

FRANK L. CASSIDY JR.  
"Larry"  
CHAIR  
Washington  
  
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Washington

Eric J. Bloch  
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## NORTHWEST POWER PLANNING COUNCIL

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

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Jim Kempton  
Idaho

Ed Bartlett  
Montana  
  
John Hines  
Montana

November 6, 2002

### MEMORANDUM

**TO:** Council Members

**FROM:** Brian Allee and Lynn Palensky

**SUBJECT:** Hood River Subbasin Planning Contracts

#### Proposed Action

Staff recommends that the Council authorize the Executive Director to negotiate two contracts for development of a Hood River Subbasin Plan, subject to anticipated final approval by the Oregon Subbasin Planning Coordination Group (Group) at its meeting on November 7, 2002. These two contracts have the following projected costs:

1. Hood River Soil and Water Conservation District - not to exceed \$103,120; and
2. Technical Writer/Editor - not to exceed \$15,950.

#### Background

The Hood River Soil and Water Conservation District (HRSWCD) will be the contracting agent responsible for managing the tasks, meeting milestones, and delivering the subbasin plan on time and within budget. A Subbasin Planning Team will develop the plan and supervise the Technical Work Group that will complete the technical work. The HRSWCD will subcontract with each of the entities that comprise these groups.

A separate contract will provide for the writing and editing functions for the subbasin plan. Holly Coccoli has been selected as the contractor for this work. Ms. Coccoli wrote the Hood River Subbasin Summary for the Council's first Provincial Review in the Gorge Province and has demonstrated expertise and experience to perform this work.

#### Proposed Timeline and Budget

The Hood River workplan proposes a 14-month timeframe starting in December 2002 and ending in February 2004. The proposed workplan for the Hood River subbasin is consistent with the criteria described in the Council's Technical Guide for Subbasin Planners. The Group has approved the funding allocated for this subbasin and the combined total of the two proposed workplans will not exceed \$119,070 for FY03/04.

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November 7, 2002

Lynn Palensky  
Subbasin Planning Coordinator, NWPPC  
851 SW Sixth Avenue, Suite 1100  
Portland, OR 97204-1348

The Hood River Soil and Water Conservation District, as agent for the Hood River Subbasin Planning Team, submitted a work plan for subbasin planning in the Hood Subbasin to the Oregon Subbasin Planning Coordination (Level II) Group (OCG) for review before forwarding it to the Northwest Power Planning Council.

The attached work plan has been reviewed and approved by both the Oregon Subbasin Planning Project Manager and the OSPCG. The Project Manager and the OSPCG join the Hood River Soil and Water Conservation District in requesting Northwest Power Planning Council approval of this work plan.

We appreciate prompt attention by the Council and look forward to working together to complete the subbasin planning process in the Hood Subbasin.

Sincerely,

Eric Bloch  
Chair, Oregon Coordination Group  
Oregon Member, Northwest Power Planning Council

Attachments

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# **REQUEST FOR FUNDING SUBBASIN PLANNING**

**2000 Columbia River Basin Fish and Wildlife Program**

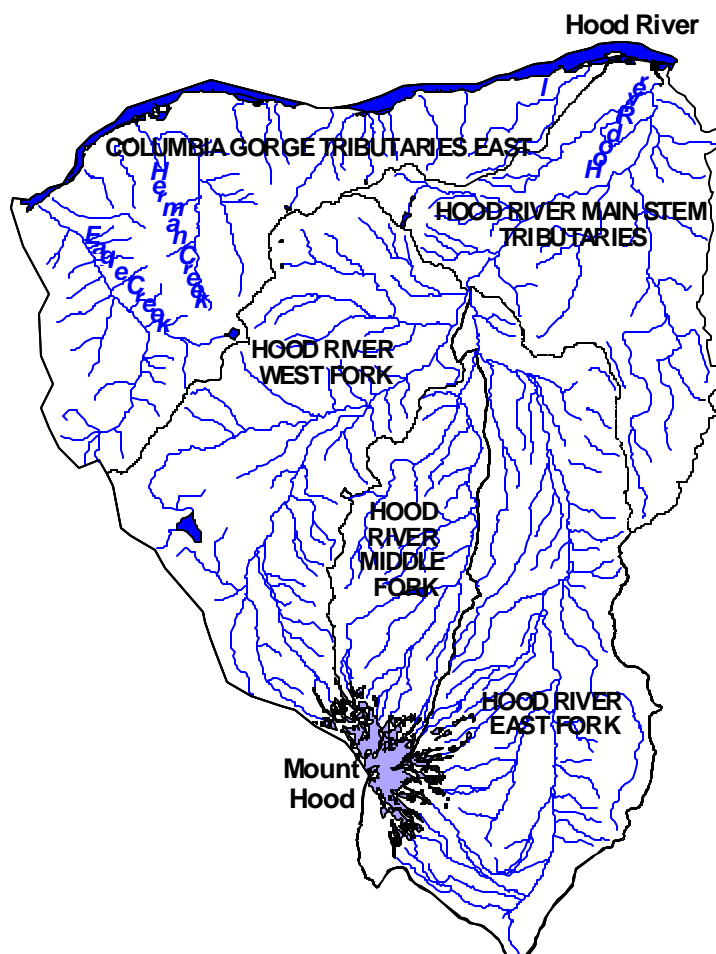
## **HOOD RIVER SUBBASIN**

### **Individual Work Statements**

- 1. Hood River Soil & Water Conservation District**
- 2. Technical Writer/Editor**

