

**Water Supply Reserve Fund  
Water Activity Summary Sheet  
September 16-17, 2020  
Agenda Item 19(h)**

**Applicant & Grantee:** WateReuse Colorado  
**Water Activity Name:** Direct Potable Reuse WQCD Stakeholder Process Facilitation  
**Water Activity Purpose:** M&I/Study-Implementation  
**County:** Statewide  
**Drainage Basin:** Statewide  
**Water Source:** Statewide  
**Amount Requested:** \$50,000 Metro Account  
\$49,800 Statewide Account  
\$99,800 Total Request

**Matching Funds:** Basin Account Match = \$50,000

- 100% of statewide request (meets 10% min)

Applicant & 3rd Party Match (cash) = \$50,000

- 100% of the statewide request (meets 10% min)

Total Match (Basin request & Applicant Match) = \$100,000

- 200% of the statewide request (meets 50% min)

**Staff Recommendation:**

Staff recommends approval of up to \$50,000 from the Metro Account and up to \$49,800 from the Statewide Account to help fund the project: Direct Potable Reuse WQCD Stakeholder Process Facilitation.

**Water Activity Summary:** WSRF Funds, if approved will assist WateReuse Colorado and the Water Quality Control Division (WQCD) develop Colorado Direct Potable Reuse (DPR) regulations to enable Colorado communities to fully utilize their reusable supplies by initiating a formal Stakeholder Process to seek input from drinking water providers, wastewater providers, USEPA Region 8, the public and others. This project supports a professional facilitator (Contractor) to work on a robust WQCD Stakeholder Process resulting in a Water Quality Control Commission DPR rulemaking proposal for changes to Colorado’s Primary Drinking Water Regulations (Regulation 11) including supporting policy and guidance. The stakeholder process is estimated to take 18 to 24 months and entail monthly meetings with the WQCD, Steering Committee, main stakeholder group, and several technical workgroups.

**Discussion:** This effort will assist the Metro Roundtable meet the Goals and Measurable Outcomes as described in their Basin Implementation Plan to “Maintain leadership in conservation and reuse and implement additional measures to reduce water consumption rates” (SPBIP p.S-12) and a recommendation to “Implement additional reuse where practicable” (SPBIP p.S-13). In addition, this effort assists Colorado achieve the Critical Action of “Evaluate regulations to foster reuse of water

supplies while protecting health and the environments as called for in the Colorado Water Plan ” (CWP p.10-14).

**Issues/Additional Needs:** None

**Eligibility Requirements:** The application meets requirements of all eligibility components.

**Evaluation Criteria:** Staff has determined this activity satisfies the Evaluation Criteria.

| <b>Funding Sources/Match</b>       | <b>Cash</b>      | <b>In-kind</b> | <b>Total</b>     | <b>Status</b> |
|------------------------------------|------------------|----------------|------------------|---------------|
| Water Reuse Colorado               | \$20,000         | \$0            | \$20,000         | Secured       |
| Town of Castle Rock                | \$5,000          | \$0            | \$5,000          | Secured       |
| Denver Water                       | \$5,000          | \$0            | \$5,000          | Secured       |
| South Metro Water Supply Authority | \$5,000          | \$0            | \$5,000          | Secured       |
| City of Thornton                   | \$5,000          | \$0            | \$5,000          | Secured       |
| City of Aurora                     | \$5,000          | \$0            | \$5,000          | Secured       |
| Jacobs Engineering Group           | \$2,500          | \$0            | \$2,500          | Secured       |
| Carollo Engineers                  | \$2,000          | \$0            | \$2,000          | Secured       |
| MSK Consulting                     | \$500            | \$0            | \$500            | Secured       |
| Sub-total                          | \$50,000         | \$0            | \$50,000         |               |
| WSRF Metro Account                 | \$50,000         | \$0            | \$50,000         | Secured       |
| Sub-total                          | \$100,000        | \$0            | \$100,000        |               |
| WSRF Statewide Account             | \$49,800         | n/a            | \$49,800         |               |
| <b>Total Project Costs</b>         | <b>\$149,800</b> | <b>\$0</b>     | <b>\$149,800</b> |               |

**CWCB Project Manager:** Kevin Reidy

June 22, 2020

Craig Godbout - WSRF Application  
Colorado Water Conservation Board  
1313 Sherman St., Room 721  
Denver, CO 80203

Re: Metro Roundtable support for WSRF Basin and Statewide Funds for WaterReuse Colorado's *Direct Potable Reuse WQCD Stakeholder Process Facilitation* project

The Roundtable underwent an evaluation and approval process and is supportive of WaterReuse Colorado's project to hire a facilitator to complete a formal Water Quality Control Division (WQCD) stakeholder process that will result in a Water Quality Control Commission direct potable reuse (DPR) rulemaking proposal including supporting policy and guidance. Metro Roundtable support of this project was unanimous. The application fully meets the Metro Roundtable WSRF Guidelines and WSRF Grant Program Criteria.

