ITEMIZED QUOTE
WORK PLAN - SRWMO Watershed Plan Update

Entity Providing Quote: _____

	Task	Description	Completion	Fee	Fee Calculation: Staff Name / Hrly Rate *Staff 1* Hrs	Fee	*Staff 2* Hrs	Fee	*Staff 3* Hrs	Fee	*Staff 4* Hrs	Fee	Mileage. printingg and other expenses Fee	Description
1	**Planning information onto WMO website**	Provide content to the WMO website manager regarding the plan update, timeline, opportunities for comment, draft materials, summaries of public input recieved, other interim work products and contact person. This information must be regularly updated throughout the planning process.	continuous	$0		$0.00		$0.00		$0.00		$0.00		
2	**Summarize, present and discuss information received as a result of planning initiation notices**	In January 2018 the SRWMO provided planning initiation notices to the four member cities, state review agencies, neighboring water planners and others, as required by MN Rules 8410.0045, subpart 3. It includes a request fo priority concerns, applicable data, official controls and other information. 60 days is allowed for responses. Receive, summarize and presented to the WMO Board during a meeting. Any inconsistencies between local water plans and the current SRWMO Plan must be identified. Facilitate discussion during that meeting.	Jan-18	$0		$0.00		$0.00		$0.00		$0.00		
3	**Recruit and appoint an Advisory Committee**	Solicit individuals to serve on an advisory committee. Membership invitations will go to include community leaders, city staff, civic groups, lake & river groups and the general public. It may include a subset of members that can serve as a Techncial Advisory Committee if needed and would include city and agency staff. The WMO board will be the appointing authority for the Advisory Committee. Interested candidates will need to be presented to the SRWMO Board. The process and outcomes of this process must be summarized and included in the new Watershed Management Plan. It is understood that for subsequent tasks (below) where Advisory Committe involvement is called for, the level and frequency of that involvement will be at the SRWMO's discretion; it is anticipated that the Advisory Committee will be used most during initial planning input and during final reviews. Some Advisory Committee input may occur outside of meetings, such as by asking for email review and comment upon drafts.	Apr-18	$0		$0.00		$0.00		$0.00		$0.00		
4	**Elected officials tour**	Attend a tour of natural resources and projects in the WMO and surrounding area. Coordination of this tour is being separately contracted by the SRWMO to a partner that is to-be-determined. Invitees will include local elected officials and others approved by the board. During the tour a brief discussion of the watershed plan update should be given and feedback solicited. Timing of the tour will be in spring or summer 2018. Consider timing this event for the same day, and directly in advance of, the Required Initial Planning Meeting.	May-18	$0		$0.00		$0.00		$0.00		$0.00		
5	**Stakeholder involvement, including a requried initial planning meeting**	Gather priority concern input from city councils, the WMO board, civic groups and the public. This process will include (a) an article in the local media or in city newsletters (b) SRWMO website content, and (c) a initial planning meeting (see MN Rules 8410.0045, subp. 5) to which the following are invited: review agencies, city councils, lake groups, the WMO board, the WMO's advisory committee and the public. At this meeting present a summary of WMO past activities and facilitate receiving input on future work. A summary of stakeholder input processes and input recieved must be prepared for inclusion in the new watershed plan.	May-18	$0		$0.00		$0.00		$0.00		$0.00		
6	**Review of adjacent water plans, local water plans within the SRWMO, WRAPS, TMDLs and related**	Review water plans for neighboring agencies, TMDLs, WRAPs, and similar to identify goals and possible actions relevant to the SRWMO. Identify any conflicts or inconsistencies. Provide a summary memo. This task must meet MN Rules 8410.0045 subp. 6.	Jun-18	$0		$0.00		$0.00		$0.00		$0.00		
7	**Evaluate current watershed plan, review input received**	Lead the board and Advisory Committee in a joint workshop(s) through an evaluation of the current plan and input received during tasks listed above. Gather feedback on a vision for the WMO moving forward. The SRWMO is required to document this this discussion in the new watershed plan, so a written summary of the process suitable for inclusion in the new Plan is an expected work product.	Aug-18	$0		$0.00		$0.00		$0.00		$0.00		
