
Exhibit A

Scope of Work

2026 Regional Water Plans

NOTE:

***SCOPE OF WORK TO BE AMENDED TO INCORPORATE REMAINING PLANNING TASKS
NECESSARY TO COMPLETE THE 2026 REGIONAL WATER PLANS AT A LATER DATE.***

June 2021

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Table of Contents¹

Task 1- Planning Area Description	4
Task 2A - Non-Municipal Water Demand Projections.....	5
Task 2B - Population and Municipal Water Demand Projections	6
Task 8 - Recommendations Regarding Unique Stream Segments and/or Reservoir Sites and Legislative & Regional Policy Issues	9
Task 10 - Public Participation and Plan Adoption	10

¹ Requirements for each task are further explained in the *General Guidelines for Development of the 2026 Regional Water Plans*.

Task 1- Planning Area Description

The objective of this task is to prepare a standalone chapter (in accordance with 31 Texas Administrative Code (TAC) §357.22(b)) to be included in the 2026 Regional Water Plan that describes the regional water planning area.

In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work must include all work necessary to meet all the requirements of 31 TAC §357.30.

This Task includes, but is not limited to, performing all work in accordance with Texas Water Development Board (TWDB) rules and guidance required to:

- 1) Designate major water providers in the regional water planning area for planning purposes.
- 2) Identify wholesale water providers in the regional water planning area for planning purposes.
- 3) Review and summarize relevant existing planning documents in the region including those that have been developed since adoption of the previous regional water plan. Documents to be summarized include those referenced under 31 TAC §357.22.
- 4) Prepare a chapter that describes the regional water planning area including the following:
 - a. social and economic aspects of a region such as information on current population, economic activity and economic sectors heavily dependent on water resources;
 - b. current water use and major water demand centers;
 - c. current groundwater, surface water, and reuse supplies including major springs that are important for water supply or protection of natural resources;
 - d. major water providers;
 - e. agricultural and natural resources;
 - f. identified water quality problems;
 - g. identified threats to agricultural and natural resources due to water quantity problems or water quality problems related to water supply;
 - h. summary of existing local and regional water plans;
 - i. the identified historic drought(s) of record within the planning area;
 - j. current preparations for drought within the regional water planning area;
 - k. information compiled by the TWDB from water loss audits performed by Retail Public Utilities pursuant to 31 TAC §358.6 (relating to Water Loss Audits); and
 - l. an identification of each threat to agricultural and natural resources and a discussion of how that threat will be addressed or affected by the water management strategy evaluated in the plan.
- 5) Disseminate the chapter document and related information to regional water planning group members for review.
- 6) Modify the chapter document based on regional water planning group, public, and/or agency comments.
- 7) Submit the chapter document to the TWDB for review and approval; and
- 8) Make all efforts required to obtain final approval of the RWP chapter by the TWDB.

Deliverables: A completed Chapter 1 describing the regional water planning area must be included in the Initially Prepared Plan and final 2026 Regional Water Plan.

Task 2A - Non-Municipal Water Demand Projections

The objective of this task is to prepare a chapter (in accordance with 31 TAC §357.22(b)) to be combined with Task 2B and included in the 2026 Regional Water Plan that describes the projected population and water demands in the regional water planning area.

In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work must include all work necessary to meet all the requirements of 31 TAC §357.31.

TWDB staff will develop draft non-municipal water demand projections for 2030-2080 for all water demand categories unrelated to population (e.g. mining, manufacturing, irrigation, steam-electric power, and livestock) based on the most recent TWDB historical water use estimates. The same methodologies used for the 2022 State Water Plan will be applied to the 2027 State Water Plan projections, except for mining demands. The draft mining demand projections will be prepared based on an updated methodology to be developed by the Bureau of Economic Geology through a contracted mining water use study funded by the United States Geological Survey.

TWDB staff will provide draft water demand projections for all associated non-municipal water user groups to the regional water planning groups for their review and input.

Each regional water planning group will review the draft projections and may provide input to the TWDB or request specific changes to the draft projections from TWDB along with justifications and supporting data as specified in the guidance document *General Guidelines for Development of the 2026 Regional Water Plans*. The emphasis of this effort will be on identifying appropriate revisions based on relevant changed conditions that have occurred since the development of the projections used in the 2022 State Water Plan.