Meeting Colorado's water needs is an increasingly difficult challenge, requiring new thinking and nontraditional supplies. The Colorado's Water Plan recognizes this reality, with its emphasis on water conservation and water reuse, and in particular, an acknowledgment of the role that potable water reuse will necessarily play in our state's future water supply portfolio. The project is designed to facilitate the safe and effective adoption of direct potable reuse in Colorado, using legally reusable water supplies, as another option to help meet growing municipal demands.

Upon review and consideration of WaterReuse Colorado's proposal, the Metro Roundtable unanimously voted to approve the full \$50,000 of Metro Basin WSRF funds requested by the applicant. The Metro Roundtable also voted to approve support for a Statewide WSRF fund grant of \$49,800 towards the project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Barbara Biggs".

Barbara Biggs, Chair  
Metro Roundtable



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**Colorado Water Conservation Board**  
**Water Supply Reserve Fund**  
**Grant Application**

**Instructions**

All WSRF grant applications shall conform to the current [2016 WSRF Criteria and Guidelines](#).

To receive funding from the WSRF, a proposed water activity must be approved by a Roundtable(s) **AND** the Colorado Water Conservation Board (CWCB). The process for Roundtable consideration and recommendation is outlined in the 2016 WSRF Criteria and Guidelines. The CWCB meets bimonthly according to the schedule on page 2 of this application.

If you have questions, please contact the current CWCB staff Roundtable liaison:

|   |   |  |
|---|---|--|
| <b>Arkansas</b><br><br>Ben Wade<br><a href="mailto:ben.wade@state.co.us">ben.wade@state.co.us</a><br>303-866-3441 x3238 | <b>Gunnison   North Platte  <br/>         South Platte   Yampa/White</b><br><br>Craig Godbout<br><a href="mailto:craig.godbout@state.co.us">craig.godbout@state.co.us</a><br>303-866-3441 x3210 | <b>Colorado   Metro   Rio Grande  <br/>         Southwest</b><br><br>Megan Holcomb<br><a href="mailto:megan.holcomb@state.co.us">megan.holcomb@state.co.us</a><br>303-866-3441 x3222 |
|---|---|--|

**WSRF Submittal Checklist (Required)**

|  |   |
|--|---|
| Pending  | I acknowledge this request was recommended for CWCB approval by the sponsoring roundtable.                                |
| X  | I acknowledge I have read and understand the <a href="#">2016 WSRF Criteria and Guidelines</a> .                          |
| X  | I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> . <sup>(1)</sup> |
| <b>Application Documents</b>   |   |
| X  | Exhibit A: Statement of Work <sup>(2)</sup> ( <i>Word – see Template</i> )  |
| X  | Exhibit B: Budget & Schedule <sup>(2)</sup> ( <i>Excel Spreadsheet – see Template</i> )                                   |
| X  | Exhibit C: Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(2)</sup>                            |
| NA   | Map <sup>(2)</sup>  |
| NA   | Photos/Drawings/Reports   |
| X  | Exhibit D: Letters of Support (Metro, South Platte, and Colorado Basin Roundtable letters)                                |
| <b>Contracting Documents<sup>(3)</sup> <u>Will work with CWCB Project Manager to Provide Contracting Documents</u></b> |   |
|  | Detailed/Itemized Budget <sup>(3)</sup> ( <i>Excel Spreadsheet – see Template</i> )                                       |
|  | Certificate of Insurance <sup>(4)</sup> ( <i>General, Auto, &amp; Workers' Comp.</i> )                                    |
|  | Certificate of Good Standing <sup>(4)</sup>   |
|  | W-9 Form <sup>(4)</sup>   |
|  | Independent Contractor Form <sup>(4)</sup> ( <i>If applicant is individual, not company/organization</i> )                |
|  | Electronic Funds Transfer (ETF) Form <sup>(4)</sup>   |

(1) Click "Grant Agreements". For reference only/do not fill out or submit/required for contracting

(2) Required with application if applicable.

(3) Additional documentation providing a Detailed/Itemized Budget maybe required for contracting.

Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.



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(4) Required for contracting. While optional at the time of this application, submission can expedite contracting upon CWCB Board approval.

| Schedule     |                             |                              |
|--------------|-----------------------------|------------------------------|
| CWCB Meeting | Application Submittal Dates | Type of Request              |
| January      | December 1                  | Basin Account; BIP           |
| March        | February 1                  | Basin/Statewide Account; BIP |
| May          | April 1                     | Basin Account; BIP           |
| July         | June 1                      | Basin Account; BIP           |
| September    | August 1                    | Basin/Statewide Account; BIP |
| November     | October 1                   | Basin Account/BIP            |

| Desired Timeline                |                    |
|---------------------------------|--------------------|
| Desired CWCB Hearing Month:     | September          |
| Desired Notice to Proceed Date: | ~ October 30, 2020 |

| Water Activity Summary                         |  |
|--|--|
| Name of Applicant                              | WaterReuse Colorado  |
| Name of Water Activity                         | Direct Potable Reuse WQCD Stakeholder Process Facilitation |
| Approving Roundtable(s)                        | Basin Account Request(s) <sup>(1)</sup>                    |
| Metro Roundtable                               | \$50,000   |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Basin Account Request Subtotal                 | \$50,000   |
| Statewide Account Request <sup>(1)</sup>       | \$49,800   |
| Total WSRF Funds Requested (Basin & Statewide) | \$99,800   |
| Total Project Costs                            | \$149,800  |