8	**Identify priority concerns, draft goals**	Lead the SRWMO Board and Advisory Committee through a priority concerns identification process and measurable goal setting. Measurable goal statements will be developed for each priority concern and any additional topics required in MN Rules 8410.0080 (water quality, water quantity, drainage, groundwater and wetlands). To inform this process, the facilitator should present relevant data in a concise fashion (may include development trends, natural resources data, and many others). Multiple meetings are anticipated.	Oct-18	$0		$0.00		$0.00		$0.00		$0.00		
9	**Develop policies**	Facilitate a process with the SRWMO board and Advisory Committee that results in development of policies that will achieve SRWMO goals. Preparation of draft policies to be presented to the SRWMO is expected, along with subsequent revisions.	Feb-19	$0		$0.00		$0.00		$0.00		$0.00		
10	**Review regulatory controls and performance standards**	The WMO board must consider wetland standards, stormwater standards, controls to address flooding, and a classification system for waterbodies. Prepare a review of current stormwater and wetland regulatory controls in member cities and the WMO and any redundancies or deficiencies with regards to achieving WMO goals. Prepare a section of the new SRWMO plan which deocuments this process and any actions needed. If the SRWMO determines substantial updates to standards are needed, that work is beyond the scope of this task and would be formalized through a supplement to the WORK PLAN and contract amendment, or may be delayed as a plan implementation task. Minor changes, such as changing precipitation data references to Atlas 14 or other minor wording, is considered within the scope of this task.	Mar-19	$0		$0.00		$0.00		$0.00		$0.00		
11	**Prepare implementation plan**	Develop an implementation plan meeting the requirements of MN Rules 8410.0105 that includes actions, schedule, cost, funding sources and responsible parties for each year of the 10-year plan life. The implementation plan will include activities needed to achieve WMO goals including protection and restoration work, a capital improvement plan, operations and maintenance plan, information and education plan, incentive programs, data collection, water monitoring plan, a plan for evaluating city local water plan implementation, and a every-two-year schedule for evaluating WMO implementation progress. The WMO board and Advisory Committee will advise development of these plans. Multiple meetings are anticipated.	Apr-19	$0		$0.00		$0.00		$0.00		$0.00		
12	**Update Natural Resource Inventory**	Prepare the required the land and water resource inventory section of the watershed plan per MN Rules 8410.0060.	May-19	$0		$0.00		$0.00		$0.00		$0.00		
13	**Prepare remainder of Watershed Managemnt Plan**	Prepare the remainder of the Watershed Management Plan and present it to the board for review and edits. This will include the executive summary, city local water plan requirements, plan amendment processes, annual reporting and evaluation processes, and others not specifically mentioned above but required by MN Rules 8410. These will be presented to the board and no more than two rounds of revisions made.	May-19	$0		$0.00		$0.00		$0.00		$0.00		
14	**One Watershed, One Plan Advisory Committee Involvement**	Participate in the Lower St. Croix One Watershed One Plan Advisory Committee as needed to ensure that the SRWMO Plan is coordinated with it. SRWMO priorities shall be communicated to the 1W1P writers. Conversely, the SRWMO will consider priorities identified in 1W1P. Both planning efforts have the same completion deadline of Dec. 31, 2019 and are occuring synchronously. The 1W1P Advissory Committee may meet as many as 12 times, however attendance at all meetings will not be required to ensure 1W1P and SRWMO planning are coordinated.	continuous	$0		$0.00		$0.00		$0.00		$0.00		
15	**Facilitate 60 and 90-day Review Process**	(a) Submit the draft plan to review agencies for the required 60-day period (b) host a public hearing within 14 days of the end of the 60-day review period (c) respond in writing to comments received [includes preparing responses, discussing them with the SRWMO board and making any revisions, sending responses] (d) make one round of revisions to the draft Watershed Management Plan based input received and (e) submit the revised plan for the final 90-day review period. (f) Make one presentation of the plan at a BWSR committee meeting.	June 2019-Dec 2019	$0		$0.00		$0.00		$0.00		$0.00		
16	**Final Approval and Plan Distribution**	Attend a SRWMO meeting to present the final Watershed Management Plan for adoption within 120 days of State approval. Once adopted, distribute the plan to review agencies, member cities, each WMO board member, the WMO Recording Secretary, the WMO website and the SWCD. Electronic versions may be provided whenever allowed.	Dec-19	$0		$0.00		$0.00		$0.00		$0.00		
			TOTAL	**$0**										