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February 6, 2003

MEMORANDUM

TO: Council Members

FROM: Lynn Palensky

SUBJECT: Snake Hells Canyon Subbasin Planning Contract

Proposed Action

Staff recommends that the Council authorize the Executive Director to negotiate a contract to develop a subbasin plan for the Snake Hells Canyon Subbasin, based on the proposal submitted by the Nez Perce Tribe. The contract will observe the terms and conditions of the Council's Master Contract with Bonneville for subbasin planning and will follow the Council's standard contracting policies and practices. The proposal has been approved by, and is submitted through, the Idaho Level II Coordination Group and is subject to anticipated final consent by the Oregon Subbasin Planning Coordination Group (Group on February 14, 2003). The contract will not exceed \$163,430.

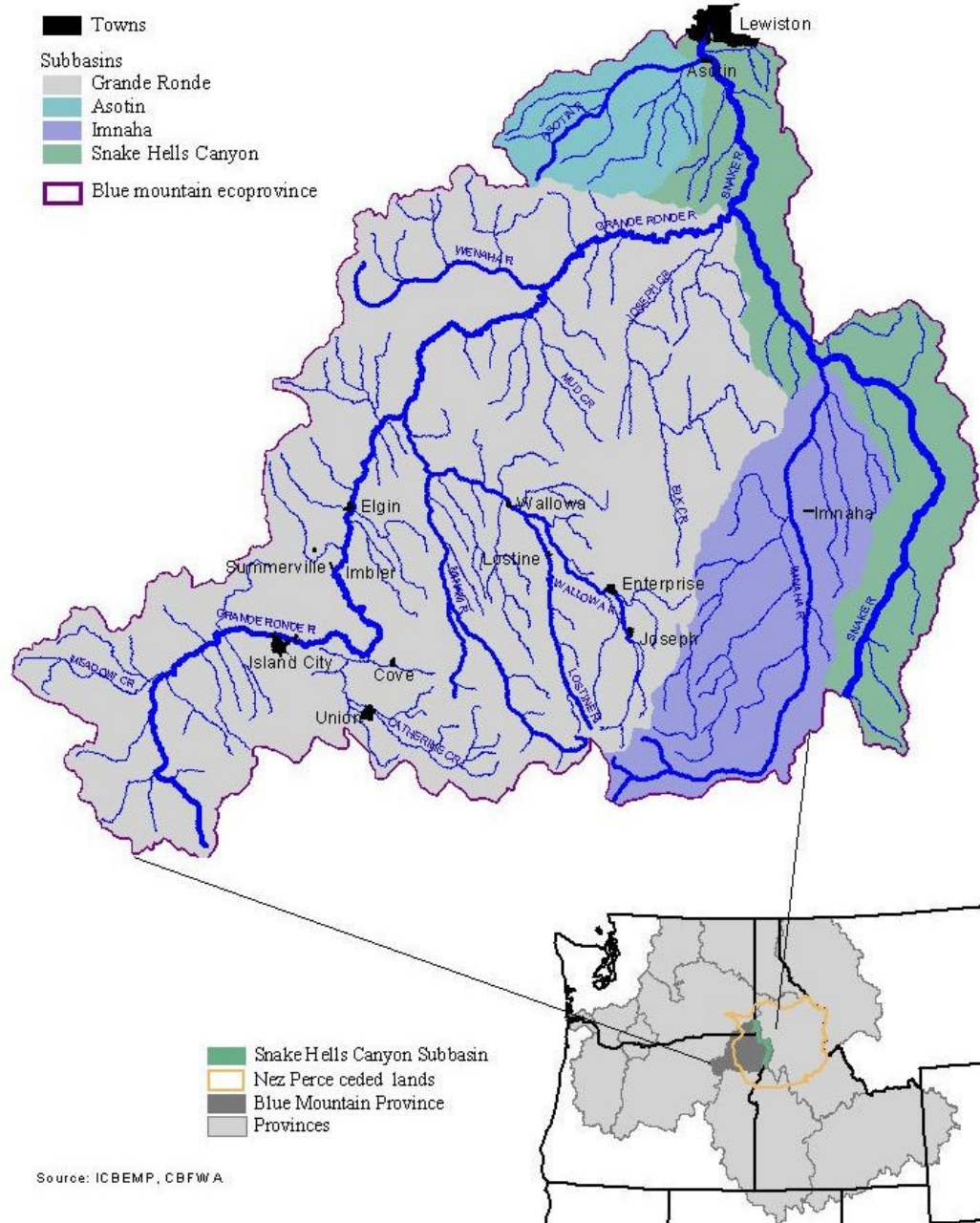
Background

The Snake Hells Canyon Subbasin is unique in that it lies within the borders of three states -- Idaho, Oregon and Washington with the majority of the geography in Idaho. For this reason, Idaho has taken the lead in the subbasin, with concurrence from the other two states. For the plan development, Oregon has a review and concurrence role, and Washington has delegated authority to Idaho. All three states are contributing planning funding for the development of this subbasin plan. Idaho and Washington are contributing Level II technical funding for the assessment components. Oregon's Technical Team -- TOAST -- may provide additional assistance for the technical products. This proposal includes \$38,636 of Level II technical funding contributed from Idaho and Washington. *The proposed workplan and budgets, which have been sent to you electronically, are available on the Council's website at www.council.org/news/agenda.htm.*

Schedule and Budget