(1) Please indicate the amount recommended for approval by the Roundtable(s)



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| Grantee and Applicant Information             |  |
|---|--|
| Name of Grantee(s)                            | WateReuse Association (contracting agent)  |
| Mailing Address                               | 1199 North Fairfax Street, Suite 900, Alexandria, VA 22314                         |
| FEIN  | 68-0235568   |
| Grantee's Organization Contact <sup>(1)</sup> | Pat Sinicropi  |
| Position/Title                                | Executive Director   |
| Email   | <a href="mailto:psinicropi@watereuse.org">psinicropi@watereuse.org</a>             |
| Phone   | (571) 445-5500 (main)  |
| Grant Management Contact <sup>(2)</sup>       | Monique Ford   |
| Position/Title                                | Accounting Manager   |
| Email   | MFord@watereuse.org  |
| Phone   | (571) 445-5500 (main)  |
| Name of Applicant (if different than grantee) | WateReuse Colorado (applicant is state section of national WateReuse Association). |
| Mailing Address                               | c/o Austa Parker, 1600 W 12 <sup>th</sup> Ave Denver, CO 80204                     |
| Position/Title                                | President, WateReuse Colorado  |
| Email   | <a href="mailto:Austa.Parker@denverwater.org">Austa.Parker@denverwater.org</a>     |
| Phone   | 864-350-3730   |

**(1)** Person with signatory authority

**(2)** Person responsible for creating reimbursement invoices (Invoice for Services) and corresponding with CWCB staff.

| Description of Grantee   |
|--|
| Provide a brief description of the grantee's organization (100 words or less).   |
| <p>WateReuse Colorado (WRCO) is the state section of the national WateReuse Association. WateReuse Colorado is comprised of a broad range of reuse professionals, including the state's preeminent voices in water reuse – municipal water providers, users of recycled water, engineering consultants, regulators, non-profits, and researchers. Our primary objectives include supporting the mission of the WateReuse Association<sup>1</sup>, advocating for legislation and regulations that facilitate appropriate water reuse, promoting safe and effective reuse throughout Colorado, and improving public understanding of water reuse.</p> <p><sup>1</sup> The mission of the national WateReuse Association is to educate the public on the importance of reusing water and to advocate for policy, laws and funding to increase water reuse in communities across the United States.</p> |



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| Type of Eligible Entity (check one) |   |
|-------------------------------------|---|
|                                     | <b>Public (Government):</b> municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient. |
|                                     | <b>Public (Districts):</b> authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises  |
|                                     | <b>Private Incorporated:</b> mutual ditch companies, homeowners associations, corporations  |
|                                     | <b>Private Individuals, Partnerships, and Sole Proprietors:</b> are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.  |
| X                                   | <b>Non-governmental organizations:</b> broadly, any organization that is not part of the government   |
|                                     | <b>Covered Entity:</b> as defined in <a href="#">Section 37-60-126 Colorado Revised Statutes</a>  |

| Type of Water Activity (check one) |   |
|------------------------------------|---|
| X                                  | Study   |
| X                                  | Implementation [of Water Plan Critical Action to “Evaluate regulations to foster reuse of water supplies while protecting health and the environments” (CWP p.10-14)] |

| Category of Water Activity (check all that apply) |                                |
|---|--------------------------------|
|   | Nonconsumptive (Environmental) |
|   | Nonconsumptive (Recreational)  |
|   | Agricultural                   |
| X   | Municipal/Industrial           |
|   | Needs Assessment               |
|   | Education & Outreach           |
|   | Other      Explain:            |

| Location of Water Activity   |  |
|--|--|
| Please provide the general county and coordinates of the proposed activity below in <b>decimal degrees</b> . The Applicant shall also provide, in Exhibit C, a site map if applicable. |  |
| County/COUNTIES  | This project is designed to foster the reuse of legally reusable water supplies to help meet Colorado’s M&I water supply gap. While the majority of reuse is expected to be implemented along Colorado’s Front Range, the project is focused on statewide regulations. |
| Latitude   |  |
| Longitude  |  |

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**Water Activity Overview**

Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, area of habitat improvements. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.

Many Colorado communities are currently unable to fully utilize their reusable water supplies so interest in direct potable reuse (DPR), recycling treated wastewater to create a new high-quality, safe and reliable drinking water supply, is growing. No federal or Colorado State DPR regulations currently exist, so utilities face uncertainty regarding design, operational, and cost requirements. WaterReuse Colorado (WRCO) recently completed a multi-year collaborative project that resulted in the National Water Research Institute’s *Guidelines for Direct Potable Reuse in Colorado (Guidelines)*. The *Guidelines* are a detailed proposal for Colorado DPR regulations, policy and guidance, including technical research documentation. Prior to a Water Quality Control Commission (WQCC) Rulemaking, the Water Quality Control Division (WQCD) must initiate a formal Stakeholder Process to seek input from drinking water providers, wastewater providers, USEPA Region 8, the public and others. This project supports a professional facilitator (Contractor) to work on a robust WQCD Stakeholder Process resulting in a WQCC DPR rulemaking proposal for changes to Colorado’s Primary Drinking Water Regulations (Regulation 11) including supporting policy and guidance. Due to the complexity of the *Guidelines*, the stakeholder process is estimated to take 18 to 24 months and entail monthly meetings with the WQCD, Steering Committee, main stakeholder group, and several technical workgroups.

