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August 5, 2003

MEMORANDUM

TO: Council Members

FROM: Lynn Palensky

SUBJECT: Klickitat, White Salmon, Lower Middle Mainstem Subbasin Planning Contract

Proposed Action

Staff recommends that the Council authorize the Executive Director to negotiate contracts with the Yakama Nation (YN), Washington Department of Fish and Wildlife (WDFW), and Normandeau Associates Inc. for the development of the Klickitat, White Salmon, Lower Middle Mainstem Columbia River (including Rock Creek), Subbasin Plans pursuant to the Council's Master Contract for subbasin planning with Bonneville. The contracts will not exceed the following amounts:

1. Yakama Nation: \$210,466
2. WDFW: \$100,980
3. Normandeau Associates Inc.: \$49,999

Background

The Klickitat and White Salmon Subbasins are in the Columbia Gorge Province. The Lower Middle Mainstem Columbia including Rock Creek Subbasin is in the Columbia Plateau Province. The three subbasins share many ecosystem functions and characteristics so the planning process for all three will be combined so far as possible. Normandeau Associates will take the lead in writing, editing, facilitating and public outreach services for this planning effort. YN and WDFW will focus on the technical aspects. Skamania and Klickitat Counties will participate in the planning where practical. Both Washington Level I and Level II technical funds have been combined for these three subbasins. The Oregon Department of Fish and Wildlife will contribute \$12,278 toward the development of the Lower Middle Mainstem Plan under a separate contract (workplan approved June 2003). *The proposed workplans and budgets, which have been sent to you electronically, are available on the Council's website at <http://www.nwcouncil.org/Default.htm>.*

Schedule and Budget

The budget for the three contracts will not exceed for \$361,445 for FY03/04. All three subbasin plans will be submitted to the Council by May 28, 2004.

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Normandeau Associates Inc.

Statement of Work

Technical Writing, Facilitation, and Public Outreach Services for Klickitat, White Salmon, Lower Middle Mainstem (including Rock Creek) Subbasin Planning

Introduction

The team of Normandeau Associates Inc., Laura Berg Consulting, and Dick Nason Consulting (Team), will complete the technical writing and editing, facilitation, public outreach services, and development of management plans for the Klickitat, White Salmon, Lower Middle Mainstem Columbia River, including Rock Creek subbasins to the Northwest Power and Conservation Council (Council). The objectives of the subbasin plans are as follows:

- Identify goals for fish, wildlife, and habitat within each subbasin;
- Define objectives that measure progress toward these goals;
- Establish strategies to meet those objectives; and
- Incorporate much of the existing information related to fish and wildlife activities in a subbasin within a single document.

The subbasin plans will be developed in an open public process that includes federal, state and tribal governments, local managers, landowners, and governments, other interested stakeholders and should support from a wide range of interested parties and the public. The subbasin plans will be developed in accordance with the guidelines set forth by the Council in the *Technical Guide for Subbasin Planners* (Council Document 2001-20). Completed subbasin plans will be proposed to be adopted as a part of the Council's Columbia River Fish and Wildlife Program and will be used to help Bonneville Power Administration funding to projects that enhance, mitigate, and protect fish and wildlife populations that have been adversely impacted by the Columbia River hydropower system.

The subbasin planning work in each of the subbasins will be carried out in partnership with the Yakama Nation (YN), the Washington Department of Fish and Wildlife (WDFW) and Klickitat, Skamania, and Benton Counties (Counties). These entities will comprise the subbasin Planning Teams in each of the subbasins. The technical writing, editing, facilitation and public outreach efforts outlined in this proposal will be undertaken under the direction of and in collaboration with the subbasin Planning Teams.

Whenever possible, the subbasin plans for the Klickitat, White Salmon, and Lower Middle Mainstem Columbia River will be developed concurrently to increase efficiency and eliminate redundancy. However, each of the subbasin planning efforts will be separable to allow progress to continue in one subbasin in the event the progress is slow in another subbasin.

Each of the subbasin management plans will be developed in phases. The first phase of the planning process will be to develop an Inventory for the subbasin. This Inventory will be primarily completed by the YN and WDFW with the support and involvement of the Counties and will, in part, be based on the subbasin summaries and any other existing documents. The Inventory will include information regarding fish and wildlife protection, restoration, artificial production, and management plans within the subbasin that have occurred over the past five years or are about to be implemented. We propose to compile draft Inventory work products from the Planning Team, provide the public an opportunity to comment on the draft Inventory, and to work with the Planning Team to compile public comments and write a final Inventory.

The second phase of the planning process will be to develop a subbasin Assessment. The Assessments will be completed primarily by YN and WDFW with the support and involvement of the Counties and will include information from the subbasin summaries and other existing documents. The subbasin Assessment will form the scientific and technical foundation for developing the subbasin vision, objectives, and strategies. The Assessment will include information regarding biological potential of each subbasin and opportunities for restoration. We propose to compile the draft Assessment work products from the Planning Team, provide the public with an opportunity to comment on the draft Assessment, and work with the Planning Team to compile public comments and write a final Assessment.

