

November 20, 2025

EXHIBIT I: WORK ORDER AUTHORIZATION FORM

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Work Order Authorization Number [WOA #]

Agreement No. 25-020-280

Contractor Name:	
WOA #:	[WOA #]
WOA Title:	
Term:	
Total Cost:	

This Work Order Authorization (WOA) is issued pursuant to the terms of Agreement No. 25-020-280 (hereinafter “Agreement”), between the State Water Resources Control Board, hereinafter referred to as the “State Water Board” or the “State,” and <contractor name>, hereinafter referred to as the “Contractor.” The State and Contractor are individually referred to as “Party” and collectively referred to as “the Parties.” Upon approval of this WOA, the Contractor shall be authorized to perform the work described herein, including all attachments and exhibits attached hereto or incorporated herein by reference.

1. Scope of Work

The scope of WOA #[WOA #] includes all activities necessary to elaborate design and implement the Water Technical Access Portal (WaterTAP) project, including:

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2. Required Activities and Work Products

Contractor shall perform the following activities (“Required Activities”) and develop and submit the following work products (“Work Products”). All work performed shall be in compliance with this WOA and the terms and conditions of this Agreement.

Due dates provided in this WOA are estimated and may be adjusted based on mutual agreement of the State and Contractor. Target dates for all activities, including deliverable submission, review, and approval, will be maintained in deliverable 1.2 Project Schedule.

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#	Required Activities	Work Product	Due Date

3. **WOA Reporting Requirements**

The Contractor will report status on WOAs and other project activities in a <TBD> (e.g. weekly status meeting), following the reporting template established through deliverable 1.3 Monthly Status Report.

4. **WOA Acceptance Criteria**

Acceptance criteria for this WOA shall consist of the following:

1. All Required Activities for this WOA have been completed by the specified due dates and accepted by the State.
 - a. All Work Products for this WOA have been completed and delivered by the specified due dates and have been accepted by the State; and
 - b. Risks and issues identified for this WOA are closed or are being managed to the State's satisfaction in accordance with the Project's Risk Management Plan.

#	Work Product	Acceptance Criteria
	N/A	

5. **Payment Provisions**

Payment to the Contractor for work performed pursuant to this WOA shall be made in accordance with the provisions of the Agreement. The total cost column shall be calculated using the rate specified in EXHIBIT E: COST WORKBOOK.

#	Work Product	Contractor Staff Owner	Est. Hours	Total Cost
1.				\$
2.				\$
TOTAL FIXED PRICE COST FOR THIS WOA				\$

6. **Attachment Listing**

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The attachments listed below are references to this WOA and further define the Work Products and Required Activities required by this WOA:

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7. **Work Location**

Contractor staff shall perform its work remotely in the United States and <TBD>, based on the location of practitioners. Some US-based team members may travel to Sacramento to collocate with the State for key meetings and/or activities, as mutually decided by the State and <contractor name>. <Contractor name> and Water Board will work together to define appropriate access for practitioners located outside the United States.

8. **Amendment**

The expected target dates for submission of each deliverable in this WOA, and the timing and expected list of DEDs included in the next WOA, may be amended by mutual consent of the State and Contractor, as reflected in updates to deliverable 1.2 Project Schedule, which the State and Contractor jointly maintain.

9. **WOA Approvals**

This WOA will be performed in accordance with the applicable provisions of the Agreement. Upon completion of the WOA, the WOA Acceptance form will need to be completed and submitted for approval.

STATE OF CALIFORNIA

CONTRACTOR

<TBD>

<Contractor Representative>

State Contract Manager

<Contractor Title>

State Water Resources Control Board

<Contractor name>

Date

Date