**Measurable Results**

|   |   |
|---|---|
| To catalog measurable results achieved with WSRF funds please provide any of the following values.  |   |
|   | New Storage Created (acre-feet)   |
| Assist in achieving 60,000 AF of reuse of South Platte unused reusable return flows (per SPROWG study) and 23,000 to 32,000 AF of Arkansas Basin reuse IPPs identified in SWSI 2010 | New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive |
|   | Existing Storage Preserved or Enhanced (acre-feet)  |
|   | Length of Stream Restored or Protected (linear feet)  |
|   | Efficiency Savings (indicate acre-feet/year OR dollars/year)                                |
|   | Area of Restored or Preserved Habitat (acres)   |
|   | Length of Pipe/Canal Built or Improved  |
|   | Other   Explain:  |



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### Water Activity Justification

Provide a description of how this water activity supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the respective [Roundtable Basin Implementation Plan and Education Action Plan](#) <sup>(1)</sup>. The Applicant is required to reference specific needs, goals, themes, or Identified Projects and Processes (IPPs), including citations (e.g. document, chapters, sections, or page numbers).

For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in [2016 WSRF Criteria and Guidelines](#)).

The project conforms to the [CWP framework](#) (CWP p.9-43 to 9-44). It helps meet reuse and other goals identified in the BIPs, is collaborative with multiple benefits, involves a broad set of local stakeholders (including regulators, water providers, conservation organizations and others), addresses the M&I gap, is identified as part of the no-and low-regrets scenario planning process ("Implement water reuse strategies"). The project is sustainable and helps meet CWP conservation goals, avoids adverse environmental impacts, and maximizes the use of water resources (through reuse). The project is cost-effective and leverages contributions and in-kind inputs from numerous stakeholders. One of the "actions" in the reuse section of the plan is "Clarify the regulatory environment: Over the next two years, the CWCB and the CDPHE will work with stakeholders to examine the application of water quality regulations to reuse water. The aim will be to identify potential change that fosters permanent growth in the reuse of limited water supplies, and that protects health and the environment" (CWP p.6-81). Water Plan Critical Actions include "Evaluate regulations to foster reuse of water supplies while protecting health and the environments" (CWP p.10-14). The [South Platte BIP](#) (SPBIP), where much additional reuse will occur, includes a solution to "Maintain leadership in conservation and reuse and implement additional measures to reduce water consumption rates" (SPBIP p.S-12) and a recommendation to "Implement additional reuse where practicable" (SPBIP p.S-13). The SPBIP's vision for meeting the east slope municipal gap includes "Reaching enhanced levels of municipal conservation and reuse" (SPBIP p.1-20). The SPBIP includes 13 reuse-specific IPPs (SPBIP Table 4-10, p.4-25) as well as agricultural transfer and transbasin IPPs where supplies could likely be further stretched to meet additional demands via reuse. The [Arkansas BIP](#) says "The unmet demands for both municipal and agricultural future demands will have to be met from better management of existing supplies including reuse of transbasin water supplies to the maximum potential importance of reusing transbasin water supplies to the maximum potential..." (Ark BIP p.108). The [Colorado BIP](#) theme 4 is to "Encourage a high level of basinwide conservation" stating "Although many stakeholders within the Basin have begun to embrace the importance of conservation, more conservation, efficiency and reuse efforts are needed" (COBIP p. 16). The Colorado BIP also says, that from a policy perspective "TMDs should be the last "tool" considered as a water supply solution,....- and once everything that can be done to conserve and reuse water has been undertaken" (CO BIP p.18). The [Gunnison BIP](#) states "Entities must first reuse all legally available reusable water supplies to the maximum extent possible prior to further development of Colorado River System water" (Gun BIP p.42). The [Southwest BIP](#) states "Municipalities receiving water from a new TMD will fully develop their existing water supplies within their basin (such as reuse strategies, storage, etc.)" (SWBIP p.101) and "The Roundtable continues to firmly believe that conservation and reuse must be a major means to reduce demand and address future gaps and that no TMD should proceed unless high level conservation goals are achieved" (SWBIP p.102). [SWSI 2010](#) says "Providing an adequate water supply for Colorado's citizens, agriculture, and the environment will involve implementing a mix of local water projects and processes, conservation, reuse, agricultural transfers, and the development new water supplies, all of which should be pursued concurrently" (SWSI p.1-1). SWSI identifies 43,000 – 61,000 acre-feet of supplies from reuse IPPs in the Arkansas, Metro and South Platte Basins (SWSI Table 5-1, p.5-5).

(1) Access Basin Implementation Plans or Education Action Plans from Basin drop down menu.

