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July 9, 2003

### MEMORANDUM

**TO:** Council Members

**FROM:** Peter Paquet

**SUBJECT:** Approval of Allocation of FY 2003 Data Management Placeholder

#### **Action**

Approve the allocation of the remainder of the FY 2003 funds that were identified as a placeholder for Data Management. The remaining balance in this budget is \$232,000; the 4 projects described below will fully utilize these remaining FY 2003 funds. The funds would be allocated as follows:

<u>CBCIS Data Management Recommendations and Funding</u>	\$21,658;
<u>Protocols for Counting Salmonids, Resident Fish, and Lampreys in the Pacific Northwest</u>	\$72,870;
<u>Interactive Biodiversity Information System (IBIS)</u>	\$65,472
<u>StreamNet</u>	\$72,736

#### **Background**

Please see Attachment I, provided by the Columbia Basin Fish and Wildlife Authority, which includes a description and proposed budget for each of the four proposed projects.

#### **Recommendation**

Council staff supports the requested allocations for the four proposed projects. They are consistent with the objectives of the Fish and Wildlife Program and have been reviewed by the

Columbia Basin Fish and Wildlife Authority's Members Management Group and found to be consistent with the regional data management needs of the Fish and Wildlife Program (Attachment II).

## **Attachment I**

### **FFY 2003 - Regional Data Management Support:**

Package of four projects that support and/or are consistent with:

- NWPCC Fish and Wildlife Program
- ISRP – “Review of Databases Funded through the Columbia Basin River Fish and Wildlife Program” (<http://www.nwcouncil.org/library/isrp/isrp2000-3.pdf>).
- SAIC Report Recommendations
- Regional data management needs for RME programs
- Sub-basin planning applications
- Infrastructure, Capacity, Delivery, Timing, Basinwide Consistency

#### **Item #1**

CBCIS Data Management Recommendations and Funding

FFY 2003: \$21,658

FFY 2004: \$43,316 – will complete project

#### **Item #2**

Protocols for Counting Salmonids, Resident Fish, and Lampreys in the Pacific Northwest –

David H. Johnson FFY 2003: \$72,870; FFY 2004: \$80,000 – will complete project

Project to assemble, review, and recommend data collection protocols that provide compatibility in regional resident and anadromous fish and lamprey count data.

#### **Item #3**

Interactive Biodiversity Information System (IBIS) – Thomas A. O’Neil

FFY 2003 only: \$65,472 – data mgt related to habitat; wildlife; hardware acquisition; key delivery applications

#### **Item #4**

StreamNet – Bruce Schmidt

FFY 2003 only: \$72,736 – data mgt related to fish distribution and GIS delivery applications.

Will fund components identified in previous applications and support the current program.

**Item #1:**

***CBCIS Data Management Recommendations and Funding***

**Proposed Action**

Funds will undertake next phase of the development of a regional information system, Columbia Basin Cooperative Information System (CBCIS). The proposed activities would include the coordination of regional comments on the recent SAIC report and development of statements of work for activities necessary to develop and implement a regional system. The total projected cost for this effort is \$64,974 (FFY 2003 and 2004).

**Background**

At the Walla Walla meeting in May, the Council was briefed on the findings from the SAIC report on data management in the Columbia River Basin. Following the meeting, the report was issued for public review and comment. Following the comment period, it was proposed that the Project Team would incorporate the comments and develop recommendations for statements of work for the actual development of a regional data system. The CBCIS Project Team recommended a series of short-term tasks necessary for development of the work statements. Attachment 1, describes those tasks and the associated costs; \$21,658 for FY 03, with the remainder coming in FY 04.

