

FRANK L. CASSIDY JR.
"Larry"
CHAIR
Washington

Tom Karier
Washington

Eric J. Bloch
Oregon

John Brogoitti
Oregon

NORTHWEST POWER PLANNING COUNCIL

851 S.W. SIXTH AVENUE, SUITE 1100
PORTLAND, OREGON 97204-1348

JUDI DANIELSON
VICE CHAIR
Idaho

Jim Kempton
Idaho

Ed Bartlett
Montana

John Hines
Montana

Fax:
503-820-2370

Phone:
503-222-5161
1-800-452-5161

Internet:
www.nwccouncil.org

November 6, 2002

MEMORANDUM

TO: Council Members

FROM: Bruce Suzumoto

SUBJECT: Authorization to contract with Mobrand Bio metrics to assist with the completion of Hatchery and Genetic Management Plan (HGMP) tasks within the Council's Artificial Production Review and Evaluation (APRE) process.

Proposed Action

Contingent on completion of a final HGMP/APRE contract with Bonneville, authorize staff to negotiate a contract with Mobrand Biometrics in an amount not to exceed \$200,000 to assist with the APRE process and completion of draft HGMPs. Authorization of this proposal will increase the contracting limit with Mobrand Biometrics from \$400,000 to \$600,000.

Background

In November 2001, the Council approved a budget of \$869,000 to proceed with the APRE. The primary goal of the APRE is to define and evaluate the purposes and objectives of Columbia Basin artificial production programs. In May 2002, the Council authorized staff to negotiate a contract with Mobrand Biometrics in an amount not to exceed \$400,000 for assistance with the initial APRE work (Attachment A).

While developing the APRE workplan, Council staff, Bonneville and NOAA Fisheries began discussions on how the APRE could assist in meeting the needs of the NOAA Fisheries' HGMP process. It was concluded that combining the APRE and HGMP processes at the data collection phase would be an efficient and cost-effective means to meet the objectives of both programs. It was recommended to the Council that in addition to its original objectives, the APRE process should collect required HGMP information and produce draft HGMPs for NOAA Fisheries. In July 2002, the Council approved an increase in the APRE budget of \$462,000 to perform the additional work relating to HGMPs. The Council's action increased the total approved budget for the APRE to \$1,331,000.

Discussion

Staff is requesting authorization to negotiate a contract with Mobrand Biometrics in an amount not to exceed \$200,000 for work related to the APRE and HGMPs. The increase is needed primarily for assistance in collecting HGMP information and producing draft HGMPs. Authorization of this proposal will increase the contracting limit with Mobrand Biometrics from

\$400,000 to \$600,000. No change in the overall approved budget of \$1,331,000 is needed under this proposal.

The APRE process is currently working under a contract with Bonneville for the base budget of \$869,000. A final contract with Bonneville for the additional HGMP funding of \$462,000 is nearing completion. Although the contract for the additional HGMP funding has not been finalized, staff is requesting an increase the contracting limit with Mobrand Biometrics to ensure that the APRE process continues on schedule and within budget. As outlined in the November 6, 2002 memo to the Fish and Wildlife Committee (Attachment B), the APRE process is successfully moving forward on schedule. By receiving Council authorization to immediately begin contract negotiations with Mobrand Biometrics when HGMP funding becomes available, we hope to avoid slowing down the APRE process and possibly increasing overall project costs.

Recommendation

Contingent on completion of a final HGMP/APRE contract with Bonneville, the staff recommends that the Council authorize staff to negotiate a contract with Mobrand Biometrics in an amount not to exceed \$200,000 to assist with the APRE process and completion of draft HGMPs.

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Ed Bartlett
Montana

John Hines
Montana

May 8, 2002

MEMORANDUM

TO: Council Members

FROM: Bruce Suzumoto and Dan Warren

SUBJECT: Approval of contract to assist in the initiation and completion of the Council's Artificial Production Review and Evaluation (APRE)

Proposed Action

Authorize the staff to negotiate a contract with Mobrand Biometrics of Vashon, Washington in an amount not to exceed \$400,000, to assist the in the Council's APRE. Mobrand Biometrics and specific subcontractors would be the lead firm in supplying scientific expertise, quality control and data and information collection and management for the project.