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| Matching Requirements: Basin Account Requests   |  |
|---|--|
| <p><b>Basin (only) Account</b> grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3<sup>rd</sup> party and shall be accompanied by a <b>letter of commitment</b> as described in the 2016 WSRF Criteria and Guidelines (submitted on the contributing entity's letterhead). Attach additional sheet if necessary.</p> |  |
| Contributing Entity   | Amount and Form of Match<br>(note cash or in-kind) |
|   |  |
| Total Match   |  |
| If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.  | No waiver requested                                |

| Matching Requirements: Statewide Account Requests   |   |
|---|---|
| <p><b>Statewide Account</b> grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3<sup>rd</sup> party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3<sup>rd</sup> party) and shall be accompanied by a <b>letter of commitment</b>. Attach additional sheet if necessary.</p> |   |
| Contributing Entity   | Amount and Form of Match<br>(note cash or in-kind): |
| Metro Roundtable Basin WSRF Grant   | \$50,000  |
| WaterReuse Colorado   | \$20,000  |
| Town of Castle Rock   | \$5,000   |
| Denver Water  | \$5,000   |
| South Metro Water Supply Authority  | \$5,000   |
| City of Thornton  | \$5,000   |
| City of Aurora  | \$5,000   |
| Jacobs  | \$2,500   |
| Carollo Engineers   | \$2,000   |
| MSK Consultants   | \$500   |
| Total Match   | \$100,000   |
| If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).  | No waiver requested                                 |



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**Related Studies**

Please provide a list of any related studies, including if the water activity is complimentary to or assists in the implementation of other CWCB programs.

This project is the final step necessary prior to a WQCC Rulemaking to implement new DPR regulations for Colorado. It will rely heavily on the final report from WRCO's recently completed project "Development of Colorado Guidelines for Direct Potable Reuse" (Guidelines Project), accessible at [Guidelines for Direct Potable Reuse in Colorado](#).

The Guidelines Project built off of WRCO's earlier project that developed a high level DPR regulatory framework proposal; an outreach and education plan and messaging for communities considering DPR; and planning tools to help Colorado utilities assess DPR as a potential supply option. Phase I reports can be downloaded at: <https://watereuse.org/sections/watereuse-colorado/>.

Additional related studies include a 2011 WSRA funded project "Demonstration of Membrane Zero Liquid Discharge Process for Drinking Water Systems" and a 2015 white paper "Considering the Implementation of Direct Potable Reuse in Colorado". A May 2015 Colorado Direct Potable Reuse Workshop, supported in part by WateReuse Colorado, was also held in association with the DPR white paper.

**Previous CWCB Grants**

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order

2018 - Development of Colorado Guidelines for Direct Potable Reuse

- 1) WateReuse Colorado (contracting agent is WateReuse Association)
- 2) "Development of Colorado Guidelines for Direct Potable Reuse"
- 3) Approving Roundtables: Letters of Support provided by: Metro, Colorado, South Platte
- 4) CWCB Water Plan Grant approval was given at January 27, 2018 board meeting
- 5) Purchase order number: POGG1 PDAA 201800000738

2016 - Advancing Direct Potable Reuse to Optimize Water Supplies and Meet Future Demands

- 1) WateReuse Colorado (contracting agent is WateReuse Association)
- 2) "Advancing Direct Potable Reuse to Optimize Water Supplies and Meet Future Demands"
- 3) Approving Roundtables: Basin grants provided by: Metro, Colorado, South Platte, North Platte
- 4) CWCB grant approval was given at March 16, 2016 board meeting
- 5) Contract number: CTGG1 2016-2037

**Tax Payer Bill of Rights**

The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant.

WateReuse Colorado and the WateReuse Association do not anticipate any TABOR issues.



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| <b><u>Colorado Water Conservation Board</u></b>  |  |
|--|--|
| <b>Water Supply Reserve Fund</b>   |  |
| <b><u>Exhibit A - Statement of Work</u></b>  |  |
| <b>Date:</b>   | 05/07/2020   |
| <b>Water Activity Name:</b>  | Direct Potable Reuse WQCD Stakeholder Process Facilitation |
| <b>Grant Recipient:</b>  | WateReuse Colorado   |
| <b>Funding Source:</b>   | Metro Roundtable WSRF Basin Grant and Statewide WSRF Grant |
| <b>Water Activity Overview:</b> (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.)   |  |
| <p>Many Colorado communities are currently unable to fully utilize their reusable water supplies so interest in direct potable reuse (DPR), recycling treated wastewater to create a new high-quality, safe and reliable drinking water supply, is growing. No federal or Colorado State DPR regulations currently exist, so utilities face uncertainty regarding design, operational, and cost requirements. WateReuse Colorado (WRCO) recently completed a multi-year collaborative project that resulted in the National Water Research Institute's <i>Guidelines for Direct Potable Reuse in Colorado (Guidelines)</i>. The <i>Guidelines</i> are a detailed proposal for Colorado DPR regulations, policy and guidance, including technical research documentation. Prior to a Water Quality Control Commission (WQCC) Rulemaking, the Water Quality Control Division (WQCD) must initiate a formal Stakeholder Process to seek input from drinking water providers, wastewater providers, USEPA Region 8, the public and others. This project supports a professional facilitator (Contractor) to work on a robust WQCD Stakeholder Process resulting in a WQCC DPR rulemaking proposal for changes to Colorado's Primary Drinking Water Regulations (Regulation 11) including supporting policy and guidance. Due to the complexity of the <i>Guidelines</i>, the stakeholder process is estimated to take 18 to 24 months and entail monthly meetings with the WQCD, Steering Committee, main stakeholder group, and several technical workgroups.</p> |  |
| <b>Objectives:</b> (List the objectives of the project)  |  |
| <p>Initiate and complete a robust Stakeholder Process that results in a WQCC DPR rulemaking proposal including changes to Colorado's Primary Drinking Water Regulations (Regulation 11) and supporting policy and guidance.</p>  |  |