# Hood River Subbasin Work Plan

*including the Oregon Columbia River Tributaries East Watershed*



## Subbasin Planning Request for Funding

2000 Columbia River Basin Fish and Wildlife Program

October 28, 2002



*Hood River Soil & Water Conservation District  
3007 Experiment Station Drive  
Hood River, OR 97031*

## APPLICATION CERTIFICATION AND TRANSMITTAL

To: Northwest Power Planning Council  
851 SW Sixth Avenue, Suite 1100  
Portland, OR 97204  
Attn: Contracts Officer

Thru: Oregon Subbasin Planning Coordination Group  
Contact Person: Jim Owens

From: Hood River Soil and Water Conservation District  
3007 Experiment Station Road  
Hood River, OR 97031  
Contact Person: Anne Saxby, Manager Phone: 541-386-6719

### Request:

Through the Oregon Subbasin Planning Coordination Group, the Hood River Soil and Water Conservation District, serving as the lead entity and fiscal agent for the Hood River Subbasin Planning Team, is requesting contract financial assistance from the Northwest Power Planning Council for development of the Hood River Subbasin Plan in accordance with such funding conditions as may be required by the Council and the Bonneville Power Administration. This application is prepared with full knowledge and understanding of the Council's practices and procedures described in the attachments 1-3 of the request for funding materials provided.

Project Name: Hood River Subbasin Plan (including Oregon Columbia River Tributaries East Watershed)

Subbasin: Hood

Province: Columbia Gorge

### Certification:

I/we certify that to the best of our knowledge, the information provided in this application is true and correct and that the financial assistance requested will be utilized only for the purpose of carrying out the activities described in the attached statement of work.

Authorized Representative : Signed by Anne Saxby, 10/22/02  
Signature

Date

Printed Name and Title: Anne Saxby, Manager, Hood River Soil and Water Conservation District

## APPLICANT/ORGANIZATION INFORMATION

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Province name: Columbia Gorge

Subbasin name: Hood

Organization name: Hood River Soil and Water Conservation District

Type of organization: Conservation District (special purpose district)

Mailing Address: 3007 Experiment Station Drive

City/Town: Hood River

State, Zip: Oregon 97031

Telephone: 541-386-6719

Email address: Saxharp@gorge.net

FAX: 541-386-2815

Organization purpose and legal status:

The Hood River Soil and Water Conservation District (HRSWCD) was formed in 1953 under ORS Chapter 568. Its mission is to provide educational, technical and financial assistance to Hood River County landowners in order to protect, conserve and restore natural resources. The District works closely with Oregon Department of Agriculture, Oregon State University Extension, and the Natural Resources Conservation Service to implement agricultural water quality, erosion control, and irrigation efficiency cost-share programs, projects, and related landowner education. Examples include the OWEB Small Grant Program and NRCS Environmental Quality Incentives Program. The HRSWCD formed the Hood River Watershed Group (council) in 1993 and serves as its fiscal manager. Five publicly elected directors serve on the District Board. The HRSWCD is legally authorized to receive federal and state funds, donations, gifts, services, and technical assistance under various statutes including ORS.550. The HRSWCD will act as the lead entity and fiscal agent for the Hood River Subbasin Planning Team which was organized in July 2002 to prepare a Subbasin Plan for the Hood River and Oregon Columbia River tributaries east of Bonneville Dam.

**Contract contact information:**

Project Contract Administration Representative: Anne Saxby, Manager, Hood River Soil and Water Conservation District