If adequate justification is provided by the regional water planning group to the TWDB, draft water demand projections may be adjusted by the TWDB in consultation with the Texas Department of Agriculture, Texas Commission on Environmental Quality, and Texas Parks and Wildlife Department. Once regional water planning group input and requested changes are considered, final water demand projections will be adopted by the TWDB's governing Board (Board). The adopted projections will then be provided to each regional water planning group. Planning groups must use the Board-adopted projections when preparing their regional water plans.

TWDB will directly populate the state water planning database (DB27) with all water user group-level projections and make related changes to DB27 based on Board-adopted projections.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

- 1) Receive and make publicly available the draft non-municipal water demand projections provided by the TWDB.
- 2) Evaluate draft non-municipal water demand projections provided by the TWDB.
- 3) Review comments received from local entities and the public for compliance with TWDB requirements.
- 4) Prepare detailed feedback on draft non-municipal water demand projections, as necessary, including justification and documentation supporting requested changes from the regional

water planning group and/or local entities with a focus on relevant changed conditions that have occurred since the development of the projections used in the 2022 State Water Plan.

- 5) Submit numerical requests for revisions of draft non-municipal water demand projections in an electronic tabular template provided by the TWDB along with required documentation and justification of requested revisions from the regional water planning group, based on, for example, requests received from local entities, in accordance with the contract guidance document *General Guidelines for Development of the 2026 Regional Water Plans*.
- 6) Communicate and/or meet with TWDB staff and/or local entities requesting revisions, as necessary.
- 7) Assist the TWDB, as necessary, in resolving final allocations of water demands to water user groups to conform with any control totals defined by the TWDB, for example, by county and/or region.
- 8) Prepare non-municipal water demand projection summaries for water user groups using final, Board-adopted projections to be provided by the TWDB, as necessary. Any regional water planning group-created data tables should match the appropriate final data as reported by DB27.
- 9) Modify any associated non-municipal water demand projections for major water providers, as necessary based on final, Board-adopted water user group water demand projections.
- 10) Review the TWDB *Water Demand* report(s) from DB27 and incorporate this planning database report(s), unmodified, into any technical memorandum, initially prepared plan, and final regional water plan.
- 11) Update wholesale water provider contractual obligations to supply water to other entities and report this information along with projected demands, including within DB27 and within any planning memorandums or reports, as appropriate.
- 12) Review aggregated water demand projections for major water providers provided by the TWDB. This will include retail demand data if the major water provider is a water user group, and contract demand data based on data entered by the planning group into DB27 if the major water provider is a wholesale water provider.
- 13) Summarize and present projected water demands for major water providers by category of use for each planning decade and incorporate this table into any technical memorandum, initially prepared plan, and final regional water plan.
- 14) Disseminate the chapter document and related information to regional water planning group members for review.
- 15) Modify the chapter document based on regional water planning group, public, and/or agency comments.
- 16) Submit the chapter document to the TWDB for review and approval; and
- 17) Make all efforts required to obtain final approval of the regional water plan chapter by the TWDB.

Deliverables: A completed Chapter 2 (including work from both Tasks 2A and 2B) presenting the projected population and water demands must be included in the Initially Prepared Plan and final 2026 Regional Water Plan.

Task 2B - Population and Municipal Water Demand Projections

The objective of this task is to prepare a chapter (in accordance with 31 TAC §357.22(b)) to be combined with Task 2A and included in the 2026 Regional Water Plan that describes the projected population and water demands in the regional water planning area.

In addition to generally meeting all applicable rules and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work must include all work necessary to meet all the requirements of 31 TAC §357.31.

TWDB staff will prepare a new municipal water user group entity list including collective reporting units for each regional water planning group based on the water user group criteria under 31 TAC §357.10(43) with associated historical population and water use estimates and Gallons Per Capita Daily (GPCD) and provide them to regional water planning groups for their review and input.

Regional water planning groups will then review the draft municipal water user group list and historical population and water use and provide input to the TWDB or request specific changes to the water user group list including water systems included in collective reporting unit list and changes/corrections to historical population, water use estimates, or GPCDs.

Once the municipal water user group list is finalized TWDB staff will develop draft population and associated municipal water demand projections for 2030-2080 for all municipal water user groups using data based on the 2020 decennial Census, updated county-level population projections from the Texas Demographic Center, and historical population and water use estimates and growth.