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| Tasks   |
|---|
| Provide a detailed description of each task using the following format:   |
| <b>Task 1 – Project Approach and Stakeholder Process Development</b>  |
| Description of Task:  |
| <p>Working collaboratively with key stakeholders, the Contractor will develop and refine the overall stakeholder process. While diverse stakeholders have been involved in developing a preliminary regulatory framework for DPR (the <i>Guidelines</i>), it is imperative that others are brought to the table to further develop and refine potential rules. The Contractor will work with stakeholders to get agreement on overall process design (including meeting schedules, logistics, etc.) as well as a timetable for specific substantive issues within this process.</p>   |
| Method/Procedure:   |
| <ul style="list-style-type: none"> <li>• Meet with Colorado Department of Public Health and Environment (CDPHE) WQCD leadership team and key stakeholders to clarify expectations and better understand the project's background, scope and expectations</li> <li>• Review background materials and develop interview guide/questions, develop list of key stakeholders to interview and identify possible Steering Committee members</li> <li>• Interview key leadership including water providers, wastewater treaters, EPA, and other stakeholders to better understand key issues, challenges and opportunities</li> <li>• Develop and refine preliminary project approach, including the communications plan and preliminary meeting schedule and topics, and review with Steering Committee.</li> <li>• Develop a stakeholder notifications schedule and coordinate with CDPHE staff to notify stakeholders about the meeting schedule and process</li> </ul> |
| Grantee Deliverable: (Describe the deliverable the grantee expects from this task)  |
| <ul style="list-style-type: none"> <li>• Interview guide – This will be a list of questions prepared in advance of interviewing key stakeholders</li> <li>• List of stakeholders interviewed and summary (non-attributed) of interview themes</li> <li>• Communications plan</li> <li>• Meeting schedule and topics</li> <li>• Steering Committee member list</li> </ul>  |
| CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)  |
| <ul style="list-style-type: none"> <li>• Grantee deliverables listed above will be provided upon request.</li> </ul>  |



Last Update: January 9, 2018

| Tasks   |
|---|
| Provide a detailed description of each task using the following format:   |
| <b>Task 2 - Monthly Stakeholder Meeting Facilitation</b>  |
| Description of Task:  |
| <p>The Contractor will work with the Steering Committee and key CDPHE staff to develop and refine agendas and materials required for the monthly meetings. The Contractor will remain neutral, always looking for ways to develop consensus and identify agreements reached. Best practices and techniques will be utilized to facilitate these meetings including developing agreed-upon operating principles, making sure that all points of view are heard in a respectful manner, and that meetings are run efficiently. The Contractor will be responsible for reserving and ensuring that the meeting room, technology, and refreshments are conducive for group achievement. CDPHE staff will be responsible for taking notes for the meeting summary, and the Contractor will help CDPHE review and refine the summary.</p> |
| Method/Procedure:   |
| <ul style="list-style-type: none"> <li>• Develop and refine agendas and materials with key CDPHE staff and the Steering Committee for monthly plenary meetings</li> <li>• Reserve meeting space, ensure necessary technology is available, and provide refreshments</li> <li>• Facilitate monthly plenary meetings</li> <li>• Assist in the development of meeting summaries for plenary meetings</li> </ul>  |
| Grantee Deliverable: (Describe the deliverable the grantee expects from this task)  |
| <ul style="list-style-type: none"> <li>• Sign in sheets for all meetings</li> <li>• Meeting summaries</li> </ul>  |
| CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)  |
| <ul style="list-style-type: none"> <li>• Grantee deliverables listed above will be provided upon request.</li> </ul>  |