The final Snake Hells Canyon subbasin plan will be submitted to the Council in May 2004 for amendment into the Fish and Wildlife Program. The budget for the contract will not exceed for \$163,430 for FY03/04.

Hells Canyon Snake River Subbasin Plan Work Plan



Submitted by the
Nez Perce Tribe
January 9, 2003

Workplan for Completion of a Hells Canyon Snake River Subbasin Plan

Purpose

The subbasin planning process aims to conduct a thorough scientific assessment to identify and evaluate the importance of factors affecting achievement of accomplishment of fish and wildlife goals and objectives, to define a vision and goals for fish, wildlife, and habitat in the Hells Canyon Snake River subbasin, to define objectives that measure progress toward those goals, and to establish strategies to meet those objectives. This work plan outlines a plan of action to guide the development of the Hells Canyon Snake River Subbasin Plan. The plan will be submitted to the Northwest Power Planning Council (Council) as a recommendation for possible adoption into the Council's Fish and Wildlife Program. In addition, the plan will be used by federal agencies to aid recovery for species listed under the Endangered Species Act and will be evaluated for consistency with the Clean Water Act, federal treaty and trust responsibilities with the basin Native American Tribes, and the Council's 2000 Fish and Wildlife Program. This subbasin plan is intended to serve as a building block in developing an ESA recovery plan and will incorporate the elements in NOAA Fisheries' Local Recovery Plan Guidelines insofar as they are provided to the Lead Entity by NOAA Fisheries and/or do not impose work on the Lead Entity beyond what is in the Technical Guide for Subbasin Planners. The Hells Canyon Snake River Subbasin Plan will follow the subbasin planning guidance adopted by the Council and, as much as possible, the Oregon Specific Guidance adopted by the Oregon Coordinating Group for the Oregon portion of the subbasin.

