

11-01-2011

Exhibit A
Scope of Services
Platte River Recovery Implementation Program
Executive Director and Staff

Task 1. Basic Duties – Maintain the Office of the Executive Director (EDO) in Central Nebraska (4411 4th Avenue, Suite 6, Kearney, Nebraska 68845) and provide the managerial, administrative, and technical assistance required of the Governance Committee to implement the Platte River Recovery Implementation Program.

Task 2. 2012 Work Plan Items – The Executive Director and staff are responsible for implementation, either directly or through oversight, of activities as defined in the 2012 Work Plan. The following lists provide an overview summary of the activities that the EDO will perform in 2012:

Provide direction and oversight and review work progress for contract conformance and payment approval for on-going work by contractors and consultants including:

- All species and physical process monitoring activities
- Sediment augmentation activities
- FSM proof of concept activities
- Permit activities for in-channel work
- Directed research activities for Adaptive Management Plan requirements
- Database management system development and maintenance activities
- ISAC and peer review activities
- Water Action Plan feasibility studies
- J2 Regulating Reservoir investigations and design/construction activities
- Ground water recharge and management investigations and implementation activities
- Directed investigations for Water Plan requirements
- Routine operations and maintenance of facilities, agricultural and range activities, and basic land management
- Land management and habitat rehabilitation projects
- Recreational Access program activities
- Special advisor activities as assigned by ED or EDO

Provide services as appropriate in the following Program areas:

- Engineering and hydrologic analyses in support of Water Plan
- Develop hydrologic conditions report monthly or in prescribed time period blocks
- Develop water purchase and lease agreements with various entities including NPPD, CPNRD, and CNPPID
- Land evaluation and acquisition services

11-01-2011

- Land management services including oversight of tenants and agricultural operations
- Implementation of Good Neighbor Policy
- Develop system-level hypothesis testing approach – spatial, temporal, sequencing, and experimental design aspects and proceed with implementation
- Develop priority list of lands for each type of experiment and integrate with other ongoing efforts and proceed with implementation

Coordinate, attend, and provide support for scheduled meetings of Governance and Finance Committees, Land, Water, Technical, and Independent Science Advisory Committees, and other ad hoc committees as they occur.

Task 3. Project Library/Archive — Maintain a library and archive of materials generated for project, collection may include hard copy and electronic materials. The materials in the archive/library will include documents and other materials from both the Cooperative Agreement Phase and Phase I of the Implementation Program.

Task 4. Other Duties — Perform other duties of the Office of the Executive Director, such as:

- Coordination and communication among Program participants
- Distribution of materials to participants
- Communication with state, federal, and local organizations as appropriate
- Prepare work plan and budget for review by the Finance Committee and approval by the Governance Committee
- Prepare agreements/contracts and amendments
- Process contractor invoices
- Coordination with Nebraska Community Foundation on contractual and financial matters
- Coordination with Platte River Recovery Implementation Foundation on land interest holding matters
- Prepare and provide outreach/public education activities for the Program
- Provide a review of Program tasks and periodically report on the status and progress of each task to the Governance Committee