Last Update: January 9, 2018

| Tasks  |
|--|
| Provide a detailed description of each task using the following format:  |
| <b>Task 3 - Technical Working Group Facilitation</b>   |
| Description of Task:   |
| <p>Throughout the regulatory development process, the Contractor will facilitate technical Working Group meetings as deemed necessary by CDPHE, the Steering Committee, and other Stakeholders. The contractor will work with Working Groups and key staff to develop and refine agendas and materials required for meetings. The Contractor will remain neutral, always looking for ways to develop consensus and identify agreements reached. Best practices and techniques will be utilized to facilitate these meetings including developing agreed-upon operating principles, making sure that all points of view are heard in a respectful manner, and that meetings are run efficiently. The Contractor will be responsible for reserving and ensuring that the meeting room, technology, and refreshments are conducive for group achievement. CDPHE staff will be responsible for taking notes for the meeting summary, and the Contractor will help CDPHE review and refine the summary.</p> |
| Method/Procedure:  |
| <ul style="list-style-type: none"> <li>• Develop and refine agendas and materials with key CDPHE staff for Working Group, and any subcommittee, meetings</li> <li>• Reserve meeting space, ensure necessary technology is available, and provide refreshments</li> <li>• Facilitate technical Working Group meetings</li> <li>• Assist in the development of meeting summaries</li> </ul>  |
| Grantee Deliverable: (Describe the deliverable the grantee expects from this task)   |
| <ul style="list-style-type: none"> <li>• Sign in sheets for all meetings</li> <li>• Meeting summaries</li> </ul>   |
| CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)   |
| <ul style="list-style-type: none"> <li>• Grantee deliverables listed above will be provided upon request.</li> </ul>   |



Last Update: January 9, 2018

| Tasks  |
|--|
| Provide a detailed description of each task using the following format:  |
| <b>Task 4 - Project Management &amp; Coordination with CDPHE</b>   |
| Description of Task:   |
| <p>The Contractor will work closely with key CDPHE staff to ensure the Stakeholder Process results in a WQCC DPR rulemaking proposal including changes to Colorado’s Primary Drinking Water Regulations (Regulation 11) and supporting policy and guidance. Weekly meetings will be scheduled and utilized on an as-needed basis.</p>  |
| Method/Procedure:  |
| <ul style="list-style-type: none"> <li>• Meet weekly (as needed) with key CDPHE leadership to coordinate the work of the Stakeholders and technical Working Groups</li> <li>• Work with CDPHE to ensure the stakeholder process results in the information they need to for a WQCC DPR rulemaking proposal, including changes to Colorado’s Primary Drinking Water Regulations (Regulation 11) and supporting policy and guidance</li> </ul> |
| Grantee Deliverable: (Describe the deliverable the grantee expects from this task)   |
| <ul style="list-style-type: none"> <li>• Meeting dates and times when meetings were held, and meeting notes where appropriate</li> <li>• A CDPHE DPR regulatory proposal to initiate a WQCC DPR Rulemaking and supporting Guidance and Policy changes</li> </ul>   |
| CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)   |
| <ul style="list-style-type: none"> <li>• A CDPHE DPR regulatory proposal to initiate a WQCC DPR Rulemaking and supporting Guidance and Policy changes</li> </ul>   |





Last Update: January 9, 2018

| Tasks   |
|---|
| Provide a detailed description of each task using the following format:   |
| <b>Task 5 - Grant Management, Invoicing and Reporting</b>   |
| Description of Task:  |
| <p>The Contractor will be responsible for ensuring work is being completed in an efficient manner and consistent with the project budget. The Contractor will complete all project invoicing and reporting consistent with CWCB requirements. Six-month Progress Reports and a Final Report will be developed.</p>  |
| Method/Procedure:   |
| <ul style="list-style-type: none"> <li>• Contractor will provide invoices to WaterReuse Colorado for review and approval. Once approved, WaterReuse Colorado will be responsible for submitting invoices to the WaterReuse Association and the CWCB.</li> <li>• Contractor will provide Progress Reports every six months and a Final Report at the end of the project to WaterReuse Colorado for review and approval. Once approved, WaterReuse Colorado will be responsible for submitting Progress Reports and the Final Report to the CWCB and Metro Roundtable.</li> </ul> |
| Grantee Deliverable: (Describe the deliverable the grantee expects from this task)  |
| <ul style="list-style-type: none"> <li>• Invoices with current and cumulative task tracking, including CWCB grant portion breakdown</li> <li>• Six-month Progress Reports</li> <li>• Final Project Report</li> </ul>  |
| CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)  |
| <ul style="list-style-type: none"> <li>• Invoices with current and cumulative task tracking, including CWCB grant portion breakdown</li> <li>• Six-month Progress Reports</li> <li>• Final Project Report</li> </ul>  |



Last Update: January 9, 2018

### Budget and Schedule

**Exhibit B - Budget and Schedule:** This Statement of Work shall be accompanied by a combined [Budget and Schedule](#) that reflects the Tasks identified in the Statement of Work and shall be submitted to CWCB in [excel format](#). A separate [excel formatted](#) Budget is required for engineering costs to include rate and unit costs.

### Reporting Requirements

**Progress Reports:** The grantee shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order, or the execution of a contract. 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. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.

**Final Report:** At completion of the project, the grantee shall provide the CWCB a Final Report on the grantee'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.

### Payments

Payment will be made based on actual expenditures, must include invoices for all work completed and must be on grantee's letterhead. 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.

The CWCB will pay the last 10% of the entire water activity 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 water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

### Performance Requirements

Performance measures for this contract 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 in Exhibit B. Per Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final deliverable is completed to the satisfaction of CWCB staff. Once the final deliverable has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.
- (b) Accountability: Per the 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 the 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 per Exhibit A. 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 Grant Agreement.