Mailing Address: 3007 Experiment Station Drive

City/Town: Hood River

State, Zip: Oregon 97031

Email address: Saxharp@gorge.net

Telephone #541-386-6719

# SUMMARY DESCRIPTION OF PROJECT

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## Overall Approach

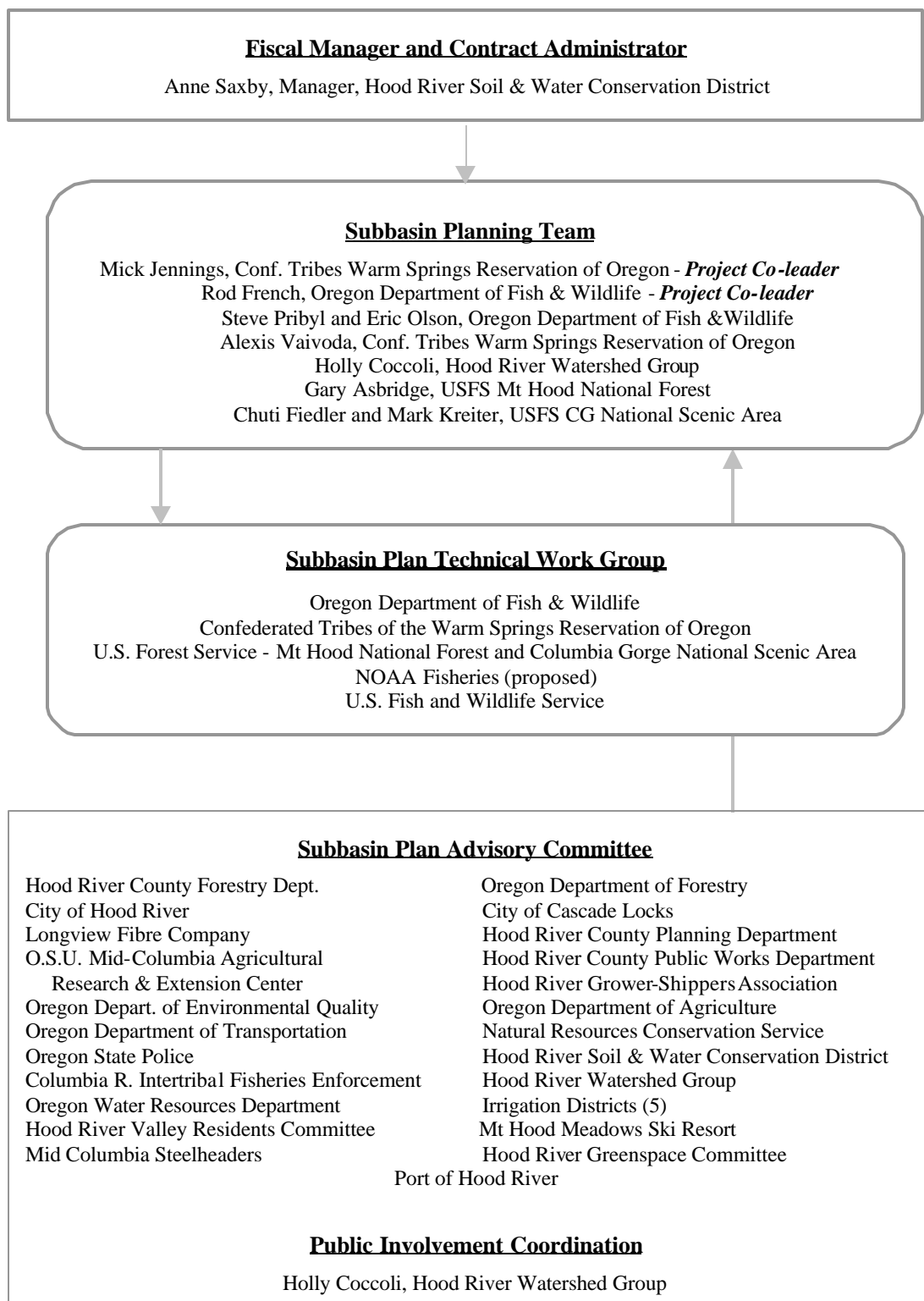
### **Purpose**

A subbasin plan will be prepared for the Hood River Subbasin and the Oregon Columbia River Tributaries East Watershed (independent drainages between Bonneville Dam and the Hood River). The subbasin plan will define goals, objectives, and strategies for fish and wildlife for a 10-15 year horizon. It will reflect a collaborative effort among resource agencies, Tribes, and the local community. The plan will be submitted to the Northwest Power Planning Council (NWPPC) for adoption under the Council's Fish and Wildlife Program to help direct BPA funding to projects that enhance, mitigate, and protect fish and wildlife populations adversely impacted by the Columbia hydropower system. It will also be submitted to the Oregon Watershed Enhancement Board for adoption as goals and priorities for watershed restoration under the Oregon watershed council program. Subbasin plans are also intended to be consistent with (and help meet requirements of) Endangered Species Act species recovery plans, Clean Water Act, Agricultural Water Quality Management Area Plans, tribal trust responsibilities and treaty rights, the Northwest Forest Plan, National Forest land management objectives, the Oregon Plan for Salmon and Watersheds, local land use plans, and Oregon Department of Fish and Wildlife basin plans and rules.

### **Organization**

The following chart shows the proposed project organization, membership and staffing. The Hood River Soil and Water Conservation District (HRSWCD) will serve as the fiscal and contract manager for the project. It will be responsible for progress reports and delivery of a completed subbasin plan to the NWPPC. A ***Subbasin Planning Team*** will develop the plan and supervise technical work. The team will have representatives of the Oregon Department of Fish and Wildlife (ODFW), Confederated Tribes of the Warm Springs Reservation (CTWS), Hood River Watershed Group (watershed council), and the U.S. Forest Service (USFS), including the Mt Hood National Forest and the Columbia Gorge National Scenic Area. For planning and technical work, the lead agencies will be ODFW and CTWS serving as co-coordinators. The HRSWCD will subcontract with CTWS, ODFW, and USFS for technical work to complete the project. A ***Technical Work Group*** will be supervised by the Subbasin Planning Team to refine existing scientific information and data, work with the Technical Outreach and Assistance Team (TOAST) to develop Ecosystem Diagnosis and Treatment modeling, and contribute data, analyses, and reviews to the Subbasin Planning Team as required. The ***Technical Work Group*** will include the USFS, ODFW, and CTWS, and the U.S. Fish and Wildlife Service and NOAA Fisheries as needed and available. An ***Advisory Committee*** will also review planning progress, draft products, and provide input and comments. The Advisory Committee will include state agencies, local government, local "stakeholders" and interested citizens. Writing and editing of the subbasin plan will be preformed under a separate contract with NWPPC. Public outreach will be coordinated by the Planning Team, using the watershed council as a key mechanism.

# HOOD RIVER SUBBASIN PLAN -- ORGANIZATIONAL CHART





## **Coordination with Other Entities**

The Subbasin Planning Team will seek to coordinate with all organizations and agencies in the planning area that have an interest in or responsibility for watershed and natural resource concerns. The Advisory Committee will be the main vehicle for coordination, and the Technical Work Group will be the focus of ongoing coordination with NOAA Fisheries and the US Fish and Wildlife Service. Data and information will be obtained from the Advisory Committee as required. Draft plan sections will be circulated by mail or email for comment, and Advisory Committee meetings will be convened as needed.

