to-Day Contact: Jon Janke

Grant Award (\$): \$330,000.00

Required Match (%): 25

Required Match (\$): \$82,500.00

Grant Execution Date: 03/24/2021

Grant End Date: 12/31/2023

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$330,000.00	\$330,000.00	\$0.00
Match Funds	\$170,000.00	\$93,318.74	\$76,681.26
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$500,000.00	\$423,318.74	\$76,681.26

*Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.

Budget Details

Activity Name	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
Project Coordination & Administration	Administration/Coordination	Local Fund	CCWD levy	\$7,500.00	\$31,410.59	(\$23,910.59)	Y
Public Engagement	Education/Information	Local Fund	CCWD Levy	\$2,500.00	\$2,520.74	(\$20.74)	Y
Technical & Engineering Assistance	Technical/Engineering Assistance	Local Fund	CCWD Levy	\$50,000.00	\$59,337.41	(\$9,337.41)	Y

<i>Activity Name</i>	<i>Category</i>	<i>Source Type</i>	<i>Source Description</i>	<i>Budgeted</i>	<i>Spent</i>	<i>Balance Remaining</i>	<i>Match Fund?</i>
Technical & Engineering Assistance	Technical/Engineering Assistance	Current State Grant	Pleasure Creek South BIESF	\$19,897.05	\$19,897.05	\$0.00	N
Construction	Urban Stormwater Management Practices	Local Fund	CCWD Levy	\$110,000.00	\$50.00	\$109,950.00	Y
Construction	Urban Stormwater Management Practices	Current State Grant	Pleasure Creek South BIESF	\$310,102.95	\$310,102.95	\$0.00	N

Indicator Summary

<i>Indicator Category</i>	<i>Proposed Indicator</i>	<i>Total Value</i>	<i>Unit</i>
Water Pollution (Reduction Estimates)	Pathogens (E. Coli)	270200000000	Cfu
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	19.2	Lbs/Yr

<i>Indicator Category</i>	<i>Final Indicator</i>	<i>Total Value</i>	<i>Unit</i>
Water Pollution (Reduction Estimates)	Pathogens (E. Coli)	270200000000	Cfu
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	19.2	Lbs/Yr

Grant Activities

Activity Name: Construction

Activity Category: Urban Stormwater Management Practices

Staff time?: No

Description: This activity includes construction site preparation & maintenance, mobilization of equipment, installation of a filter BMP and components, demobilization of equipment, and site restoration. All work will be completed by a qualified contractor selected using a competitive bidding process with oversight by the Project Engineer and CCWD staff. Access, staging, & construction will occur on publicly-owned land. Revegetation practices will adhere to BWSR's Native Vegetation Establishment guidelines.

One ~7,000 sq ft biochar/iron-enhanced sand filter will be installed along the existing network of rate control ponds operated by the City of Coon Rapids. Water will be diverted from the ponds and filtered to remove 19.2 lbs TP /yr and 270 billion organisms of E. coli/ year.

A preliminary concept design by Wenck (now Stantec) is attached.

CCWD will contribute \$110,000 towards construction match.

Key Milestones:

2022:

-Construction contractor awarded by May 31

2023:

-Filter on-line by June 30

-Vegetation establishment by Sept 30

-Final completion by Oct 31

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	Pleasure Creek South BIESF	\$310,102.95	\$310,102.95	\$0.00	10/02/2023	N
Local Fund	CCWD Levy	\$110,000.00	\$50.00	\$109,950.00	10/02/2023	Y

Actual Results

The project was awarded to JACON LLC on 11/8/21 via a competitive bidding process.

Construction commenced on February 28, 2022, roughly 6 months ahead of schedule. By April 30, 2022 construction was 66% complete including all major earthwork. Construction activities have mainly been on hold since May 2022 due to delays from the manufacturer of the custom pump. Electrical service hook-up to the pump vault and partial site restoration did occur between May and December 2022.

The remaining construction work is scheduled to commence in spring 2023 which should allow for final completion by fall 2023 as originally planned.

Approximately \$100,000 in planned construction costs remain which will be split between the remaining grant funds and CCWD cash match.

Construction of the project resumed in May 2023 and the filtration BMP was operational by 6/29/23. Minor modifications occurred in early July, with the project engineer signing off on Final Completion of construction on 7/11/23, including vegetation establishment.

Although the project was constructed as designed and is fully operational, the prime contractor (JACON) did not furnish the necessary IC134 forms for project closeout. It came to light that JACON has filed for Chapter 11 bankruptcy and did not provide evidence of payment to two of the subcontractors/suppliers who did work on the project related to electrical and pump components. Because these payments are disputed, all expenditures related to these line items totaling \$74,299.50 were removed from grant reporting and not counted as grant-eligible or match. Additionally, CCWD continues to hold 5% retainage on all construction line items totaling \$19,966.43. Removing these planned construction expenditures resulted in the need for a work plan budget adjustment to move \$19,897.05 from the Construction Activity to Technical & Engineering Assistance Activity to utilize the full grant amount. CCWD also fell short of projected match amounts, but did meet minimum match requirements.