**Attachment 1:**

**CBCIS Data Management Recommendations and Funding table:**

CBCIS: NEXT STEPS/COSTS for NWPPC/NOAA Fisheries MOA based on SAIC recommendations.		
PROJECT GOAL	TASK	Hrs
Make the SAIC report available for public comment, collect and review comments.	Make public (done)	0
	Collect comments	8
	Review comments	16
Re-convene and reform (as needed) the existing CBCIS Project Team and CBCIS Coordinating Committee to provide input and guidance to this process.	Prepare materials, convene, follow up: four PT meetings @ 16 hrs/meeting	64
	One Coordinating Committee meeting	40
Develop a summary PHASE I CBCIS work plan including: A new draft CBCIS MOA to accommodate the interests of other partners; a Draft administrative framework; and a draft cost-sharing proposal.	Draft, distribute, redraft MOA	80
	Draft Admin framework	40
	Draft cost sharing proposal	40
Continue coordination with other regional information management programs: Research Monitoring and Development for the FCRPS, Subbasin Planning, the Federal Caucus Habitat Team, Intergovernmental Resource Information Coordinating Council, Oregon Watershed Enhancement Board, Washington Comprehensive Monitoring Strategy, and existing data centers.	Prepare outreach materials and provide to Council for circulation. Convene workshop/s of other groups/or attend relevant meetings	100
Consult with stakeholders in the Basin to evaluate the commitment for the draft CBCIS proposal the willingness of stakeholders to support a Regional MOA and cost share proposals. Work issues and redraft MOA...see above	Prepare briefings, Meet with action agencies, other fed agencies, tribes and states	100
Report to NPCC and NOAA Fisheries on the outcome of this Phase I effort and options concerning the feasibility of proceeding with the development of CBCIS.	Write up report, develop options and provide report to Council	80

Draft SOW's for specific work	To be determined	80
Co-Manage SOW's	To be determined	300
Total estimated hrs		948
Hrs at Fed Grade 13 @ approx \$63/hr		\$59,724
Travel and accommodation		\$5250
Estimated Total Cost for 0.5 FTE (20hrs/wk) for 12 months		\$64,974

Note: The effort assumes that an equivalent 0.5 FTE is co-managing from the NWPPC. It is a conservative estimate of time in that it assumes positive participation from other entities - which cannot be guaranteed.

## **Item #2**

### ***Protocols for Counting Salmonids, Resident Fish, and Lampreys in the Pacific Northwest***

Project Contact: David H. Johnson, Washington Department of Fish and Wildlife, 600 Capitol Way North, Olympia, WA 98501-1091. 360-902-2603 [johnsdhj@dfw.wa.gov](mailto:johnsdhj@dfw.wa.gov)

This project is focused on delivering a robust set of protocols for the acquisition of fish and lamprey count information. Of key importance, the goal of this project is to assemble, analyze and offer recommended protocols that will establish regional *compatibility* between data collection efforts and associated data sets. The data collected through the protocols recommended under this project will aid in providing a consistent foundation for plans to restore, protect, and monitor the health and biological capacity of aquatic and terrestrial habitats in the Pacific Northwest. With the concerted investments being placed in fish and wildlife habitat, there is an increasing desire to evaluate aspects of management-, restoration-, and mitigation-based projects. By linking projects with the protocols developed through this work, users will be better able to maximize their inventory, biological assessment, and monitoring investments.

#### **FFY 2003 - work to be conducted:**

While a large number of fish counting protocols exist, they have not been consistently organized, reviewed, or published as part of an entire package. We will first assemble the existing protocols and examine them against the *Essential Elements of Protocols* (see Johnson et al. 2001, p. 10). Simultaneously, we will organize the protocols by method type - e.g., gill netting, minnow trapping, electro-fishing, seine netting, snorkel counts, upstream/downstream counts, dam counts, egress channels, live and dead spawner surveys, smolt trapping, hook and line sampling, snorkel netting, sonar counts, trawl, hydroacoustics, remote video, and video transect. We will begin cross-referencing fish counting methods with 1) the data needs of project types, and 2) project permit data needed to address regulatory obligations (e.g., ESA, state environmental statutes, etc).

**FFY 2004 – work to be conducted:** To increase compatibility of data, we will finalize the cross-referencing of fish counting methods with 1) the data needs of project types, and 2) project permit data needed to address regulatory obligations (e.g., ESA, state environmental statutes, etc). A final subset of protocols will highlight methods for consistently gathering fish count data across the Pacific Northwest. A public and scientific review process will then be conducted, under NWPCC cover, with a final set of recommended protocols being adopted thereafter.

Final products will reflect a 3-ring binder of complete protocols (hard copies) as well as Internet (web-based) and CD-ROM versions of the protocols. Copies of final materials will be housed, and made accessible via the SteamNet library. Digital products will be added to the NWPCC, WDFW, CRITFC, SteamNet, and web sites.

