



STATE OF COLORADO
Department of Natural Resources

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ORDER		*****IMPORTANT*****				
Number:	POGG1,PDAA,202400002530	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
Date:	10/19/23					
Description:	ERWSD Drought Response Plan					
Effective Date:	11/01/23	BILL TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Expiration Date:	11/01/28					
BUYER						
Buyer:		SHIP TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Email:						
VENDOR						
EAGLE RIVER WATER & SANITATION DIST 846 FOREST RD VAIL, CO 81657-5075		SHIPPING INSTRUCTIONS Delivery/Install Date: - FOB:				
Contact:	Justin Hildreth					
Phone:	970-471-1152					
VENDOR INSTRUCTIONS						
EXTENDED DESCRIPTION						
Attachments: Budget, Exhibit A (SOW), Board Approval, HR Waiver						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$11,364.66	<input type="checkbox"/>
Description: ERWSD Drought Response Plan						
This project will develop a new Drought Response Plan that incorporates updated information and recent experience to mitigate the varied risks of drought on the Eagle River Water and Sanitation District's water supply.						
As a part of this agreement, please refer to Exhibit A (dated 7/1/23) for a complete Statement of Work and Budget.						
Service From: 11/01/23		Service To: 11/01/28				
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
2	G1000		0	0.00	\$48,221.34	<input type="checkbox"/>
Description: ERWSD Drought Response Plan						



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Service From: 11/01/23

Service To: 11/01/28

TERMS AND CONDITIONS

<https://www.colorado.gov/osc/purchase-order-terms-conditions>

DOCUMENT TOTAL = \$59,586.00

Exhibit A

Statement Of Work	
Date:	July 1, 2023
Name of Grantee:	Eagle River Water and Sanitation District (District)
Name of Water Project:	Drought Response Plan
Water Project Overview:	
<p>The District's drought response plan (DRP) was originally developed in 2012. Over the last 11 years, the Colorado water supply community has gained a better understanding of how to manage and improve drought response. This project will develop a new DRP that incorporates updated information and recent experience to mitigate the varied risks of drought on the District's water supply.</p> <p>Droughts are a common natural hazard in Colorado that can be catastrophic and extremely costly. Colorado Water Plan Action Item 4.10, specifies drought resilience as essential to reducing droughts impact on the community. DRPs are an important drought resiliency tool that a water service provider can use to prepare for acute droughts or long-term chronic droughts. In addition, the District will use the DRP to prepare for other water supply emergencies including wildfires and climate change.</p> <p>The plan will identify the steps required to monitor and identify stages of drought, key trigger points in the District's system, and important response measures mitigate drought and extend water supplies. With the underlying goal of preserving the District's ability to supply water for essential public services.</p> <p>The DRP will be developed following the CWCB 2020 Drought Plan Guidance document. Generally, the process will include:</p> <ol style="list-style-type: none">1 Identifying a planning process, developing plan objectives and operating principles2 Drought Vulnerability Assessment3 Drought Monitoring4 Drought Stages, Trigger Points and Response Targets5 Drought Mitigation and Response Strategies6 Staged Drought Response Program7 Drought Response Operation Administrative Framework	

8	Plan Approval and Adoption
<p>The District will retain LRE to prepare the DRP. District staff will manage the project, organize the Drought Planning Committee and Stakeholder group, process payments, and request grant reimbursement.</p> <p>The District's existing water supply plans include a regional water supply and flow model that includes future development and climate change scenarios. The DRP will leverage the historical data sets and results of the model to inform drought monitoring, system vulnerabilities, response triggers, and management strategies.</p>	
Project Objectives:	
<p>Objectives of developing a DRP are to minimize the adverse effects of a water supply emergency by:</p> <ol style="list-style-type: none"> 1. Preserving the public water supply for essential public services and fire suppression 2. Protecting the aquatic environment from drought damage due to human water diversions and consumptive use. 3. Protecting the economy within the District to the extent practicable because the recreational based economy is dependent on available water supply and the quality of the Eagle River watershed. <p>Effective DRPs remove crisis from drought response efforts, reduce the hardship caused by water shortages, and raise public confidence in the actions taken by the District to address the water supply shortage.</p>	