## **Technical Assistance**

The HRSWCD will contract with the USFS, ODFW, and CTWS (or their assigns) for planning and technical assistance on fisheries, wildlife, and land management issues. The USFS will assemble the database for the Ecosystem Diagnosis and Treatment (EDT) model, and provide information regarding forest management, watershed restoration plans and assessments, and fish and wildlife biology. The Subbasin Planning Team will establish technical teams as needed to complete subbasin plan elements. Added technical assistance will be provided from the Oregon Coordinating Group's Technical Outreach and Assistance Team (TOAST). For example, significant help with work on the Ecosystem Diagnosis and Treatment (EDT) model including database development and analyses is anticipated from TOAST. The USFS will be the lead in setting up the EDT, working closely with ODFW and CTWS. ODFW will compile wildlife information and work with TOAST on the Northwest Habitat Institute Interactive Biodiversity Information System (IBIS) to link terrestrial wildlife and aquatic habitat plans. The Technical Recovery Teams assigned by NOAA Fisheries will provide key information to the planning process, while the NWPPC and NOAA will provide information on "out-of-subbasin" effects that apply to all anadromous fish populations. TOAST will also provide or recommend a wildlife analysis methodology. A GIS contractor will assist with mapping habitat conditions and other GIS analyses as needed for planning and documents. The USFS will also provide GIS data and assistance.

## **Related Planning Efforts**

The Subbasin Planning Team will coordinate subbasin planning with other on-going activities, programs, and planning for fish, wildlife, water quality, resource use, and watershed restoration. Examples include efforts carried out through the Oregon Plan for Salmon and Watersheds and Oregon Watershed Enhancement Board (OWEB), the Northwest Forest Plan, Oregon Statewide Land Use Planning Goals, and the Total Maximum Daily Load (TMDL) water quality study. The Subbasin Planning Team will seek to have the subbasin plan serve as a building block for recovery plans to be developed by the NOAA Fisheries for listed anadromous fish species and by the U.S. Fish and Wildlife Service for bull trout.

Ongoing planning for hatchery supplementation, monitoring and evaluation, and habitat under the ODFW and CTWS Hood River Production Program (HRPP) will be incorporated into the subbasin plan. This BPA-funded program began in 1991 with major facilities completed in 1996 and 1998. A consultant review of HRPP status, progress, and the possible need for program modification ("adaptive management") was initiated in 2002 and will run concurrently with the subbasin planning process. Products

and recommendations generated in this review, including fish population carrying capacity and life-cycle model results, will be integrated as they become available.

In 2002, the Hood River Watershed Group completed a 5-year Hood River Watershed Action Plan to recommended habitat protection and restoration measures in response to watershed assessment information. The Action Plan is now in the implementation phase. Most Action Plan measures are likely to be adopted into the subbasin plan. A TMDL study and an SB 1010 agricultural water quality plan has been completed for the subbasin planning area. The subbasin plan will integrate TMDL-related water quality management plans as may be required by Oregon Department of Environmental Quality, and the Hood River Agricultural Water Quality Area Management Plan.

### **Overall Project Timeframe**

Based upon a 14-month schedule, and a contract approved on or before November 30, 2002 -- the anticipated overall timeline and milestones are as follows:

Timeline	Major Milestones
March 2003	Complete overview, assessment, including updated species characterization and status, environmental conditions, ecological relationships, and limiting factors
April 2003	Inventory of existing activities completed
June 2003	Draft vision and biological objectives completed
December 2003	Draft management plan completed
February 2004	Final subbasin plan submitted to NWPPC

### **Public Outreach and Involvement**

The Hood River Watershed Group (council) will serve as the main mechanism to ensure broad-based public involvement at the local level. Formed in 1993 by the HRSWCD, the Watershed Group is broadly based and generally meets once a month. It is made up of citizens, irrigation districts, agriculture, timber, business interests, local, tribal, and state government, the Forest Service and the Natural Resource Conservation Service. The Subbasin Planning Team will maintain a close working relationship with the Hood River Watershed Group. Most local affected interests are members of the watershed council, but also will be encouraged to participate on the Advisory Committee. An initial “kick-off” presentation will explain the subbasin planning process and invite comments or

concerns. The Subbasin Planning Team will provide regular updates at council meetings and solicit feedback.

Four of the 12 watershed council meetings scheduled over a 14-month planning period will focus entirely on subbasin planning. Drafts of the Vision and Objectives, and the Management Plan will be presented and discussed at watershed council meetings and circulated to the Advisory Committee and other interested individuals for comment. Meetings will be advertised by local newspaper and radio.

In addition, outreach to the broader community and elected officials will consist of news articles, presentations to city councils, planning commissions, County Commissioners, and civic organizations.

## STATEMENT OF WORK

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A subbasin plan will be prepared following the guidance set forth in *Technical Guide for Subbasin Planners* (NWPPC Council Document 2001-20), the National Marine Fisheries Service *Local Recovery Plan Guidelines* (NMFS, ca. June 2002), and *Oregon Specific Guidance* (Oregon Subbasin Planning Project Manager, draft 2002). Consistent with subbasin summaries completed for provincial reviews, the geographic scope of the Hood River Subbasin Plan will include two distinct areas: 1) the 352-square mile Hood River drainage with its four major watersheds; and 2) the 105- square mile Oregon Columbia Tributaries East Watershed comprised of Eagle, Herman, Viento, Lindsey, and Phelps creek drainages.