**Overall Project Timeline:** July 1, 2003 through June 30, 2004.

**Geographic Scope:** The geographic scope of the overall project includes the freshwater, terrestrial, and nearshore marine areas of Oregon, Washington, British Columbia, Idaho, and Montana. The protocols will also find important applications in California and Alaska. We are

incorporating protocols from ‘outside’ of the Columbia River Basin because of the significant overlap in methodology used in counting fish inside and outside of the Basin.

**Budget:** Overall funding is being requested by the Washington Department of Fish and Wildlife (WDFW), Tetra Tech FW Inc., and the Columbia River InterTribal Fish Commission (CRITFC). The Department of Fisheries and Oceans (British Columbia) is a project partner on this effort, and is providing an in-kind match of \$3,000 in FFY 2003 and \$6,000 in FFY 2004 (thus \$9,000 overall).

**FFY 2003 portion of Budget: \$72,875**

WDFW - Fish & Wildlife Research Sci 1	1.5 mo @ 5000/mo	7,500
- Supplies (acquisition of protocols & library services);		2,800
- Indirect (overhead) @ 0.25%		<u>2,000</u>
	Total WDFW	12,875
Tetra Tech FW Inc - 5 Scientists, 1 staff support; 3 mo @ 20,000/mo		<u>60,000</u>
	Total Tetra Tech	60,000
DFO – Fish Data Systems Team Leader 0.5 mo @ 6000/mo		<u>3,000</u>
	Total DFO	3,000 (in-kind)

**FFY 2004 portion of Budget: \$80,000**

WDFW - Fish & Wildlife Research Sci 1: 1 mo @ 5000/mo		5,000
- Scientific Panel Workshops and Peer Review Process:		10,000
- Supplies (printing)		5,900
- Indirect (overhead) @ 0.25%		<u>5,225</u>
	Total WDFW	26,125
Tetra Tech FW Inc. – 3 Scientists; 6 mo @ 6000/mo		<u>36,000</u>
	Total Tetra Tech	36,000
CRITFC - Library Technician	5 mo @ 2630/mo	13,150
- Indirect (overhead) \$13,150 x 0.359%		<u>4,725</u>
	Total CRITFC:	17,875
DFO – Fish Data Systems Team Leader 1.0 mo @ 6000/mo		<u>6,000</u>
	Total DFO	6,000 (in-kind)



### Item #3

#### *Interactive Biodiversity Information System (IBIS)*

The Northwest Habitat Institute's (NHI) Interactive Biodiversity Information System (IBIS) program currently provides data management and support for the wildlife element of the Columbia River Basin. This effort, which establishes an Internet-based system for dissemination of data is identified in the Council's *Columbia River Basin Fish and Wildlife Program 2000* [under Data Management-p.46] and the wildlife information system is noted as an immediate program recommendation that should receive increased support in the *Draft Data Management and Support for Fish and Wildlife Program Summary* [p.10]. The following is a list of hardware, software, applications, and staffing required so that NHI can strengthen its IBIS program and enhance the delivery and timing of specific data products, such as web-delivered Subbasin Planning data.

<b>Qty</b>	<b>Description</b>	<b>Cost Each</b>	<b>Total</b>
	<i>Hardware and Software:</i>		
1	Laptop with Docking Station	\$3,000	\$3,000
1	Infocus Multimedia projector	\$2,800	\$2,800
1	Laptop with Docking Station (for remote administration / development)	\$3,000	\$3,000
1	Dedicated Web Server (for IBIS web site)	\$9,500	\$9,500
1	Network attached backup file server	\$6,500	\$6,500
2	Server Backup software	\$1,100	\$2,200
2	Visual Studio .NET Enterprise Edition (for database and application development)	\$2,200	\$4,400
1	Workstation (for internship program GIS analysis and geodatabase development)	\$3,500	\$3,500
2	High-resolution Monitor for graphics workstation	\$1,200	\$2,400
		<b>Subtotal:</b>	<b>\$37,300.00</b>
	<i>Geospatial Applications:</i>		
1	Building Geodatabases	\$4,000	\$4,000
1	Modeling Geodatabases using CASE Tools	\$1,200	\$1,200
1	Developing Arc Spatial Database Engine (SDE) interfaces	\$1,800	\$1,800
1	ArcSDE Administration for SQL Server	\$2,250	\$2,250
1	Customizing ArcIMS using the ActiveX Connector	\$900	\$900
1	Customizing ArcIMS using ArcXML	\$1,350	\$1,350
		<b>Subtotal:</b>	<b>\$11,500.00</b>
	<i>Intern Salary:</i>		
1	Staff (intern) to work on IBIS (3 mo. @ \$1,920/month)	\$5,760	\$5,760
		<b>Subtotal:</b>	<b>\$5,760.00</b>
		<b>Total:</b>	<b>\$54,560.00</b>
	Indirect Cost @20% [no indirect on equipment of \$10,000 or more]	<b>Total:</b>	<b>\$10,912.00</b>
		<b>Grand Total</b>	<b>\$ 65,472.00</b>