Project Schedule and Deliverables

The planning process is expected to begin in March 2003 and will conclude May 2004. The final subbasin plan will be submitted to the Council for review for adoption into the program in May of 2004. The project will continue for another six months after submission to respond to comments by the ISRP, the Council and the public. We expect the following schedule:

- | | |
|---------------------|---|
| At end of 9 months | Complete subbasin assessment, including species characterization and status, environmental conditions, ecological relationships, and limiting factors. The management plan work will be well underway by this time (December 2003). |
| At end of 9 months | Complete inventory of existing activities (December 2003). |
| At end of 11 months | Complete a public review draft of the plan. Since the plan will be a work in progress, members of the planning and technical committees will be seeing drafts throughout the process (February 2004). |
| At end of 14 months | Completed the final version of the plan for submission to the Council in May 2004. |

Organization

The Snake Hells Canyon Subbasin is unique in that it lies within the borders of three states -- Idaho, Oregon and Washington with the majority of the geography in Idaho. For this reason, Idaho has taken the lead in the subbasin, with concurrence from the other two states. For the plan development, Oregon has a review and concurrence role, and Washington has delegated authority to Idaho. Idaho followed a process established by the Idaho Level II group to select a lead entity -- the Nez Perce Tribe. Oregon and Washington endorsed this selection. The organization of this planning project is described below and graphically represented in Figure 2. All three states are contributing planning funding for the development of this subbasin plan. Idaho and Washington are contributing Level II technical funding for the assessment components. Oregon's Technical Team -- TOAST -- may provide additional assistance for the technical products.

Lead Entity

Nez Perce Tribe (NPT) will serve as the lead entity and fiscal agent, managing the contract with the Council and contracting for other services, as required, to prepare the subbasin plan. As such, the NPT will be responsible for providing the subbasin plan to the Council according to the terms agreed upon in its contract with the Council. The NPT will oversee the contractor in implementing the project, will keep the Nez Perce Tribal Executive Committee, the Idaho Level II and the Oregon Coordinating Group informed of progress on the project, and will interact with the Council and state policy teams to represent the project. In addition, the NPT has considerable technical and information resources for this subbasin, which will be integrated into the effort as required.

Proposed Sub-Contractor for the Project

The Nez Perce Tribe will subcontract with ecovista for services to carry out the project. The subbasin coordinator (from ecovista) will be Darin Saul, who will work in coordination with Dave Johnson and Ira Jones from the NPT. The coordinator's responsibility is to provide leadership through the process, to serve as a contact point, and to coordinate communication between the various players. Ecovista staff will work closely with the Planning Team and the Technical Team to compile, edit and write the draft assessment, inventory, and plan. Ecovista will supply technical expertise, technical writing, and coordination for outreach and public involvement for the project. Ecovista was chosen as the contractor for several reasons. These include expertise in planning (over 20 similar projects completed in the Snake River Basin), continuity through the process (ecovista wrote the subbasin summary for the Hells Canyon Snake River), expertise in modeling and analysis (ecovista runs numerous digital and GIS based aquatic models and analyses, and has experience in wildlife, population and physical environment modeling), and a long-standing relationship working for the NPT within natural resources and with diverse stakeholders. Ecovista's experience and capabilities are further described on its website www.ecovista.ws.

Planning Team

A Planning Team has been organized for the subbasin and includes representatives from government agencies with jurisdictional authority in the subbasin, fish and wildlife managers, private landowners and stakeholder groups. These representatives have committed to participating on the planning team for this project on their own time. The planning team's primary responsibility will be to help guide the public involvement process, participate in developing the vision and biological objectives, and to prioritize subbasin strategies. Regular communication and input between these team members at the inception of and throughout the planning process is critical. Planning Team members will be responsible for coordinating information, communication and acceptance of the subbasin plan by their respective organizations. The Planning Team will review and comment on all project products during their development. Planning Team meetings will be held on a monthly basis. All planning meetings will be open to the public. The method of arriving at agreement/consensus for the management plan portion of the project will be decided at the first official planning meeting. It is anticipated that a "can live with" form of consensus decision making will be adopted that seeks consensus if possible and in most cases, but that allows for following majority decisions if the minority can "live with" it. In cases of severe, irreconcilable disagreement about an issue, multiple positions will be noted in the plan. The planning team listed in the following figure includes individuals recruited to date. This list will be expanded during the project.