TWDB staff will provide draft population projections and associated water demand projections for all municipal water user groups based on utility service boundaries to regional water planning groups for their review and input. If adequate justification is provided by the regional water planning groups to the TWDB, draft population and/or municipal water demand projections may be adjusted by the TWDB in consultation with Texas Department of Agriculture, Texas Commission on Environmental Quality, and Texas Parks and Wildlife Department. Once planning group input and requested changes are considered, final population and associated municipal water demand projections will be adopted by the Board. The adopted projections, based on utility service areas, will be provided to regional water planning groups. Regional water planning groups must use the Board-adopted projections when preparing their regional water plans.

TWDB will directly populate DB27 with all water user group-level projections and make related changes to DB27 if revisions are made.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

- 1) Receive and review a draft municipal water user group entity list and detailed public water system list within each collective reporting unit provided by the TWDB and submit identified corrections to water user group-water systems relations or water user group names to the TWDB. Once finalized, the municipal water user group entity list will be populated into DB27.
- 2) Receive and review historical population and water use estimates and GPCDs provided by the TWDB and submit identified corrections to the TWDB.
- 3) Receive and make publicly available the draft population and associated municipal water demand projections provided by the TWDB that are based on utility service areas.
- 4) Evaluate draft population, GPCDs, Plumbing Code Savings (PC Savings) and associated municipal water demand projections provided by the TWDB.
- 5) Review and summarize comments received from local entities and the public for compliance with TWDB requirements.
- 6) Provide detailed revision requests to the TWDB for population, GPCDs, PC Savings and associated municipal water demand projections, as necessary, including justification and

- documentation supporting suggested changes with a focus on relevant changed conditions that have occurred since the development of the projections used in the 2022 State Water Plan.
- 7) Submit numerical requests for revisions of draft population, GPCDs, PC Savings and municipal water demand projections in an electronic tabular template provided by the TWDB along with required documentation and justification of requested revisions from the regional water planning group, based on, for example, requests received from local entities, in accordance with the contract guidance document *General Guidelines for Development of the 2026 Regional Water Plans*.
 - 8) Communicate and/or meet with TWDB staff and/or local entities requesting revisions, as necessary.
 - 9) Assist the TWDB, as necessary, in resolving final allocations of population and municipal water demands to water user groups to conform with any control totals defined by the TWDB, for example, by county and/or region.
 - 10) Prepare population and municipal water demand projection summaries for water user groups using final, Board-adopted projections to be provided by the TWDB, as necessary. Any regional water planning group-created data tables must match the appropriate final data as reported by DB27.
 - 11) Modify any associated population and municipal water demand projections for major water providers, as necessary based on final, Board-adopted water user group population and water demand projections.
 - 12) Review the TWDB *Population and Water Demand* reports from DB27 and incorporate these planning database reports, unmodified, into any technical memorandum, initially prepared plan, and final regional water plan.
 - 13) Update wholesale water provider contractual obligations to supply water to other entities and report this information along with projected demands including within DB27 and within any planning memorandums or reports, as appropriate.
 - 14) Review aggregated water demand projections for major water providers provided by the TWDB. This will include retail demand data if the major water provider is a water user group, and contract demand data based on data entered by the regional water planning group, into DB27 if the major water provider is a wholesale water provider.
 - 15) Summarize and present projected water demands for major water providers by category of use for each planning decade and incorporate this table into any technical memorandum, initially prepared plan, and final regional water plan.
 - 16) Disseminate the chapter document and related information to regional water planning group members for review.
 - 17) Modify the chapter document based on regional water planning group, public, and/or agency comments.
 - 18) Submit the chapter document to the TWDB for review and approval; and
 - 19) Make all efforts required to obtain final approval of the regional water plan chapter by the TWDB.

Deliverables: A completed Chapter 2 (including work from both Tasks 2A and 2B) presenting the projected population and water demands must be included in the Initially Prepared Plan and final 2026 Regional Water Plan.

Task 8 - Recommendations Regarding Unique Stream Segments and/or Reservoir Sites and Legislative & Regional Policy Issues

The objective of this task is to prepare a chapter (in accordance with 31 TAC §357.22(b)) that presents the regional water planning group's unique stream segment, unique reservoir site, legislative, administrative, and regulatory recommendations.