**Item #4**

StreamNet – Bruce Schmidt

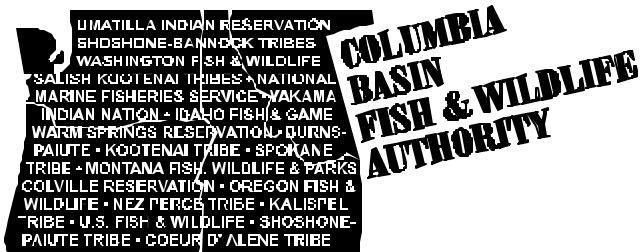
FFY 2003 only: \$72,736 – data mgt related to fish distribution and GIS delivery applications.  
Will fund components identified in previous applications and support the current program.

**StreamNet Short Notice Funding Proposal  
27-Jun-03**

<b>#</b>	<b>Project Participant</b>	<b>Objective.Task</b>	<b>Proposed Work</b>	<b>Relationshipp to ISRP, RPA, etc.</b>	<b>Cost</b>
1	PSMFC	2.2	Develop on-line mapping tools for use by data compilers, agencies, project sponsors, watershed councils, etc. to assist with mapping projects, assigning LLID and measures on the regional hydrography, and entry of data. This will expand beyond the current on-line mapping capability to support data capture. It also includes replacement of the outdated GIS computer that would have been replaced this year except for level funding.	This will help support capture of habitat project implementation information (ISRP # 6)	\$13,225.00
2	WDFW	1.3.; 2.3	Hire two temp field staff for the month of August 2003 to provide GPS coordinates for spawner survey reaches in key lower Columbia River tributaries.	This relates to and will support priorities 1 and 2 of the ISRP priorities related to natural spawners.	\$11,015.00

<b>3</b>	<b>WDFW</b>	2.3	Hire one temp staff for August-September 2003 to create FGDC-compliant metadata for Washington-StreamNet spatial data layers.	This is a general quality assurance part of managing WA StreamNet data layers	\$9,453.00
<b>4</b>	<b>ODFW</b>	1.10.	Hire a temporary aide to provide GPS coordinates for diversion screens in the primary Oregon Columbia River tributary subbasins	This relates to ISRP priority 8, screens and diversions	\$11,500.00
<b>5</b>	<b>ODFW</b>	1.4	Provide a temporary technician to develop a cross table to be able to link Pacific Salmon Commission codes to LLID stream based locations. This will allow use of more precise locations for hatchery releases in rolled up PSC code areas.	This will allow mapping of PSC coded release data	\$5,750.00
<b>5</b>	<b>CRITFC</b>	1.8	Cover one month of biologist time to complete the ocean and mainstem harvest data conversion/update. This will also address the ocean supercode issue.	This will improve ocean and mainstem harvest data	\$11,415.00
<b>6</b>	<b>CRITFC</b>	4.1	Provide tools for development of data capture tools and capture of GIS data during subbasin planning. Computer with GIS software will be used to gather local habitat and fish data in Oregon Subbasins. Personnel time is already covered.	This addresses ISRP items 6-10, inclusively	\$3,938.00

<b>7 PSMFC</b>	2.1	Enhance productivity of the StreamNet database management team. Enhancements include advanced training in ArcIMS (interactive Internet mapping) for the GIS Coordinator, and training in advanced use of Macromedia Tools, and Total Access Development Suite, software used for comparing, building and analyzing MS databases.	As an enhancement to the project infrastructure this supports all project functions and data types.	\$6,440.00
<b>Total</b>				<b>\$72,736.00</b>