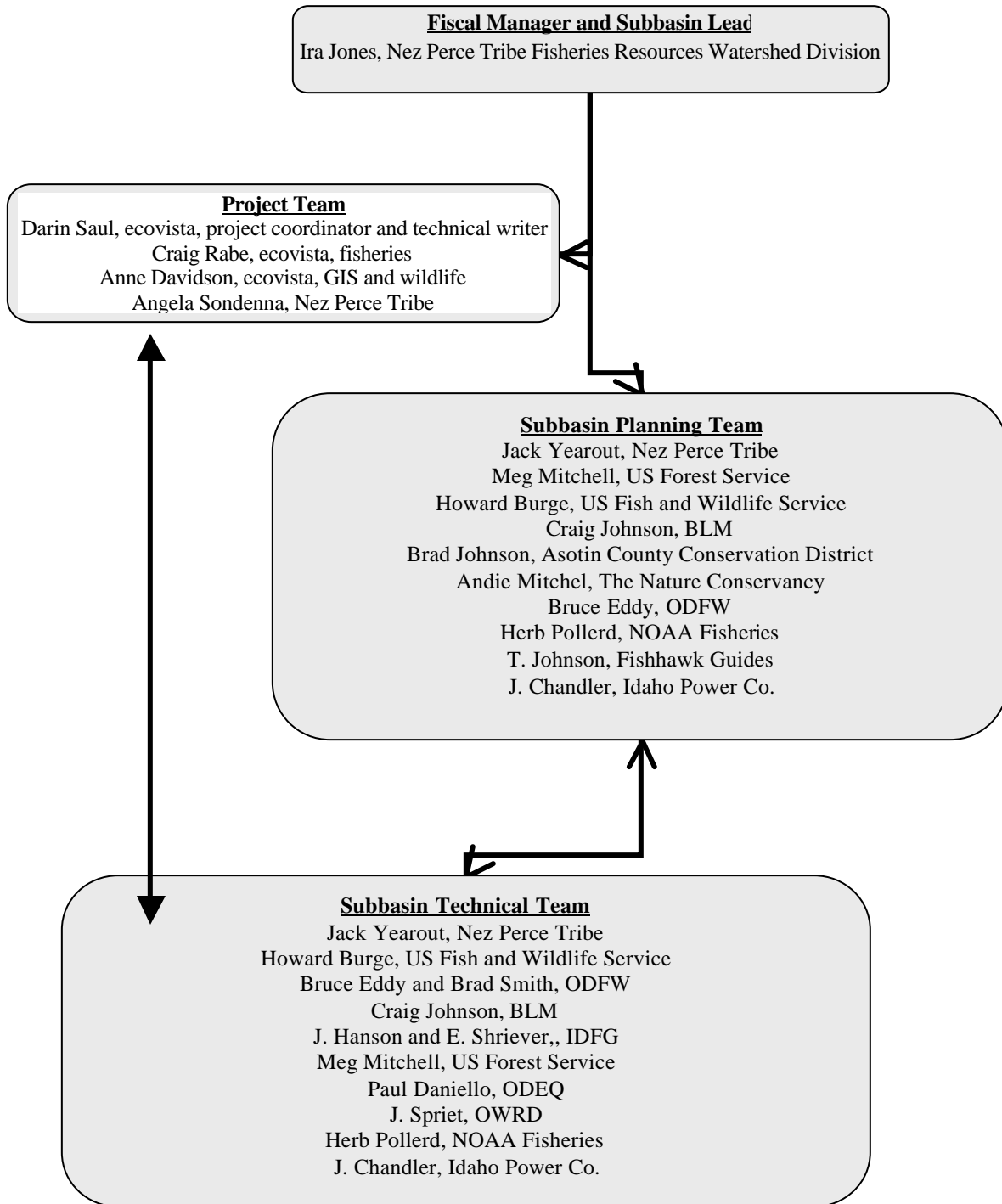
Technical Team

The Technical Team will be comprised of scientific experts as well as key members of the Planning Team. They will receive their task orders from the Planning Team. Their primary responsibility will be to oversee the development of and help analyze scientific data as part of the subbasin assessment, and they will have the biological, physical, and management expertise to refine, validate, and analyze data that will inform the planners as they develop the management plan. The Technical Team also will review all technical products of this project. The Technical Team will meet regularly during the development of the plan. Portions of the Wallowa County Natural Resource Advisory Committee (NRAC) technical committee, and numerous state and federal agency staff have committed to participating on the Technical Team on their own time. The specific individuals who have currently committed are included in the organizational chart. All Technical Team meetings will be open to the public. The Technical Team listed in the following figure includes individuals recruited to date. Washington State's technical staff have indicated that they will participate in a review role only and are not listed on the organizational chart. This list will be expanded during the project to include missing agencies or major interest groups.

Project Team

The Project Team is comprised of paid staff from ecovista and NPT. This team will be responsible for writing or coordinating the development of all deliverables.

Figure 2 Organizational Diagram



Related Planning Efforts

Oregon Department of Environmental Quality (DEQ) has recently initiated a Total Maximum Daily Load (TMDL) process for the Hells Canyon Snake River. We have initiated discussions of collaboration between the subbasin planning process and DEQ's TMDL process. Although timing and focus are different for the two efforts, considerable possibility for collaboration exists. We anticipate integrating DEQ's work on temperature, in particular, into our planning effort, while our work on fish and wildlife will add definition to their delineation of affected beneficial uses. We will continue to coordinate with DEQ's effort to ensure minimum overlap and maximum shared benefit for both projects. Endangered Species Act (ESA) recovery planning is also occurring and the subbasin plan will incorporate the ESA recovery goals if they are available. We will coordinate with the NOAA Technical Review Teams (TRT) working on recovery plans.

Idaho Power Corporation (IPCO) is in the process of applying to relicense Hells Canyon Dam. They have produced extensive research on the reach below the dam. We will incorporate this material into the assessment.

Public Involvement