Fish and wildlife population and habitat management goals and objectives, including harvest, natural and hatchery production will be developed for a 10-15 year horizon. Strategies to meet goals for habitat protection and restoration will be prioritized in collaboration with local stakeholders in the planning process. As intended by the NWPPC, the Subbasin Planning Team will rely mostly on existing assessment information and focus the majority of effort on the management plan and strategies. However, we anticipate spending significant time developing an EDT model and compiling available wildlife information. The Subbasin Planning Team and Technical Work Group will work with the Oregon Coordinating Group and the Technical Outreach and Assistance Team (TOAST) to assemble data needed for a refined Ecosystem Diagnosis and Treatment Model for the Hood River drainage and use model results to validate current assumptions about aquatic habitat capacity and limiting factors. The Subbasin Planning Team and Technical Work Group will also work with ODFW and the USFS and with TOAST to refine and expand existing wildlife population and habitat information, use tools such as IBIS, and identify wildlife habitat and research needs.

### Deliverables and Work Products

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The following subbasin planning products will be prepared with a tentative start date of late November or early December 2002 and a completion date of February 2004. Tasks and major subtasks are further summarized below according to plan elements in the *Technical Guide for Subbasin Planners* (NWPPC Council Document 2001-20) and a Project Schedule is provided.

1. An updated EDT model for the Hood River subbasin
2. Updated aquatic and terrestrial subbasin assessments for the Hood River Subbasin and the Columbia Tributaries East Watershed (fish populations, aquatic habitat conditions artificial production, and wildlife habitat and populations)
3. Updated subbasin inventory
4. Management plan based on scientific information and prepared with local “stakeholder” and public input, and coordinated with NOAA Fisheries, US Fish and Wildlife Service and ODEQ for consistency with Clean Water Act and expected ESA plans and requirements. Note: It is intended that the draft management plan will be completed by

December 2003 in order to allow adequate time for public review and response to comments before the plan is submitted to the NWPPC.

### **Tasks and Major Sub-tasks**

1. **Start Up:** The process will begin upon signing a contract with the NWPPC/BPA. The Project Fiscal Manager/Contract Administrator Anne Saxby, HRSWCD, will set up an internal project management tracking and accounting system. The Fiscal Manager/Contract Administrator will meet with Subbasin Planning Team to discuss and set up subcontracts with technical team members. The HRSWCD will contract with ODFW and the CTWS for fish and wildlife technical support services, and a GIS contractor for mapping assistance. The Hood River Watershed Group Coordinator Holly Coccoli will organize an initial presentation introducing the subbasin planning process at a watershed council meeting, publish an article in the Hood River Newspaper, and meet with elected officials to inform them of the beginning of the planning process and solicit participation.

### **Assessment**

2. **Subbasin Overview:** The writer will work with the Subbasin Planning Team to compile existing plans, assessments and updated reports on the Hood River and Columbia Tributaries East Watersheds. Working with these documents and the Subbasin Summaries, the writer will prepare the subbasin descriptions for review by the Subbasin Planning Team. The overview will describe the geography, land ownership, biological and environmental situation in the Basin. Information on how the Hood and Columbia Tributaries East subbasins fit into the overall regional context will be provided by the TOAST and included in the overview. The Subbasin Planning Team will work with ODFW and USFS staff to compile more detailed wildlife population and habitat information, and work with state and federal biologists to identify wildlife data gaps or necessary research. The overview will be completed by the writer by January 30, 2003 and reviewed in sections by the Subbasin Planning Team by March 2003.
3. **Species Characterization and Status:** ODFW and CTWS will identify the focal species based upon ESA status, state sensitive species lists, cultural importance and other factors. The list will be reviewed by the Technical Work Group including the Forest Service and other federal agencies. Based upon the list of focal species, the writer will work with ODFW and CTWS to delineate and characterize each species and the conditions needed to assure their long-term sustainability in the planning area. This work will utilize input from the TOAST to assure regional consistency. NMFS and/or the NWPPC will provide needed information on out-of-subbasin effects and assumptions for each focal species. The USFWS and NOAA Fisheries will be contacted to obtain information on focal species and to solicit their input. This step will be completed by March 2003 and will be reviewed by the Advisory Committee members and the Watershed Group.
4. **Environmental Conditions:** The writer will develop the description of existing conditions based upon the Subbasin Summary and existing plans and watershed assessments. This description will be reviewed by the Subbasin Planning Team to assure

that is accurately benchmark of the present situation. The USFS will work with the Technical Work Group, TOAST, and Mobrand, Inc. to select stream reaches to develop the EDT model, and transform state, tribal, and federal stream habitat survey data into a usable format for EDT model for reach level analysis, and fill in the habitat attribute and population data. The TOAST will provide database structures, coarse screen EDT data sets, data input assistance, retrieval tools and standard report templates. The description of existing conditions will be completed by June 2003. The USFS biologists, with help from the Technical Work Group will spend several weeks working with TOAST and Mobrand to refine the EDT analysis focusing on defining reaches and inserting necessary information into the Level II parameters for each reach.