Background

In July 1997, Congress directed the Council to conduct a thorough review of all federally funded artificial production programs in the Columbia River Basin. Congress directed the Council to recommend a coordinated policy for future operation of artificial production programs and to provide recommendations for how to obtain such a policy. Following this direction the Artificial Production Review (Council document 99-15) was produced.

The Council made six recommendations for implementing new artificial production policies:

1. Evaluate the purposes for all artificial production facilities and programs in the basin within three years, applying the principles, policies and statement of purposes.
2. Applying the policies and standards in Part II, take the necessary steps to evaluate and then improve the operation of artificial production facilities that have an agreed-upon purpose.
3. Use existing processes as much as possible to implement reform policies and standards.
4. Ensure that the funding necessary to implement the reforms called for in the Artificial Production Review (Council document 99-15).
5. Form an ad hoc oversight team to oversee the implementation of artificial production reform consistent with the policies recommended in this report.
6. In five years, assess the success in using existing processes to implement reforms

A plan and budget was developed for the *Artificial Production Facility/ Program Review and Evaluation*.

Staff presented a workplan and concept budget of \$869,000 for the *Artificial Production Facility/ Program Review and Evaluation* to the Fish Committee at the August 2001 meeting in Polson, Montana. Staff also presented an update addressing goals, deliverables and issues that were being considered in final planning to the Fish Committee at the September 2001 meeting in Spokane.

A placeholder of \$1 million for the *Artificial Production Facility/ Program Review and Evaluation* is shown in the “provisional” start of year budget for Fiscal Year 2002. The Council adopted the “provisional” budget in the September 2001 meeting in Spokane.

The proposed budget of \$869,000 for the project was approved in Idaho Falls in November 2001. Table 1 provides the basic budget summaries presented at the Idaho Falls meeting.

Table 1. Budget Summary by Account Description

Account Description	Quarter				Year Total
	Q1	Q2	Q3	Q4	
Payroll	\$0	\$0	\$0	\$0	\$0
Travel	\$11,424	\$11,424	\$11,424	\$11,424	\$45,697
Consulting Labor	\$195,317	\$195,317	\$195,317	\$195,317	\$781,267
Other Operating Expenses	\$10,511	\$10,511	\$10,511	\$10,511	\$42,043
<i>Project Total</i>	\$217,252	\$217,252	\$217,252	\$217,252	\$869,000

Statement of Work

A draft **Statement of Work** for the project that is included as Attachment 1. A specific statement of work for a contract with Mobrand Biometrics would be based on the tasks, deliverables and schedule described in this attachment.

Data and information gathering, quality assurance and storage are the first deliverable for the project. These include: 1) An electronic questionnaire for about 150 to 200 programs that can capture, general goals conservation and harvest of stocks potentially affected by hatchery programs, purpose and objectives for all hatchery programs, operational and cost information about all hatchery programs, data and information needed to evaluate benefits and risks of each hatchery program and all additional data and information needed to complete the APRE review. 2) A database containing the data and information described for 150 to 200 programs. This database will be modified to produce a common, shared, and coordinated source of data and information for both the APRE and HGMP processes.

An analysis will be conducted that will examine each program’s consistency with stated goals and existing laws and agreements. A risk benefit analysis will also be conducted for each program. The draft reports will be reviewed by regional managers and others through a series of workshops to be held in each province. A final set of documents containing conclusions and recommendations for all hatchery programs will be completed. These documents will incorporate

comments from regional managers and hatchery operators in the province. The goal of these reports is to provide accurate, complete information to subbasin planning groups and a comprehensive report to the Council and Congress.

The data and information tools to support a benefit and risk analysis, the overall approach of conducting of program reviews and reporting structures can be adapted from Washington's on-going HSRG process and used in this review. Mobrand Biometrics has been involved in both development and implementation of this process.