The subbasin coordinator (Darin Saul of Ecovista) will design and manage the public involvement component of the project under the direction of the Planning Team. The primary public involvement tools will include individual interviews, focus groups, public presentations and meetings, a newsletter and a website.

- A public kick-off meeting will be held to introduce the public to the project, to outline expected project goals and milestones, and participation process.
- Interviews of individuals recognized as leaders in public opinion will be conducted to scope out issues and to prepare participant lists and activities for the focus groups. The Planning and Technical Teams will provide the initial list of people to be interviewed.
- Focus group meetings will be held to identify stakeholder perceptions of issues and possible solutions in the subbasin. The focus groups will be composed of individuals identified by the Planning Team and through a chain referral process during individual interviews. In the chain referral process, during each interview names of individual people or groups who would be important participants in public involvement are solicited. The list of names is considered complete when, after talking to a number of people, the group of people identified is repeated frequently and no or very few new names are given.

- Public meetings targeting the public or specific public groups (i.e. organizations, service clubs, etc.) will enable individuals to hear and see information, talk to Planning and Technical Team members, ask questions and provide input into the planning process. The public will be invited to comment on the vision statement and objectives in particular, and on all components of the assessment and plan in general. These will serve as both public outreach, informing the public about project results and what has been learned, and as public involvement, as a forum for receiving input directly from public participants through verbal and written comments.
- Two public meetings will be held to gather public comments on the draft plan, once the final review draft has been released. The meetings will be more formal than the focus groups and presentations, and their primary purpose will be to solicit public input and comments on the public review draft of the subbasin plan.
- Mailers and the project website will offer opportunities to those who want to be informed of project progress and who want access to project drafts. The primary means of dissemination will be electronic, through the website and email. But a hard copy version of project information and updates will be mailed to those who do not have access to electronic media. Drafts of documents will be posted on the Council's website (<http://www.nwcouncil.org/fw/subbasinplanning/snakehellscanyon/default.asp>). Final project products will be maintained on the ecovista (www.ecovista.ws) website until they can be incorporated into a regional website.