5. **Ecological Relationships:** The Subbasin Planning Team will work with Mobrand, the Northwest Habitat Institute, and other state and federal agencies and technical experts to analyze the key interspecies relationship and key functional relationships, processes and functions of the focal species. The writer will then work with the TOAST, ODFW and CTWS to prepare a written assessment of habitat population interactions for the focal species. This section will be reviewed by the Technical Work Group.
6. **Limiting Factors and Conditions:** Based upon the EDT analysis of environmental conditions and analysis of ecological relationships, the Subbasin Planning Team and Technical Work Group will together identify the limiting factors and conditions that inhibit the ecological processes needed for sustainable populations of the focal species. The description and discussion of limiting factors and conditions will be reviewed by TOAST as well as the Advisory Committee. Both the description of ecological relationships and limiting factors would be completed by early June, 2003.
7. **Interpretation and Synthesis:** A synthesis of findings will be developed including generating a *working hypothesis*, characterizing species abundance and productivity, desired future conditions, and identifying opportunities and challenges. The analyses of limiting factors and conditions will be integrated with work on the ecological relationships. All of the above information and analysis will be used to develop management plan alternatives. Key assumptions and the key factors that impede optimal ecological function and biological performance for focal species will be identified. Near term opportunities will be identified based upon areas that are high priorities for protection and high priority areas for restoration. Interim strategies and actions will be described and prioritized. This work will be done by the Subbasin Planning Team together with the Technical Work Group, with help as needed from the TOAST. The writer will draft the synthesis discussion so that it can be reviewed by the Subbasin Planning Team and Technical Work Group. The entire draft assessment will be completed by the mid June 2003 and presented to the HRWG at its June 2003 meeting.

## Inventory

8. **Inventory of Existing Projects and Past Accomplishments:** The writer will summarize existing restoration and habitat protection projects, programs, plans, and ordinances over the last 5 years within the planning area. This will be done by updating subbasin summary inventory information and soliciting information from Advisory

Committee members, and the Hood River Production Program Review. Maps of habitat restoration projects and other inventory elements will be created. The Subbasin Planning Team and the Technical Work Group will review the inventory against the assessment results to identify gaps between actions taken and actions needed. The inventory will be reviewed by the Watershed Group later during the Management Plan development phase. The inventory itself will be completed by August 2003.

## **Management Plan**

9. **Vision:** A draft vision statement will be developed and written by the Subbasin Planning Team to describe the desired future condition of the planning area. The vision statement will be completed and reviewed by the Technical Work Group and Advisory Committee, as well as the HRWG by October 2003.
10. **Biological Objectives:** Biological objectives will be based on the vision statement. They will explain how the limiting factors will be addressed and describe and quantify the resulting changes in biological performance of the focal species. The biological objectives will be developed by the Subbasin Planning Team with support from TOAST. They will be reviewed by the Advisory Committee and the Hood River Watershed Group before adoption. They will be completed by October 2003.
11. **Subbasin Strategies:** Proposed strategies will be developed by the Subbasin Planning Team using strategies from the Hood River Watershed Action Plan as a starting point, and recommendations in the USFS Watershed Analysis for the Columbia River Tributaries East Watershed. Through the Advisory Committee and the public participation process in the Hood River Watershed Group, the strategies will be prioritized and an implementation sequence determined. The strategies will be directly linked to achieving the biological objectives.
12. **Consistency with ESA and Clean Water Act Requirements:** Beginning as early as possible in the process, the Subbasin Planning Team will seek to work with the USFWS and NOAA Fisheries to evaluate consistency with ESA requirements and with DEQ to determine consistency with Clean Water Act requirements. The plan will explain how the objectives and strategies are integrated with recovery goals for listed species and TMDL implementation plans.
13. **Research, Monitoring, and Evaluation:** Research needs will be identified to assure that critical assumptions in the analyses are addressed and data gaps filled. Additional monitoring and research studies needed for improved decision-making will be identified. This portion of the plan will be developed by the Subbasin Planning Team in conjunction with the Technical Work Group, but will be reviewed by the Advisory Committee to assure that it meets decision making needs and priorities. The TOAST will assist with preparation of the monitoring and evaluation component.

# Project Schedule

2002   2003   2004											
Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
<div> <div>Start-up</div> <div> <div>→</div> </div> </div>											
<div> <div> <div>HRSWCD subcontracting; internal tracking system</div> <div>Public Meeting #1</div> </div> </div>											
<div> <div>Assessment</div> <div>→</div> </div>											
<div> <div> <div>Subbasin Overview and Focal Species completed</div> <div>Inventory</div> <div>→</div> </div> </div>											
<div> <div>Management Plan</div> <div>→</div> </div>											
<div> <div> <div>Develop EDT model. Define reaches, convert stream survey data for model use, refine data sets</div> <div>Review and validate EDT model results</div> <div>Summarize existing projects, programs, plans, and ordinances</div> <div>Define subbasin vision and biological objectives</div> </div> </div>											
<div> <div> <div>Compile existing wildlife information; utilize IBIS modeling and planning tools w/TOAST</div> <div>Synthesis of Findings: working hypothesis, species abundance/productivity, desired future conditions, opportunities, challenges</div> <div>Compare inventory and assessment to identify gaps between actions taken and actions needed</div> <div>Public Meeting # 3 draft vision and biological objectives</div> <div>Monitoring, evaluation, and research plan</div> </div> </div>											
<div> <div>Compile references, documentations and maps</div> <div>Develop and prioritize subbasin strategies</div> </div>											
<div> <div> <div>Draft assessment review by advisory group</div> <div>Public Meeting #2 EDT and IBIS results</div> </div> </div>											
<div> <div>Public Meeting # 4</div> <div>Coordination to seek consistency with ESA and CWA</div> <div>Draft management plan reviewed by advisory group and interested public</div> <div>Subbasin Plan Finalized</div> </div>											