In addition to generally meeting all applicable rule and statute requirements governing regional and state water planning under 31 TAC Chapters 357 and 358, this portion of work must include all work necessary to meet all the requirements of 31 TAC §357.43 and §358.2.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

- 1) Receive and consider TWDB feedback on the implementation of the regional water planning group's legislative, administrative, and regulatory recommendations, as applicable to the TWDB, in the previous regional water plan.
- 2) Receive and consider recommendations from the Interregional Planning Council to the regional water planning groups.
- 3) Consider relevant plans referenced under 31 TAC §357.22 in developing this chapter.
- 4) Consider and discuss potential recommendations for designation of ecologically unique stream segments within the regional water planning area, based on the criteria in 31 TAC §358.2.
- 5) If applicable, prepare a recommendation package following the requirements in 31 TAC §357.43(b) recommending which stream segments in the region, if any, should be recommended for designation as ecologically unique stream segments. Evaluate and incorporate comments from the regional water planning group. Upon approval by the regional water planning group, submit the recommendation package to the Texas Parks and Wildlife Department for comments.
- 6) Include the recommendation package and Texas Parks and Wildlife Department's written evaluation on the unique stream segment(s) recommendation in the final adopted regional water plan. An updated Texas Parks and Wildlife Department evaluation must be included in each regional water plan, even for those stream segments that have been recommended in previous plans but not designated by the Legislature.
- 7) For each recommended or previously designated unique stream segment, include a quantitative analysis of the impact of the regional water plan on the stream segments based upon the assessment criteria in 31 TAC §357.43(b)(2).
- 8) Consider and discuss potential recommendations for designation of unique reservoir sites within the regional water planning area.
- 9) For each recommended unique reservoir site, include a description of the site, reasons for the unique designation, and expected beneficiaries of water supplies developed at a given site in accordance with 31 TAC §357.43(c).
- 10) Consider and discuss potential regional policy issues; identify recommendations for legislative, administrative, and regulatory rule changes; including recommendations to improve the state and regional planning process.
- 11) Disseminate the chapter document and related information to regional water planning group members for review.
- 12) Modify the chapter document based on regional water planning group, public, and or agency comments.
- 13) Submit the chapter document to the TWDB for review and approval; and

- 14) Make all efforts required to obtain final approval of the regional water plan chapter by the TWDB.

Deliverables: A completed Chapter 8 presenting regional water planning group unique stream segment, unique reservoir site, legislative, administrative, and regulatory recommendations must be included in the Initially Prepared Plan and final 2026 Regional Water Plan.

Task 10 - Public Participation and Plan Adoption

The objective of this task is to prepare a chapter (in accordance with 31 TAC §357.22(b)) to address public participation, public meetings, eligible administrative and technical support activities, and other requirements and activities eligible for reimbursement, complete and submit a technical memorandum, initially prepared plan, and final regional water plan, and obtain TWDB approval of the regional water plan.

In addition to generally meeting all applicable statute requirements governing regional and state water planning this portion of work must, in particular, include all technical and administrative support activities necessary to meet all the requirements of 31 TAC Chapters 355, 357, and 358 that are not already addressed under the scope of work associated with other contract tasks but that are necessary and or required to complete and deliver a technical memorandum, initially prepared plan, and final adopted regional water plan to TWDB and obtain approval of the adopted regional water plan by the TWDB.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

A) Plan Development Activities

- 1) Organize, support, facilitate, and document all meetings/hearings associated with activities necessary and eligible to complete and submit a technical memorandum, initially prepared plan, and final regional water plan to the TWDB, including but not limited to: regular regional water planning group meetings, committee meetings, or subcommittee meetings; pre-planning meeting; meetings associated with revision of draft projections; public meeting for the consideration of the process for identifying potentially feasible water management strategies and the presentation of the analysis of infeasible water management strategies; consideration of a substitution of alternative water management strategies; public hearing on the initially prepared plan; adoption of the final regional water plan, and consideration of regional water plan amendments, alternative WMS substitutions, or Board-directed revisions.
- 2) Include a deliberate discussion on how the planning group will conduct interregional coordination and collaboration regarding water management strategies during both the preplanning meeting required under 31 TAC §357.12(a)(1) and meeting to consider the process for identifying potentially feasible water management strategies required under 31 TAC §357.12(b).
- 3) Collect and evaluate information, including any information gathering surveys from water suppliers or water user groups, (e.g., on existing infrastructure; existing water supplies; potentially feasible water management strategies) and/or maintenance of contact lists for regional planning information in the region.
- 4) Conduct intraregional and interregional coordination and communication, and or facilitation required within the regional water planning area and with other regional water planning groups to develop a regional water plan including with water suppliers or other

relevant entities such as groundwater conservation districts, water user groups, and or wholesale water providers. This includes gathering and documenting information on potential interregional opportunities or issues.