Planning Tasks

The Project Team, collaborating with the Planning and Technical Teams will prepare the subbasin plan using the NWPPC Technical Guide for Subbasin Planners, the 2000 Fish and Wildlife Program, and, as much as possible, the Oregon Specific Guidance. If the Planning and Technical Teams conclude that additional technical work is needed in order to prepare particular chapters, a technical committee appropriate to the issue will be formed and additional technical assistance will be obtained. State agencies will provide technical assistance as appropriate. The assessment will be based on existing data and plans. Public outreach and involvement will be built in at every stage of the planning process. The plan will be submitted to the Idaho Level II group for review prior to finalizing the entire plan. The plan will be submitted for review at 75% completion.

Startup

The planning process has already begun in the Hells Canyon Snake River subbasin through the identification of Planning, Technical and Project Team members. The process will proceed upon signing of a contract with the Council.

During start up, the Project Coordinator will develop appropriate project management systems to track and manage the planning process. The project coordinator will announce the planning in local media. The project coordinator will meet with others who may be interested in the planning process and discuss how they can participate. This will include key public officials and editorial boards important to the subbasin to make them aware of the planning process and solicit their issues and concerns. A website has been established for use during the planning process (at www.ecovista.ws), and it will be publicized during the startup period.

Subbasin Assessment

An assessment is a key component of the plan. The Project Team will work with the Technical Team to develop information required in the subbasin assessment, to incorporate public comment when appropriate, and to write up the results of their work. The Project Team will be responsible for producing the assessment under the guidance of and in coordination with the Technical Team. The draft assessment will be reviewed by the Planning Team for further refinement and adjustment as needed.

Subbasin Overview. The Project Team will work with the Planning and Technical Teams to identify and gather existing plans, watershed assessments and reports on the Hells Canyon Snake River subbasin. Working with these documents and the Subbasin Summary, the Project Team will prepare a subbasin description for review by the Technical Team. The overview will describe the geography, land ownership, biological and environmental situation in the subbasin. A draft overview will be reviewed in sections by the Technical Team.

Species Characterization and Status. The Project and Technical Team will identify the focal species based upon ESA status, state sensitive species lists, cultural importance and other factors. Based upon the list of focal species, the Project Team will work with Technical Team members to delineate and characterize each species and the conditions needed to ensure their long-term sustainability in the subbasin. The Project Team and Technical Team will coordinate with TOAST, NWPPC, and NOAA Fisheries on appropriate “out-of-subbasin” effects to apply to all anadromous fish populations. The USFWS and NOAA Fisheries will be contacted to obtain information on focal species.

Environmental Conditions. The Project Team will develop the description of existing conditions based upon the Subbasin Summary, existing plans, watershed assessments and existing data. This description will be reviewed by the Technical Team to ensure that it accurately provides a benchmark of the present situation.

Ecological Relationships. Ecovista will work with the Technical Team to prepare a written assessment of habitat population interactions for the focal species. This section will address key functional relationships, processes and functions of the focal species. IBIS and other resources will be used as appropriate during development of this section.

Limiting Factors and Conditions. Based upon the analysis of environmental conditions and analysis of ecological relationships, the Project and Technical Teams will

identify the limiting factors and conditions that inhibit the ecological processes needed for sustainable populations of the focal species. The Project Team, with guidance from the Technical Team, will write this section. The description and discussion of limiting factors and conditions will be reviewed by the Technical Team. The analysis of limiting factors and conditions will be integrated with work on the ecological relationships.