# Project Budget

Assessment				
<b>1. Personal Services</b>				
Job Title	# FTEs	Hourly rate	Est. # of hours	Total
HRWSCD Manager (contract admin, subcontract management, payroll costs)	.15	\$40	150	\$6,000
<b>2. Travel</b>				
Auto From/To	Rate	Est. # miles	Est. # trips	Total
Portland-Sandy-Parkdale- Hood River /The Dalles	\$.365/mile	1000	15	365
<b>3. Services and Supplies</b>				
Printing and copying				400
Long distance phone				100
Supplies				250
<b>4. Professional Services (Contracts)</b>				
Job Title	# FTEs	Hourly rate	Est. # of hours	Total
ODFW Biologist	.15	\$45	160	7,200
CTWS Biologist	.15	\$45	160	7,200
USFS Lead Biol - MHNH	.15	\$40	180	7,200
USFS Biologist -MHNH	.15	\$35	140	4,900
USFS Biol/Hydrol - CGNSA	.10	\$40	80	3,200
USFS GIS Specialist -MHNH	.02	\$40	20	900
GIS Consultant Services		\$40	80	3,600
			<b>Subtotal</b>	<b>\$41,215</b>
Inventory				
<b>1. Personal Services</b>				
Job Title	# FTEs	Hourly rate	Est. # of hours	\$Total
HRWSCD Manager (contract admin, subcontract management, payroll)		\$40	20	800
<b>2. Travel</b>				
Auto From/To	Rate	Est. # miles	Est. # trips	Total
Portland-Sandy-Parkdale- Hood River /The Dalles	\$.365/mile	100	4	40
<b>3. Services and Supplies</b>				
Long distance phone				50
<b>4. Professional Services (Contracts)</b>				
Job Title	# FTEs	Hourly rate	Est. # of hours	Total
ODFW Biologist	.05	\$45	24	1,080
CTWS Biologist	.05	\$45	24	1,080
USFS Lead Biol - MHNH	.05	\$40	24	960
USFS Biol/Hydrol -CGNSA	.03	\$40	12	480
USFS GIS Specialist -MHNH	.05	\$40	20	800
GIS Consultant Services		\$45	40	1,800
			<b>Subtotal</b>	<b>\$7,090</b>

Management Plan				
<b>1. Personal Services</b>				
Job Title	# FTEs	Hourly rate	Est. # of hours	Total
HRWSCD Manager (contract admin, subcontract management, payroll costs)	.17	\$40	160	\$6,400
<b>2. Travel</b>				
Auto From/To	Rate	Est. # miles	Est. # trips	Total
Portland-Sandy-Parkdale - Hood River /The Dalles	\$.365/mile	1000	15	365
<b>3. Services and Supplies</b>				
Printing and copying				3000
Long distance phone				100
Supplies				100
<b>4. Professional Services Contracts</b>				
Job Title	# FTEs	Hourly rate	Est. # of hours	Total
ODFW Biologist	.26	\$45	250	11,250
CTWS Biologist and watershed office staff	.52	\$45	500	22,400
USFS Lead Biol - MHNF	.20	\$40	210	8,400
USFS Biol/Hydrol -CGNSA	.06	\$40	70	2,800
			<b>Subtotal</b>	<b>\$54,815</b>
<b>GRAND TOTAL</b> (excluding writing/editing costs)				<b>\$103,120</b>

### **Budget Assumptions**

1. Hourly rates include salary, fringe benefits, overhead, and other expenses. For example, the MHNF requires an 18% overhead charge in order to contract with the HRSWCD.
2. Work can proceed from the time the budget and workplan are approved by NWPPC.
3. The budget does not include substantial other in-kind contributions to be made by participants. For example, public outreach and planning is covered under existing Oregon Watershed Enhancement Board funding for the Hood River Watershed Group in support of Watershed Action Plan implementation. This budget does not technical support provided by the Oregon Subbasin Planning Coordinating Group TOAST.
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# Statement of Work

## Writing-Editing for Hood River Subbasin Plan *including the Columbia Tributaries East Watershed*

Holly Coccoli  
Hood River, Oregon

October 28, 2002

### 1. Summary

This Statement of Work is specifically for writing and editing of the Hood River Subbasin Plan including the Columbia Tributaries East Watershed. The Hood River Soil and Water Conservation District (SWCD) has proposed to be the lead entity and fiscal manager for subbasin planning for the Hood River Subbasin. The SWCD has submitted a workplan and budget to the Oregon Coordinating Group and the Northwest Power Planning Council. The Hood River workplan and budget identifies Holly Coccoli as the writer for the plan. *A separate contract arrangement with NWPPC is necessary for writing and editing because the writer is an employee of, and therefore cannot contract with, the SWCD.* Time spent on writing the subbasin plan will occur outside of regular work hours for the SWCD. Ms. Coccoli was selected as the writer given her experience as the author of the subbasin summaries for the Columbia Tributaries East Watershed and Hood River, Hood River Watershed Assessment (1999), Hood River Watershed Action Plan (2002), and the Hood River Fish Habitat Protection, Restoration and Monitoring Plan (2000). This Statement of Work covers services to be provided for a 14-month period beginning November 30, 2002.