Tasks	
Task 1 – Develop and Adopt Updated Drought Response Plan	
Description of Task:	
<p>Develop Drought Response plan following the CWCB 2020 Drought Plan Guidance document including the following subtasks:</p> <ol style="list-style-type: none"> 1 Identifying a planning process, developing plan objectives and operating principles 2 Drought Vulnerability Assessment 3 Drought Monitoring 4 Drought Stages, Trigger Points and Response Targets 5 Drought Mitigation and Response Strategies 6 Staged Drought Response Program 7 Drought Response Operation Administrative Framework 8 Plan Approval and Adoption 	
Method/Procedure:	

The District will retain LRE to prepare the DRP. District staff will manage the project, organize the Drought Planning Committee and Stakeholder group, process payments, and request grant reimbursement.

Subtasks include the following Methods and Procedures:

1. Planning Process, Plan Objectives, and Operating Principles

A drought planning committee will be formed that includes the important decision-makers and public official representatives. Expected members include the Director of Engineering and Water Resources, Planning and Water Resources Manager, Water Resource Engineer, Communications and Public Affairs Manager, Engineering Manager, Water Manager, Water Conservation Supervisor, and Representatives of the Board. The drought planning committee will focus on developing the objectives and operating principles and facilitate the collection and review of data and receive feedback on specific components of the DRP. The drought operating principles will reflect the water use priorities of the District and the community.

A stakeholder group will be engaged during the development of the plan. The stakeholder group will include major water users, local governments, and other special interest groups. The District Staff will manage creating the stakeholder group including contacting them, arranging meetings and compiling comments. LRE will attend the meetings to collect information and concerns for incorporation into the DRP.

2. Drought Vulnerability Assessment

The drought vulnerability assessment will analyze past and potential drought impacts to focus the DRP on adequate and appropriate responses and mitigation measures. The vulnerability assessment will include an examination of historical events including a decrease in water supplies, an increase in demands in response to less rainfall and higher outdoor evapotranspiration rates, and a decrease in use in response to drought response measures such as public education and outdoor water restrictions. The assessment will also include an analysis of the historic frequency, duration, and spatial extent of past droughts as well as characterizing demands, supply availability, storage, environmental concerns, and community impacts.

3. Monitoring

To accurately assess drought conditions and the potential severity of a drought, the District closely monitors drought indicator data including the U.S. Drought Monitor, snow water equivalent in the snowpack, reservoir levels, and streamflow. The existing drought monitoring plan procedures will be assessed for accuracy and usefulness. Any recommended improvements to the existing plan will be incorporated into the DRP and implemented by District staff.

4. Drought Stages, Triggers, and Response Targets

Develop a set of drought stages that are representative of the severity of drought and its effects on the District's system. Trigger points will be identified for each drought stage with corresponding response targets. The trigger points will include a combination of drought indicators including snowpack, reservoir levels, streamflow, and weather forecasts. The trigger points will initiate the implementation of response targets which are water use reduction goals for each drought stage. Three to five drought stages will be identified and will initiate a staged response program. The District will attempt to follow generally accepted terminology used in Colorado to assist with

messaging and simplify communication with the media and public.

The response targets will specify the level of action necessary to conserve water. The response targets will be realistic water use reduction goals and elicit the appropriate response. The targets will take into account the District's annual water use, and type of use such as irrigation or indoor, and ensure adequate water supply for essential services.

5. Drought Mitigation and Response Strategies

The drought mitigation and response strategies will include actions either before a drought to mitigate its impact before it occurs or in direct response to a drought. The mitigation strategies may include supply-side actions that focus on the management of the water supplies and water system or may include demand-side strategies that encourage reductions in their customer water demands.

6. Staged Drought Response Program

The staged drought response program will specify response measures to be implemented when a drought occurs. The measures will include actions taken by the District and by customers as identified in Task 5. The response measures will be laid out by drought stage and will increase in intensity from the initial warning stage to the most critical drought stage.

7. Drought Response Operational and Administrative Framework

Develop the operational and administrative framework for the implementation of the drought management plan. Implementation includes executing the mitigation plan when required, monitoring drought indicators on a regular basis, following drought declaration protocols, implementation and enforcement, revenue planning, monitoring the drought response effort, and making appropriate changes when necessary. The framework defines the general processes, schedule, and roles and responsibilities to facilitate an effective drought response and reduce drought related impacts.