Final Indicators

<u>Indicator</u>	<u>Total Value</u>	<u>Unit</u>
Pathogens (E. Coli)	270200000000	Cfu
Phosphorus (Est. Reduction)	19.2	Lbs/Yr

Activity Action Name: Biochar- & Iron-enhanced sand filter				Activity Count: 1
Practice Type: 712M - Bioretention Basin				Size/Units: 7000 - Cfu/Yr
TA Provider/JAA: Private Consultant				Lifespan: 25 Years
Practice Description: 7000 sq ft biochar and iron-enhanced sand filtration basin				Install Date: 06/29/2023
				Mapped: Yes
Indicator Name	Units	Value	Calculation Tool	Waterbody
Phosphorus (Est. Reduction)	Lbs/Yr	19.2	Literature Value	Pleasure Cr
Pathogens (E. Coli)	Cfu	270200000000	Literature Value	Pleasure Cr

Activity Name: Project Coordination & Administration

Activity Category: Administration/Coordination

Staff time?: Yes

Description: This activity includes regular coordination and progress meetings with project partners (City of Coon Rapids Staff & Engineer), project and construction management (securing permits, bid process, contracts, oversight), financial tracking, and all required grant reporting in eLink.

This activity will be carried out by CCWD staff as in-kind match. Specifically, Jon Janke, CCWD Operations and Maintenance Coordinator, will be responsible for project management and construction oversight in conjunction with the Project Engineer (See Technical/Engineering Assistance Activity). Justine Dauphinais, CCWD Water Quality Coordinator, will be responsible for financial tracking and grant reporting with administrative oversight by Julie Peterson, CCWD Accountant.

CCWD staff will work immediately to acquire a drainage permit from MnDOT and execute a Joint Powers Agreement with the City of Coon Rapids that provides proper assurances for access, construction, and long-term operations & maintenance. This agreement will be submitted to BWSR for review and approval prior to expending any grant funds.

Key Milestones:

2021:

- JPA executed by July 31
- At least 2 project coordination meetings held

- 2022:
- Submit grant progress report in eLINK by Feb 1
 - Complete final project design by March 30
 - Award construction contractor by May 31
- 2023:
- Submit grant progress report in eLINK by Feb 1
 - Sign off on final completion of constructed project by Oct 31
 - Submit final report in eLINK by Dec 31

Budget Details						
<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	CCWD levy	\$7,500.00	\$31,410.59	(\$23,910.59)	10/02/2023	Y

Actual Results

Project coordination and grant administration is ongoing. A kick off meeting attended by all project partners was held on 4/13/21 and regular communication continues. A JPA to formalize roles and responsibilities between CCWD and the City of Coon Rapids was executed on 6/15/21 (see attachment). A progress check in meeting with BWSR Board Conservationist occurred on 6/16/21. Permits were granted from MNDOT, MetCouncil, and Great River Energy for work within various utility easements. The project was publicly bid and awarded to the lowest competent bidder, JACON LLC, in November 2021.

Construction commenced in Feb 2022; regular oversight including daily site visits during active construction continues to be provided by CCWD staff and the project engineer.

All required financial tracking and reporting continues to be completed by CCWD staff. An interim progress report with payment request was submitted for the period from 1/1/22-4/30/22 given that the first 50% of disbursed grant funds were expended.

Note: Staff time dedicated to this project, particularly construction oversight has greatly exceeded forecasted amounts. This is due in part because of site complexity (navigating utility/easement conflicts) and due to internal staff turnover with increased onboarding needs. CCWD will continue to report all realized match above-and-beyond projections.

Regular on-site oversight was provided by CCWD staff and the project engineer during periods of active construction until substantial completion was achieved in June 2023. Periodic site visits to track site restoration progress and finetune BMP function continued until final completion was achieved in July 2023. Regular communication with contractors and project partners continued. During the project closeout process, it was discovered that the prime contractor had filed for bankruptcy which resulted in some unplanned staff time to coordinate a resolution with the District Attorney and BWSR staff and to adjust expenditures and reports accordingly.

Project invoices were paid monthly, with all expenditures documented in detailed. All required financial tracking and reporting was completed in eLink by CCWD staff.

Activity Name: Public Engagement

Activity Category: Education/Information

Staff time?: Yes

Description: Efforts will be made to engage the public throughout the entire project. Local stakeholders will be invited to participate in a public open house (likely virtual format). Project updates will be published on a dedicated project webpage, on social media, and an article will be submitted for inclusion in the City of Coon Rapids' newsletter. Additionally, to engage water resource professionals, the results of this project will be presented at the MN Water Resources Conference.