- 5) Incorporate all required DB27 reports into the technical memorandum, initially prepared plan and final regional water plan. Note that all DB27 reports are required to be grouped together in one appendix to the regional water plan and that the regional water plan Executive Summary must reference the location of the DB27 reports.
- 6) Develop and include an Executive Summary in both the initially prepared plan and final regional water plan, not to exceed 30 pages.
- 7) Make modifications to the regional water plan documents based on regional water planning group, public, and/or agency comments.
- 8) Prepare a regional water plan chapter summarizing Task 10 activities including review by the RWPG and modification of document as necessary.
- 9) Prepare and transmit correspondence, for example, directly related to public comments on regional water plan documents.
- 10) Develop draft and final responses for regional water planning group approval to public questions or comments as well as approval of the final responses to comments on regional water plan documents.
- 11) Produce, distribute, and submit all draft and final regional water plan-related planning documents for the regional water planning group, public and agency review, including in hard-copy format when required.
- 12) Assemble, compile, and produce of the completed initially prepared plan and final regional water plan documents that meet all requirements of statute, 31 TAC Chapters 355, 357 and 358, regional water planning contract and associated contract guidance documents.
- 13) Submit the regional water plan documents in required formats to the TWDB for review and approval; and all effort required to obtain final approval of the regional water plan by the TWDB.

B) Technical Support and Administrative Activities

- 1) Support and accommodate periodic presentations by the TWDB for the purpose of orientation, training, and retraining as determined and provided by the TWDB during regular regional water planning group meetings.
- 2) Consider recommendations in the *Best Management Practices Guide(s) for Regional Water Planning Group Political Subdivisions*, as prepared and updated by the TWDB.
- 3) Attendance and participation of technical consultants in TWDB-provided DB27 trainings, including individualized trainings and review of technical and data-related contract guidance documents in the TWDB regional water planning contract.
- 4) Develop agendas, presentations, and handout materials for the public meetings and hearings to provide to regional water planning group members and the public.
- 5) Attendance and participation of technical consultants at regional water planning group, committee, subcommittee, and other meetings and hearings necessary for regional water plan development including preparation and follow-up activities.
- 6) Develop technical and other presentations and handout materials for regional water planning group meetings and hearings to provide technical and explanatory data to the regional water planning group and its subcommittees, including follow-up activities.
- 7) Perform administrative and technical support including coordination of and participation in RWPG activities, and documentation of any regional water planning group meetings, hearings, workshops, workgroups, subgroup and/or subcommittee activities.
- 8) Provide status reports to the TWDB for work performed under this Contract.

- 9) Meet all public notice requirements in accordance with the Texas Open Meetings Act, statute, 31 TAC §357.21, and any other applicable public notice requirements.

C) Other Activities

- 1) Develop and maintain a regional water planning group website or regional water planning group-dedicated webpage on the regional water planning group administrator's website for posting planning group meeting notices, agendas, materials, and plan information.
- 2) Perform maintenance of the regional water planning group website; reimbursement limited to non-labor, direct costs.
- 3) Document meetings and hearings to include recorded minutes and or audio recordings as required by the regional water planning group bylaws and archiving and provision of minutes to public.
- 4) Promote consensus decisions through conflict resolution efforts including monitoring and facilitation required to resolve issues between and among regional water planning group members and stakeholders in the event that issues arise during the process of developing the regional water plan, including mediation between regional water planning group members, if necessary.
- 5) Perform regional water planning group membership solicitation activities.
- 6) Solicit, review, and disseminate public input, as necessary.
- 7) Perform any additional efforts required, but not otherwise addressed in other scope of work tasks that may be required to complete an regional water plan in accordance with all statute and rule requirements.

Deliverables:

- A draft Chapter 10 summarizing public participation activities to date included in the Initially Prepared Plan.
- A completed Chapter 10 summarizing public participation activities and appendices with public and agency comments and regional water planning group responses to comments in the final 2026 regional water plan.
- A complete Initially Prepared Plan and final 2026 Regional Water Plan.