Interpretation and Synthesis. Key assumptions will be stated and the key factors that impede optimal ecological function and biological performance for the focal species will be identified. Near term opportunities will be identified including high priority areas for protection, needed reference sites and high priority areas for restoration. Prudent interim strategies and actions will be described and prioritized. This work will be done by the Project Team in collaboration with the Technical Team.

Inventory

While the assessment is being done, the Project Team will work with the Planning and Technical Teams to prepare the inventory of existing activities per the *Technical Guide for Subbasin Planners*. Current management strategies and restoration projects that are complete or ongoing will be briefly summarized. All Planning and Technical Team members and other organizations involved in restoration work will be interviewed or surveyed. The inventory will be reviewed by both the Planning and Technical Teams. The Project Team will analyze the Inventory along with the Assessment to determine program and project gaps detrimental to achieving Plan objectives and strategies. This information will be reviewed by the Technical and Planning Teams.

Management Plan

Vision. The vision will be developed and written by the Planning Team in a process facilitated by the Project Team. The vision will describe the desired future condition of the subbasin. The vision statement will be completed and available for public review by the eighth month of the project.

Biological Objectives and Strategies. The biological objectives and strategies will be developed based on the hypotheses generated in the assessment. 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 Project Team and the Technical Team with support from the Planning Team, and at a minimum, will incorporate the ESA recovery goals for salmon and steelhead. Economic and social objectives, as appropriate, will be developed by the Planning Team. Strategies will provide the basis for which actions can be developed in the future. The Project Team and the Technical Team will develop the initial proposed strategies, and the Planning Team will review them for necessary adjustments. The strategies will be directly linked to achieving the biological objectives. A data gap strategy will be included to ensure that any data gaps identified in the planning process are filled.

Consistency with ESA and Clean Water Act Requirements. The Project Team will work with the USFWS and NOAA Fisheries to evaluate consistency with ESA

requirements and with IDEQ and ODEQ 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.

Research, Monitoring and Evaluation. The Project Team, with guidance and review from the Technical Team will identify research needs to ensure that the critical assumptions in the analysis are addressed and data gaps filled. Additional monitoring and research studies needed for improved decision-making will be identified. This section will be reviewed by the Planning Team to ensure that it meets decision-making needs and priorities.

Budget

The total project budget is \$163,430 which includes allocations from three states as represented in Table 1. The budget for this project has been divided into two separate budgets representing technical and planning funds. The subbasin planning budget is \$124,794 and has been included as Table 2. The technical support funding from Idaho and Washington for Hells Canyon Snake River Subbasin (\$38,636) is outlined in Table 3.

Table 1 Budget Allocations for Hells Canyon Snake River Subbasin

Approved State Allocation	Planning Funds	Level II Technical Funds	Total Funding from each state
Idaho	\$71,000	\$34,000	\$105,000
Washington	\$20,000	\$4,636	\$24,636
Oregon	\$33,794		\$33,794
TOTAL	\$124,794	\$38,636	\$163,430
Total for Hells Canyon Snake River Subbasin Scope of Work			\$163,430

Table 2 Subbasin Planning Budget (Planning Funds)

Personal Services			
	hourly rate	est. hours	TOTAL
Assessment			
Project coordinator	68	150	10,200.00
Fish biologist	68	180	12,240.00
Wildlife biologist	68	120.7	8,207.60
GIS staff	68	230	15,640.00
Writer/editor	68	200	13,600.00
Subtotal			59,887.60
Inventory			
Project coordinator	68	22	1,496.00
Fish biologist	68	32	2,176.00
Wildlife biologist	68	32	2,176.00
GIS staff	68	9	612.00
Writer/editor	68	40	2,720.00
Subtotal			9,180.00
Management Plan			
Project coordinator	68	160	10,880.00
Fish biologist	68	80	5,440.00
Wildlife biologist	68	80	5,440.00
GIS staff	68	26	1,768.00
Writer/editor	68	400	27,200.00
Subtotal			50,728.00
Salary subtotal			119,795.60
Travel			
	days	rate	TOTAL
Assessment			
Per diem	14	30	420.00
Lodging	12	65	780.00
Mileage Pullman to Lewiston (14 trips) Enterprise (4 trips)	2564	0.365	935.86
Subtotal			2,135.86
Inventory			
Per diem	4	30	120.00
Lodging		65	-
Mileage from Pullman to Lewiston (4 trips)	280	0.365	102.20
Subtotal			222.20
Management			
Per diem	14	30	420.00
Lodging	12	65	780.00
Mileage Pullman to Lewiston (14 trips) Enterprise (4 trips)	2564	0.365	935.86
Subtotal			2,135.86
Travel subtotal			4,493.92
Services and Supplies			
Printing, copying (10082 copies/. 05 each)			504.10
Subtotal			504.10
Total costs			124,794