8. Plan Approval and Adoption

Conduct the formal processes necessary to review, approve and update the DRP. This includes the public review process, CWCB staff review (review only), and the Board approval process.

Deliverable:

Drought Response Plan approved and adopted by the drought committee, stakeholder group, District Boards, and public.

Budget and Schedule

This Budget and Schedule reflects the tasks identified in the Statement of Work.

Sub Task No.	Task Description	Estimated Task Start Date	Estimated Task End Date	Grant Funding	Match Funding	Total
1	Planning Process, Plan Objectives	9/1/2023	10/1/2023	\$ 3,390.00	\$ 1,130.00	\$ 4,520.00
2	Drought Vulnerability Assessment	10/1/2023	11/1/2023	\$ 12,060.00	\$ 4,020.00	\$ 16,080.00
3	Monitoring	10/1/2023	11/1/2023	\$ 10,626.00	\$ 3,542.00	\$ 14,168.00
4	Drought Stages, Triggers, and Response	11/1/2023	12/1/2023	\$ 10,170.00	\$ 3,390.00	\$ 13,560.00
5	Drought Mitigation and Response Strat.	12/1/2023	12/31/2023	\$ 4,710.00	\$ 1,570.00	\$ 6,280.00
6	Staged Drought Response Program	1/1/2023	2/1/2023	\$ 4,710.00	\$ 1,570.00	\$ 6,280.00
7	Drought Response Operational Framework	2/1/2024	3/1/2024	\$ 11,100.00	\$ 3,700.00	\$ 14,800.00
8	Plan Approval and Adoption	3/1/2024	4/1/2024	\$ 2,820.00	\$ 940.00	\$ 3,760.00
Total				\$ 59,586.00	\$ 19,862.00	\$ 79,448.00

Reporting Requirements

Progress Reports: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order. The progress report shall describe the status of the tasks identified in the statement of work, including a description of any major issues that have occurred and any corrective action taken to address these issues.

Final Report: At completion of the project, the applicant shall provide the CWCB a final report on the applicant's letterhead that:

- Summarizes the project and how the project was completed.
- Describes any obstacles encountered, and how these obstacles were overcome.
- Confirms that all matching commitments have been fulfilled.
- Includes photographs, summaries of meetings and engineering reports/designs.

The CWCB will pay out the last 10% of the budget when the final report is completed to the satisfaction of CWCB staff. Once the final report has been accepted, and final payment has been issued, the purchase order will be closed without any further payment.

Payment

Payment will be made based on actual expenditures and must include invoices for all work completed. The request for payment must include a description of the work accomplished by task, an estimate of the percent completion for individual tasks and the entire project in relation to the percentage of budget spent, identification of any major issues, and proposed or implemented corrective actions.

Costs incurred prior to the effective date of this purchase order are not reimbursable. The last 10% of the entire grant will be paid out when the final deliverable has been received. All products, data and information developed as a result of this purchase order must be provided as part of the project documentation.

Performance Measures

Performance measures for this purchase order shall include the following:

- (a) Performance standards and evaluation: Grantee will produce detailed deliverables for each task as specified. Grantee shall maintain receipts for all project expenses and documentation of the minimum in-kind contributions (if applicable) per the budget. Per Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final report is completed to the satisfaction of CWCB staff. Once the final report has been accepted, and final payment has been issued, the purchase order will be closed without any further payment.
- (b) Accountability: Per Grant Guidelines full documentation of project progress must be submitted with each invoice for reimbursement. Grantee must confirm that all grant conditions have been complied with on each invoice. In addition, per Grant Guidelines, progress reports must be submitted at least once every 6 months. A final report must be submitted and approved before final project payment.
- (c) Monitoring Requirements: Grantee is responsible for ongoing monitoring of project progress. Progress shall be detailed in each invoice and in each progress report, as detailed above. Additional inspections or field consultations will be arranged as may be necessary.
- (d) Noncompliance Resolution: Payment will be withheld if grantee is not current on all grant conditions. Flagrant disregard for grant conditions will result in a stop work order and cancellation of the purchase order.