**COLORADO**  
 Colorado Water  
 Conservation Board  
 Department of Natural Resources

**Colorado Water Conservation Board**

**Water Supply Reserve Fund**

**EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs**

**Date:** 05/07/2020

**Water Activity Name:** Direct Potable Reuse WQCD Stakeholder Process Facilitation

**Grantee Name:** WaterReuse Colorado

| <u>Task No.</u> <sup>(1)</sup> | <u>Description</u>   | <u>Start Date</u> <sup>(2)</sup> | <u>End Date</u> | <u>Matching Funds</u><br>(cash) <sup>(3)</sup> | <u>WSRF Funds</u><br>(Basin & Statewide combined) <sup>(3)</sup> | <u>Total Cost</u> |
|--------------------------------|--|----------------------------------|-----------------|--|--|-------------------|
| 1                              | Project Approach and Stakeholder Process Development               | 11/1/2020                        | 1/31/2021       | \$7,377  | \$14,723   | \$22,100          |
| 2                              | Monthly Stakeholder Meeting Facilitation                           | 12/1/2020                        | 4/30/2022       | \$16,035                                       | \$32,005   | \$48,040          |
| 3                              | Technical Working Group Facilitation                               | 1/1/2021                         | 4/30/2022       | \$17,453                                       | \$34,837   | \$52,290          |
| 4                              | Project Management & Coordination with CDPHE                       | 11/1/2020                        | 4/30/2022       | \$3,461  | \$6,909  | \$10,370          |
| 5                              | Grant Management, Invoicing and Reporting (100 hours @ \$170/hour) | 11/1/2020                        | 4/30/2022       | \$5,674  | \$11,326   | \$17,000          |
| <b>Total</b>                   |  |                                  |                 | <b>\$50,000</b>                                | <b>\$99,800</b>  | <b>\$149,800</b>  |

(1) The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below) where the total WSRF Grant contribution towards that task

(2) Round values up to the nearest hundred dollars.

• Additional documentation providing a Detailed/Itemized Budget may be required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of the CWCB staff project manager. Once the Final Report has been accepted, the final payment has been issued, the water activity and purchase order (PO) or contract will be closed without any further payment. Any entity that fails to complete a

• Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution

***THE COLORADO BASIN ROUNDTABLE***  
***C/O P.O. BOX 1120***  
***GLENWOOD SPRINGS, COLORADO***  
***81602***

June 22, 2020

Craig Godbout  
Colorado Water Conservation Board  
Water Supply Planning Section  
1313 Sherman Street, Room 721  
Denver, CO 80203  
[craig.godbout@state.co.us](mailto:craig.godbout@state.co.us)

Dear Craig:

The Colorado Basin Roundtable voted unanimously on May 18, 2020 to support WaterReuse Colorado's project to hire a facilitator to complete a formal Water Quality Control Division stakeholder process that will result in a Water Quality Control Commission direct potable reuse (DPR) rulemaking proposal including supporting policy and guidance. WaterReuse Colorado is requesting \$50,000 of Metro Basin WSRF funds and \$49,800 of Statewide WSRF funds.

The CBRT Basin Implementation Plan calls for Colorado to best use its existing water supplies as a major initiative to meet our growing population. We know the greatest benefits of this project will be on the Front Range, which is exactly as it should be as that is where reuse potential is centered and where the gap is the greatest. The greater degree that Colorado municipalities conserve and reuse water, especially transmountain water, the less pressure there should be on irrigation water and the Colorado River. Therefore we support this cross-basin effort to prepare the public for the benefits of reuse.



Jason V. Turner  
Chair, Colorado Basin Roundtable

## SOUTH PLATTE BASIN ROUNDTABLE

June 22, 2020

Craig Godbout  
Colorado Water Conservation Board  
1313 Sherman St., Room 718  
Denver, CO 80203

\*\*Via email to [craig.godbout@state.co.us](mailto:craig.godbout@state.co.us)\*\*

Re: South Platte Basin Roundtable Letter of Support for WateReuse Colorado's *Direct Potable Reuse WQCD Stakeholder Process Facilitation* project

Dear Craig,

At the June 2020 meeting of the South Platte Basin Roundtable reviewed the WateReuse application and received a presentation on the above referenced project. A quorum was present at the meeting. The South Platte Basin Roundtable voted unanimously to support WateReuse Colorado's (WRCO) project to hire a facilitator to complete a formal Water Quality Control Division (WQCD) stakeholder process that will result in a Water Quality Control Commission direct potable reuse (DPR) rulemaking proposal including supporting policy and guidance. This project will build upon past WRCO projects, which were supported by our Roundtable. WRCO is requesting a Metro Basin WSRF grant of \$50,000 and a Statewide WSRF grant of \$49,800.

The proposed WRCO project addresses the South Platte Basin Implementation Plan (SPBIP) emphasis to "Maintain leadership in conservation and reuse and implement additional measures to reduce water consumption rates". Specifically the project will help meet SPBIP measurable outcomes that include to "Support strategies that reduce traditional permanent dry-up of irrigated acreage through implementation of other solutions including conservation, reuse..." and "Enhance current levels of municipal water reuse...".

Sincerely,



Garrett Varra, Chair  
South Platte Basin Roundtable