Table 3 Technical Support Budget

Personal Services			
	hourly rate	est. hours	TOTAL
Assessment			
Project coordinator (ecovista)	68	20	1360
Fish biologist (ecovista)	68	120	8160
Wildlife biologist (ecovista)	68	65	4420
Wildlife biologist (Nez Perce Tribe)	22.19	340	7545
GIS staff (ecovista)	68	80	5440
Subtotal			26,925
Management Plan			
Project coordinator (ecovista)	68	20	1360
Fish biologist (ecovista)	68	20	1360
Wildlife biologist (Nez Perce Tribe)	22.19	61	1354
GIS staff (ecovista)	68	20	1360
Subtotal			5,433.59
Salary subtotal			32,358
Benefits			
Benefits for wildlife biologist at Nez Perce Tribe at 33.5 %			2980
Travel			
	days	rate	TOTAL
Assessment			
Per diem (Nez Perce Tribe)	4	30	120
Lodging (Nez Perce Tribe)	2	65	130
Subtotal			250
Management			
Per diem (Nez Perce Tribe)	4	30	120
Lodging (Nez Perce Tribe)	2	65	130
Subtotal			250
Travel subtotal			500.00
Indirect Costs			
Indirect Costs for NPT Wildlife Biologist at 22.6% salary benefits and travel			2797
Total costs			38,636
Total Nez Perce Tribe portion of budget			15,176
Total ecovista subcontract portion of budget			23,460

Assumptions :

1. The Hells Canyon Snake River Planning Team will meet monthly during the project
2. Planning and Technical Team members will contribute their time without compensation from this project budget
3. The Project Coordinator will submit monthly written progress and financial reports to the Idaho Level II and the Council. The Project Coordinator will coordinate with the Idaho Level II throughout the process on all deliverables.

4. Approximately 5% (\$8171) of the subbasin planning budget will be reserved for work necessary after submission to the Council.
5. Oregon has retained their technical assistance funding and has offered approximately \$17,000 worth of technical support from TOAST to the Planning and Technical Teams as a contribution to the project. It is expected that technical support from TOAST will contribute meaningfully to tasks outline in this work plan, and that this technical support will be delivered appropriate to the schedule outlined in the work plan.
6. Angela Sondenna (NPT) is listed as a project team member and the budget associated with her time will be included in the technical support funding budget (Table 3). The technical support budget also includes funding for a subcontract to ecovista for technical support services. Because of the process as it has developed in Idaho and Washington, there is no separate state technical support team, and the time and costs associated with the technical support funding are directed towards fulfilling the tasks and deliverables outlined in this work plan.
7. The travel budget for the Technical Support budget (Table 2) includes only funding for Angela Sondenna's hotel and per diem meals. She will carpool with ecovista staff to meetings in Enterprise. Ecovista travel is included in the subbasin planning budget (Table 1). Ecovista hourly rates are loaded, including all expenses except travel. NPT hourly rates are for salary only and additional categories are included for benefits and indirect costs. Indirect costs are applied only to NPT expenses and are not applied to the subcontracts to ecovista.