## Attachment II

July 8, 2003

Dr. David Johnson  
Washington Dept. of Fish & Wildlife  
600 Capitol Way North  
Olympia, WA 98501-1091

Dear Dr. Johnson:

Thank you for the opportunity to review your request for a “within-year” modification to four projects that support Regional Data Management for the Fish and Wildlife Program. Because the Northwest Power and Conservation Council (NWPPCC) has not requested a formal review of your request, the Columbia Basin Fish and Wildlife Authority (CBFWA) has chosen to limit its review to a technical assessment by the Members Management Group (MMG) of the proposed changes to the four data management projects identified in the attachment to this letter. This review was based only on information contained in the material provided by Peter Paquet, Stewart Toshach, Bruce Schmidt and yourself at the July 2, 2003 CBFWA MMG meeting.

The four project modifications include:

- 1) Columbia Basin Cooperative Information System (CBCIS) – coordinate regional comments on the recent SAIC report and develop statements of work necessary to develop and implement a regional data management system.
- 2) Protocols for Counting Salmonids, Resident Fish, and Lampreys in the Pacific Northwest – complete this project to assemble, review and recommend data collection protocols that provide compatibility in regional resident and anadromous fish and lamprey count data.
- 3) Interactive Biodiversity Information System (IBIS) – acquire hardware, software, applications and staffing to strengthen the IBIS program and enhance the delivery and timing of web based data for Subbasin Planning and other needs.
- 4) StreamNet – acquire additional staffing to support mapping fish distribution data and other Geographic Information System (GIS) delivery applications.

The MMG reviewed each project modification individually and believe that the requested changes are very relevant for natural resource management. The modifications are also consistent with the regional data management needs of the Fish and Wildlife Program and will provide particularly valuable support for other fish and wildlife management

projects funded by Bonneville Power Administration (BPA) and others in the Pacific Northwest.

We hope you find this review helpful. Please understand that this review does not constitute an endorsement of your request by CBFWA. Please contact Tom Iverson at [tom.iverson@cbfwa.org](mailto:tom.iverson@cbfwa.org) if you have any further questions.

Sincerely,

[signed]

John Palensky, Chair  
Columbia Basin Fish & Wildlife Authority

Enclosure

cc: Doug Marker, Mark Fritsch, Peter Paquet, NWPCC  
Bob Austin, BPA  
Bruce Schmidt, StreamNet  
Stewart Toshach, NOAA Fisheries  
Members & Fish & Wildlife Managers, CBFWA

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July 9, 2003

### MEMORANDUM

**TO: Council Members**

**FROM: Peter Paquet**

**SUBJECT: Regionwide Subbasin Planning Technical Support (Level III)**

#### **Proposed Action**

Staff recommends that the Council authorize the Executive Director to negotiate an amendment to an existing contract with Northwest Habitat Institute (NHI) to continue to provide technical support to subbasin planners in the development of the terrestrial and wildlife components of subbasin biological assessments throughout the Columbia Basin. This work is a component of Master Contract Level III tasks # 2.7, 2.8, and 2.10. The total projected cost for tasks 2.6 and 2.9 is not to exceed \$78,000.00.

#### **Background**

The Northwest Habitat Institute's (NHI) Interactive Biodiversity Information System (IBIS) program currently provides data management and support for the wildlife element of the Columbia River Basin subbasin planning process. Subbasin planners are relying heavily on the IBIS system to provide data and assessment tools for subbasin assessments. Various components of the system are being used throughout the region to meet the specific needs of the individual subbasin planners. More specifically, this work is a component of Master Contract Level III tasks # 2.7, 2.8, and 2.10 which call for the Council to maintain regional technical support for the wildlife and resident fish components of subbasin planning and provide this information through a web-based system. Satisfactory progress has been made on all tasks. During the second year of this contract NHI will complete tasks 2.7, 2.8 and 2.10 and will continue to provide hands-on technical support to subbasin planners in the application of IBIS and related techniques and in the integration of assessment products into management plans. The Internet version of IBIS will also be maintained. *The Statement of Work and budget, which have been sent to you electronically, are also available on the Council's website at <http://www.nwcouncil.org/news/agenda.htm>.*

#### **Proposed Schedule and Budget**

Work under this contract amendment will be complete by May 28, 2004. Funding for this contract will not exceed \$78,000.00, FY03/04.