The third phase of the subbasin planning process will be to develop Management Plans that encompasses a 10–15 year planning horizon. The Management Plans are the heart of the subbasin plans and will be completed with equal involvement of WDFW, the YN, and the Counties. The Management Plans will contain a vision for the subbasin, as well as biological objectives and strategies for the subbasin. We propose to organize and host meeting among the Planning Team members, participating agencies and other stakeholders to develop the Management Plan products, compile the draft Management Plan work products, provide the public an opportunity to comment on the draft Management Plans, and to work with the Planning Team, participating agencies and other stakeholders to compile public comments and write the final Management Plans.

The final phase of the subbasin planning process will be to compile the Inventories, Assessments, and Management Plans into subbasin plans for the Klickitat, White Salmon, and Lower Middle Mainstem Columbia River (including Rock Creek). We propose to compile the draft components of the subbasin plans from the Planning Team, offer the public an opportunity to comment on the draft subbasin plans, and work with the Planning team, participating agencies, and other stakeholders to compile public comments and write the final subbasin plans.

Scope of Work Proposal

The subbasin plan will be prepared under the guidelines established in the Council's *Technical Guide to Subbasin Planners* (Council Document 2001-20) and will be completed following the

schedule developed by the YN and the WDFW (Table 1). The tasks outlined in the schedule will be used as a guide in preparing the scope of work for this proposal. However, it should be noted that completion of the tasks outlined in the schedule by the Contracting Team is dependant on timely receipt of draft materials from the Planning Team as outlined in the schedule. The Contracting Team will work in collaboration with, and under the direction of the subbasin Planning Teams throughout the subbasin planning processes. The anticipated organizational structure of the subbasin planning team is as follows:

Organizational Structure

Core Planning Team

NWPCC, YN, WDFW and Counties

Contract Administration and Fiscal Management

YN, WDFW, Counties

Co-Lead Entities

NWPCC, YN, WDFW

Public Outreach Coordination

NWPCC Facilitator

Normandeau Associates

Dick Nason Consulting

Subcontractors

Normandeau Associates, Meeting Facilitation

Laura Berg Consulting Technical Writing and Editing

Dick Nason Consulting, Meeting Facilitation

Proposed Technical Team

YN, WDFW, County Representatives, USFS,
USFWS

Proposed Subbasin Planning Team

YN, WDFW, NWPCC, County
Representatives

Technical and Stakeholder Review Team

- The subcontractors will develop the Technical and Stakeholder Review Team in consultation with the Technical and Planning Teams

Deliverables and Work Products

The following deliverables and work products will be developed in collaboration with the subbasin Planning Team. The tasks and major subtasks outlined in this document are consistent with the *Technical Guide for Subbasin Planners* published by the Council as Document 2001-20. The work will commence upon execution of a contract with an anticipated start date as soon as the end of July 2003 and an anticipated end date no later than May 28, 2004. The major deliverables that will be developed in collaboration with the subbasin Planning Team are as follows:

1. Assessment – The Assessment is a technical analysis of the biological potential of each subbasin and the opportunities for restoration. We propose to compile the assessment products in draft form from the Planning Team, offer the public an opportunity to comment on the draft Assessment, compile public comments in consultation with the Planning Team and write a final draft Assessment.
2. Inventory – The inventory includes information regarding fish and wildlife protection, restoration, artificial production, and management plans within each subbasin. We propose to compile the inventory products from the Planning Team in draft form, provide the public an opportunity to comment on the draft Inventory, compile public comments in consultation with the Planning Team and write a final draft Inventory.
3. Management Plan – The Management Plan will encompass a 10 – 15 year planning horizon and will include a vision for the subbasin, biological objectives and strategies. We propose to organize and host meetings with Planning Team members, Participating Agencies, and Stakeholders to produce the Management Plan Products, compile the draft Management Plan documents, offer the public an opportunity to comment on the draft Management Plan, compile public comments in consultation with the Planning Team and write a final draft Management Plan.
4. Subbasin Plan – The Inventory, Assessment, and Management Plan will be compiled into the Subbasin Plan. We propose to compile the draft components of the Subbasin Plan, offer the public an opportunity to comment on the draft Subbasin Plan, compile public comments in consultation with the Planning Team and write a final draft Subbasin Plan.

Tasks and Major Subtasks

Initial Meetings with Public and Stakeholder Participants: Prior to initiation of the subbasin planning effort, it will be critical for the Team to meet with others who may be interested or involved in subbasin planning to discuss their participation. It will also be necessary for Team members to meet with key public officials, agency representatives, and editorial boards in the subbasin to make them aware of the planning process and solicit their participation in the process as well as to identify any issues and concerns they may have regarding the subbasin planning process. This task will begin as soon as a contract is in place and will be completed by December 2003.

Plan Component Compilation

Technical writing and editing services will be provided primarily by Laura Berg Consulting with assistance from NAI staff and input from Dick Nason Consulting, Inc. Facilitation of the subbasin planning process and public outreach services will be provided primarily by NAI with input and assistance from Dick Nason Consulting, Inc.