### 2. Purpose and Objectives

The writer will prepare a subbasin plan following the guidance set forth in *Technical Guide for Subbasin Planners* (NWPPC Council Document 2001-20), the National Marine Fisheries Service *Local Recovery Plan Guidelines* (NMFS, ca. June 2002), and *Oregon Specific Guidance* (Oregon Subbasin Planning Project Manager, 2002). Consistent with subbasin summaries completed for provincial reviews, the geographic scope of the Hood River Subbasin Plan will include two distinct areas: 1) the 352-square mile Hood River drainage with its four major watersheds; and 2) the 105-square mile Oregon Columbia Tributaries East Watershed comprised of Eagle, Herman, Viento, Lindsey, and Phelps creek drainages. The writer will work closely with the Subbasin Planning Team and the Technical Work Group to write the plan.

### 3. Deliverables

Work products will be prepared by the writer as outlined in the attached Hood River Subbasin workplan and in the in *Technical Guide for Subbasin Planners* (NWPPC Council Document 2001-20), the National Marine Fisheries Service *Local Recovery Plan Guidelines* (NMFS, ca. June 2002), and *Oregon Specific Guidance* (Oregon Subbasin Planning Project Manager, 2002). The basic approach will be for the writer to prepare chapters of the plan for review by the Subbasin Planning Team and the Technical Work Group as appropriate. The subbasin plan will consist of the following work products:

- (1) Aquatic and terrestrial subbasin assessments for the Hood River Subbasin including the Columbia Tributaries East Watershed (fish populations, aquatic habitat conditions artificial production, and wildlife habitat and populations), incorporating results of updated EDT modeling and/or IBIS modeling.
- (2) Subbasin inventory covering habitat restoration and protection activities, projects and programs within the last 5 years.
- (3) Management plan based on the above and prepared with local stakeholder input, and coordinated with NOAA Fisheries, US Fish and Wildlife Service and ODEQ for consistency with Clean Water Act, expected ESA plans and requirements, and other relevant federal mandates and plans.

Specific tasks, objectives, and schedules are defined below.

#### Task 1. Subbasin Overview and Focal Species

**Objective:** Write the description of existing conditions based upon the Subbasin Summary, existing reports, and watershed assessments. Facilitate review of a draft chapter and incorporate edits from the Subbasin Planning Team.

**Schedule:** By March 30, 2003

#### Task 2. Synthesis of Findings

**Objective:** Work with the Subbasin Planning Team to describe and document the working hypothesis, species productivity and abundance, desired future conditions, and opportunities and challenges for focal fish and wildlife species, integrating Ecosystem Diagnosis and Treatment model results and Interactive Biological Information System results. Facilitate review of this chapter and incorporate edits from the Subbasin Planning Team.

**Schedule:** By June 15, 2003

#### Task 3. Inventory

**Objective:** Summarize existing habitat and fish and wildlife protection and restoration projects, plans, programs, and ordinances that are ongoing and/or have occurred in the last 5

years. Work with Subbasin Planning Team to describe gaps between actions taken and those needed. Facilitate review and incorporate edits from the Subbasin Planning Team.

**Schedule:** By August 30, 2003

#### **Task 4. Subbasin Vision and Biological Objectives**

**Objective:** Write up and discuss the vision statement and the biological objectives chapter for the Hood River subbasin and the Columbia Tributaries East watershed. Facilitate review and incorporate edits from the Subbasin Planning Team and the Advisory Committee.

**Schedule:** By October 31, 2003

#### **Task 5. Monitoring, Evaluation, and Research**

**Objective:** Write the chapter addressing monitoring, evaluation, and research plans for the Hood River subbasin and the Columbia Tributaries East Watershed. Facilitate review and incorporate edits from the Subbasin Planning Team in conjunction with the Advisory Committee.

**Schedule:** By November 30, 2003

#### **Task 6. Subbasin Strategies**

**Objective:** Write the chapter that defines and prioritizes subbasin strategies that meet the biological objectives for focal species in the Hood River subbasin and the Columbia Tributaries East Watershed. Facilitate review and incorporate edits from the Subbasin Planning Team in conjunction with the Advisory Committee.

**Schedule:** By December 31, 2003.

#### **Task 7. Finalize Subbasin Plan**

**Objective:** Prepare a draft subbasin plan made up of the assessment, inventory and management plan chapters. Work with the Subbasin Planning Team and the Advisory Committee to facilitate public review. Complete final edits and submit subbasin plan to the NWPPC.

**Schedule:** By February 28, 2004.

#### **Task 8. Monthly Reports**

**Objective:** Provide monthly reports indicating the status of written products and budget expenditures for writing and editing to Oregon Subbasin Planning Project Manager.

**Schedule:** Monthly

### **4. Budget**

The budget subtotal for writing and editing the Hood River Subbasin Plan including the Columbia Tributaries East Watershed is \$15,950. The total overall budget allotted for the Hood

River Subbasin Plan including the Columbia Tributaries East Watershed, including the \$15,950 for writing and editing, is \$119,070 (see budget in attached SWCD work plan).

A total time of 290 hours is estimated for writing and editing. The hourly rate for writing and editing is \$55 and includes labor, overhead, and other expenses. By major task, the hourly and cost breakdown is as follows

<b><u>Plan Element</u></b>	<b><u>Est. # of Hours</u></b>	<b><u>Subtotals</u></b>
<b>Management Plan</b>	<b>120</b>	<b>\$6,600</b>
<b>Inventory</b>	<b>50</b>	<b>\$2,750</b>
<b><u>Assessment</u></b>	<b><u>120</u></b>	<b><u>\$6,600</u></b>
<b>Total for writing and editing =</b>		<b>\$15,950</b>