Sole Source Justification

Sole source justification, of Mobrand Biometrics as a lead contractor, is suggested for the following reasons:

- The State of Washington is conducting a review of Puget Sound artificial production programs using the Hatchery Scientific Review Group (HSRG) process. Council staff has structured the APRE process based on many elements used by the HSRG. Dr. Lars Mobrand of Mobrand Biometrics is Chair of the HSRG and has been involved in developing all aspects of the HSRG. His direct experience and involvement with this process will be extremely valuable to the APRE process.
- Mobrand Biometrics was an important contractor in developing, testing and modifying all components of the data and information system for the HSRG. Revision and modification of these components can be efficiently and effectively completed by Mobrand Biometrics to meet APRE process needs.
- The experience and knowledge that Mobrand Biometrics brings will be invaluable in meeting subbasin planning, congressional reporting and HGMP schedules.
- Dr. Lars Mobrand was a key individual in helping to develop a process to define comprehensive goals and objectives for artificial production programs in the HSRG process. Elements of this process will be used in the Council's APRE.
- Mobrand Biometrics has direct access to personnel that have worked on the HSRG in key areas that apply to the APRE.

Recommendation

Staff recommends that the Council authorize staff to proceed in developing a contract with Mobrand Biometrics.

Attachments: Attachment 1:Draft Artificial Production Facility / Program Review and Evaluation (APRE) FY 2002 Scope of Work

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Attachment B

JUDI DANIELSON
VICE CHAIR
Idaho

Jim Kempton
Idaho

Ed Bartlett
Montana

John Hines
Montana

November 6, 2002

MEMORANDUM

TO: Fish and Wildlife Committee Members

FROM: Bruce Suzumoto

SUBJECT: Status of the Artificial Production Review and Evaluation (APRE).

Project Activities/Milestones

- Source information from regional hatchery databases and written hatchery reports have been accessed and collected for use in the process.
- Two electronic questionnaires have been developed to capture APRE and HGMP data and information. The questionnaires were reviewed by the ISAB, improvements made and are now being used.
- The first questionnaire (form 1) addresses the goals, purpose and objectives of each program. The second questionnaire (form 2) is used to collect and organize the specific hatchery operational information and data.
- A web-based database that is designed to coordinate data and information for both the APRE and HGMP processes is completed.
- The APRE process is moving ahead and is generally on schedule. Five of 10 initial provincial workshops have been held. The remaining workshops will be completed by December 2002.
- The primary workplan change has been to collect hatchery operational information (on form 2) through facility visits by contractors. Originally it was assumed that this information and data could be obtained in workshops. This change will require a reallocation of funds, within the approved budgets, to complete needed work.

Budget (see Attachment 1)

- Funds have been approved and released by Bonneville for the initial APRE project (\$869,000).
- Estimated expenditures through October 2002 for the APRE project is \$209,000.
- Bonneville approval for the additional HGMP funding (\$462,000) is still pending.
- Due to changes in the workplan it has been necessary to reallocate funds to address different needs. However, we anticipate that we will remain within the overall Council approved budget.

Schedule (see Attachment 2)

- Provincial workshops are expected to be completed by March 2003. The APRE project and final reports are expected to be completed by June/July of 2003.

Contracting Approval

- In November 2001 the Council approved a budget of \$868,000 for the APRE process.
- In May 2002 the Council authorized staff to negotiate a contract with Mobrand Biometrics in an amount not to exceed \$400,000 for the initial APRE work.
- In July of 2002 the Council approved an increase in the APRE budget of \$462,000 to in order to perform additional work relating to HGMPs.
- Staff would like to receive authorization to negotiate a contract with Mobrand Biometrics in an amount not to exceed \$200,000 for work related to the APRE and HGMPs. This would bring the total not to exceed amount contracted with Mobrand Biometrics for the APRE to \$600,000. The work proposed should not affect the overall project budget.