



ARPA Water & Sewer Infrastructure Grant Program
UPDATED Progress Report Form

General Information

Subrecipient Entity: City of Sidney

Project Title: Phase 4 Water Tank

Grant Agreement Number(s): AM-23-0207

Grant Term End Date(s): 12/31/2025

Form Preparer Name: LaNette Diaz

Form Preparer Phone: 406-998-2493

Form Preparer Email: lanette.diaz@interstateeng.com

Reporting Period: July 1, 2025 to September 30, 2025
Provide a beginning and end date. Example: January 1, 2024 – March 31, 2024.

Quarterly Report Type

☐ Progress Report **with** Reimbursement Request.

☒ Progress Report **without** Reimbursement Request.

Final Reports – Do not use this form. See [Progress Reports, Amendments, and Closeout](#) on the ARPA Grant Management page for instructions on how to complete your Final Report.

Required Report Attachments

Check to indicate the required attachments are included with this report.

- ☒ **Updated [Schedule Form](#) is included with this report (REQUIRED).**
The schedule form should be an accurate reflection of the status of the project, including bid and construction information. **The schedule you are attaching must be appropriate given the Grant Term End Date in the grant agreement (or executed grant amendment).**
- ☒ **Updated [Uniform Budget Tracking Spreadsheet](#) is included with this report (REQUIRED).**
Include an updated budget spreadsheet that reflects current and previous expenditures on the grant(s). The tracker should be accurate through the end of the reporting period and include all incurred expenditures for all funding sources regardless of whether a reimbursement is requested. **Attachment B – Budget in the grant agreement (or executed grant amendment) must match the current project budget you are attaching.**

Progress Reporting

1. **Grant Activities this Reporting Period (REQUIRED)**
List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that occurred under each task during the reporting period, including tasks with no activity. Provide an overview of progress on the overall project. Indicate tasks completed.

The new water tank project is being done in three “sub-projects”: The water main, the new water tank, the park rehabilitation where the water tank is located. Construction funds from ARPA are in the water main Ph. 1 Construction on the Uniform Budget.

ARPA CONSTRUCTION			
Related task(s) from grant agreement	Quarterly Summary	% of work completed	Notes
Design Engineering	Design, bidding for Ph 1 Construction is done, however, there is further design for the Ph 2 water tank.	100%	
Bidding	Bidding has been complete for Ph 1 water mains. Bids were open 1/30/25 and the bid was awarded to Western Municipal. Bidding for the Ph 2 water tower was opened 6/24/25, award has not been made yet.	100%	
Ph 1: Water Main Construction	Construction started in May 2025	97%	Waiting on final retainage to be released.

2. Problems or Concerns (REQUIRED)

Discuss any problems or concerns that have arisen (e.g., problems with the schedule, subcontractors, or budget items). Include steps underway to alleviate problems.

None.

3. Next Reporting Period’s Grant Activities (REQUIRED)

List project tasks outlined in Attachment A – Scope of Work in the grant agreement (or executed grant amendment). Summarize activities that will occur next quarter under each task, including tasks with no expected activity. Indicate tasks expected to be completed.

The Ph 1, Schedule 1 Water Main project will wrap up next quarter and all ARPA funds will be expended by December 31, 2025. Phase 2 water project was awarded to McGuire Tanks.

Grant Agreement Review Checklist

Review the ARPA Grant Agreement(s) and executed grant amendment(s). Respond to the questions below.

1. Review Agreement Section 2. Term – Is the Term End Date in the grant agreement still appropriate for the project?

☒ **YES** – Term End Date in the grant agreement is appropriate for the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

2. Review Grant Agreement Attachment A – Scope of Work (Tasks/Deliverables) – Do the tasks/deliverables listed in the Scope of Work in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – Scope of Work in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

3. Review Grant Agreement Attachment B – Budget – Do the DNRC ARPA grant funds and matching funds in the budget in the grant agreement (or executed grant amendment) accurately reflect the project to date?

☒ **YES** – The budget in the grant agreement accurately reflects the project to date.

☐ **NO or NOT SURE** – **Contact your Grant Manager ASAP to explain.** A grant amendment may be needed.

Additional Report Attachments (Optional)

Please consider including the any of the following documents with this report.

- **Photos** of project or project work to date.
- **Submittal documents** received since last quarter (e.g., DEQ/permit approvals, bid or contract documents, etc.).
- **Articles** or other publicity related to this project.

Verification of Subrecipient Concurrence

REQUIRED only if Form Preparer is not from Subrecipient Entity

Subrecipient Contact Full Name: Jessica Chamberlin

Subrecipient Contact Title: City Clerk/Treasurer

Subrecipient Contact Email: clerktreasurer@cityofsidneymt.com

☒ The Subrecipient Contact listed above has reviewed this Progress Report and supporting documents. The Subrecipient Contact concurs with the information provided.

Via email