This activity will be carried out by CCWD staff as in-kind match. Specifically, Dawn Doering, Information & Education Coordinator, will oversee all public engagement efforts with assistance from Britta Dornfeld, Outreach Assistant. Justine Dauphinais, Water Quality Coordinator, will present the results of the project at the MN WRC.

Key Milestones:

2021:

-Create project webpage by Aug 31

2022:

-Host public open house by Feb 28

-Update project webpage by April 30

2023:

-Update project webpage by April 30

-Submit article for inclusion in the City newsletter by June 30

-Present project and preliminary monitoring results at UMN Water Resources Conference by December 31

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	CCWD Levy	\$2,500.00	\$2,520.74	(\$20.74)	10/02/2023	Y

Actual Results

Public engagement activities are ongoing. A dedicated project webpage (<https://www.cooncreekwd.org/pcsfilter>) was created and published on 8/19/21 and continues to be updated regularly. A virtual public informational meeting was held on 9/9/21 and a recording was posted on the project webpage. The All Details report for 2021 was posted to the project webpage on 2/23/22.

A message center was deployed on-site ahead of construction and continues to be updated with progress reports. Signage with the clean water legacy logo was purchased to be installed on-site post construction.

A project update was also posted to District social media channels.

A newsletter article was discussed with City of Coon Rapids staff; it was decided to wait until closer to project completion to publish a project update in the newsletter.

The dedicated project webpage was updated regularly throughout construction and will continue to be hosted on the District website, including adding the final grant report. An article mentioning completion of this filter in addition to the grant-funded Epiphany Creek Filter was submitted for publication in the Coon Rapids Connection 2023 Fall Newsletter. Signs displaying the Legacy logo were installed onsite (see attached project photo). The project will also be presented at the 2023 UMN Water Resources conference on October 17th, 2023 (an abstract was drafted in April 2023 and approved in July 2023, conference registration was paid and a powerpoint presentation was drafted in September 2023).

Activity Action Name:	UMN Water Resource Conference	Activity Count: 1
Practice Type:	100M - Presentations	Size/Units: 1 - Acre-Feet/Yr
TA Provider/JAA:	Other	Lifespan: Unknown
Practice Description:	Present preliminary findings at UMN WRC	Install Date: 10/17/2023
		Mapped: Yes

Activity Action Name:	Public Open House	Activity Count: 1
Practice Type:	100M - Presentations	Size/Units: 1 - Acre-Feet/Yr
TA Provider/JAA:	Other	Lifespan: Unknown
Practice Description:	Public Open House for project kick off and feedback	Install Date: 09/09/2021
		Mapped: Yes

Activity Name: Technical & Engineering Assistance

Activity Category: Technical/Engineering Assistance

Staff time?: No

Description: Stantec (formerly Wenck) will provide all technical and engineering assistance under the direction of CCWD staff (Jon Janke, Operations & Maintenance Coordinator).

The project engineer will develop and complete design plans and specifications including any surveying, geotechnical analyses, and permitting, implement the competitive bidding process, and provide construction oversight and final sign off on the constructed project.

Ed Matthiesen (P.E) will be the lead Engineer and will adhere to recognized design standards for the constructed practice. This activity will be funded by local CCWD match.

Key Milestones:

2022:

- Finalized design plans and specifications completed by Mar 30
- Project advertised for competitive bid by May 15

2023:

- Sign off on final completion by Oct 31

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	Pleasure Creek South BIESF	\$19,897.05	\$19,897.05	\$0.00	10/02/2023	N
Local Fund	CCWD Levy	\$50,000.00	\$59,337.41	(\$9,337.41)	10/02/2023	Y

Actual Results

The project engineer, Ed Mattheisen (P.E) of Stantec, developed design plans and specifications in accordance with accepted standards for filtration BMPs in the MN Stormwater Manual. Minimal geotechnical work was required (soil borings).

A final project manual was delivered in October 2021 for the public bidding process which closed on 10/29/21. The project was awarded to the lowest competent bidder, JACON LLC, on 11/8/21.

Utility conflicts with MCES sanitary sewer infrastructure necessitated design deviations from the original concept design and resulted in engineering cost overruns. CCWD will continue to cover all excess engineering costs using local funds as match.

Construction commenced in February 2022 and regular construction oversight continues to be provided by Stantec staff during active construction.

Sign off on substantial completion is was anticipated for Fall 2022, a year ahead of schedule, but pump manufacturing delays have pushed the timeline back to the original schedule with completion anticipated in Fall 2023.

Licensed Stantec engineers provided regular construction oversight during the active construction period, reviewed and approved all submittals, and signed off on project completion on 7/11/23 (see attached certificate of final completion form).

Given the bankruptcy proceedings of the prime contractor, a work plan budget adjustment was made to move \$19,897.05 from the Construction Activity to Technical & Engineering Assistance Activity to utilize the full grant amount (See Construction Activity for additional details).