The Inventory, Assessment, and Management Plan will be compiled into the Subbasin Plan. NAI will compile the draft components of the Subbasin Plan, offer the public and opportunity to comment on the draft Subbasin Plan, compile public comments in consultation with the Planning Team and write a final draft Subbasin Plan. We anticipate completion of the Subbasin Plan by June 2004.

Public Outreach

NAI will build public outreach and involvement opportunities into the subbasin planning effort. Public participation will be encouraged throughout all phases of the planning process. To increase efficiency, public meetings to review the draft Inventory and Assessment will be scheduled concurrently and public meetings for each of the subbasins will be combined when possible. Public meetings for review and comment on the Management Plan will be scheduled separately from the public meetings on the Inventory and Assessment. However, when possible, the public meetings for review of the Management Plan for each of the individual subbasins will be held concurrently.

The beginning of the subbasin planning process will be announced throughout the area using local print, and if possible, radio media. As time and funding allows, the public will be notified of all meetings, workshops, deadlines, comment periods or other activities regarding the subbasin planning effort in the Klickitat, White Salmon, and Lower Middle Mainstem (including Rock Creek). Public notification may take the form of news releases, local newspaper and radio calendar announcements, development and use of an e-mail notification list, development of an e-mail newsletter or update, and potentially the mailing of post card announcements to local addresses.

The goals of the public outreach program will be as follows:

- Identify and contact the diverse individuals and organizations within the subbasin to encourage involvement of all residents who want to participate and contribute their ideas to the subbasin plan;
- Create a level playing field so that all participants in the subbasin planning process will have an equal opportunity to participate in the development of the subbasin plans;
- Encourage participants to work collaboratively to solve problems and avoid taking positions;
- Facilitate public involvement in the subbasin planning process;
- Assure effective communication with and outreach to specific user groups.

The objectives of the public outreach program will be as follows:

- Keep the community adequately informed;
- Provide opportunities for informed public input;
- Monitor public concerns, issues, and comments and insure that they are addressed in a timely manner;
- Work to improve relationships and trust within the subbasin planning process and among the stakeholders and public;
- Incorporate public comments and concerns into the subbasin plan.

Planning, organizing, writing and editing media published articles

Working effectively with the news media is a key element of the public participation and involvement strategy. The subbasin planning process and activities will be announced and described throughout the area using local print, and where possible, radio media. Major media outlets in the Klic kitat, White Salmon, and Lower Middle Mainstem (including Rock Creek) include the Skamania County Pioneer, White Salmon Enterprise, Tri-City Herald, Columbia Gorge Weekly, Goldendale Sentinel, Q104, KLCK, KONA and numerous other radio stations. As time and funding allows, meetings with editorial boards and reporters—of newspapers, particularly—will be held and reporters advised of opportunities for feature stories about local fish and wildlife restoration and the local benefits of such restoration.

Development of presentation materials

We will use MS Power-point and other applicable software programs to develop materials and computer based presentations for direct presentation to the diverse constituents involved in the subbasin planning process. Display materials will be developed and presented as needed. However, the primary methods informing and involving the public and of relaying information to the diverse constituents involved in the subbasin planning process will be public meetings, personal communication (including e-mail) and news media communication.

Assessment

Task 1 and 2, Subbasin Description and Regional Context Overview: NAI will collect this information from the Planning Team and write a preliminary subbasin overview for public review and comment by February 2004.

Task 4, Species Selection, Characterization, and Status: NAI will work closely with the Planning team in the effort to provide a preliminary draft for public review and comment by January 2004 with a final draft to be completed by May 2004.

Task 5, Population Delineation and Characterization: NAI will work closely with members of the Planning Team to insure that a preliminary draft is available for initial public review by February 2004. A final draft will be completed by May 2004.

Task 6, Determination of Population Status: NAI will work with the Planning Team to produce an initial draft for public review and comment by February 2004 and a final draft by May 2004.

Task 7, Environmental Conditions within the Subbasin: NAI will work with the Planning team to produce an initial draft for public initial review and comment by December 2003 and make the final draft available in February 2004.

Task 10, Interspecies Relationships: NAI will work with the Planning Team to develop the preliminary draft of this document by November 2003 and complete a final draft will by March 2004.

Task 11, Ecological Processes and Functions: NAI will work with the Planning Team to produce a preliminary draft for public review and comment by January 2004 and a final draft by March 2004.

Task 12, Limiting Factors and Conditions: NAI will work with the Planning Team to insure that a preliminary draft of the limiting factors and conditions is available for public review and comment by February 2004. A final draft will be available for review and comment by April 2004.

Task 13 and 14, Key Findings and Subbasin Working Hypothesis: NAI will work with the Planning Team to produce a draft summary of this information by April 2004 for public review and comment as a part of the draft Management Plan.

Inventory

Task 3, Inventory of Ongoing Projects and Programs: NAI will work with the Planning Team to provide an initial draft Inventory for public review and comment by January 2004 and will produce a final draft for review and comment by March 2004/

Management Plan

Task 15, Vision: NAI will work with the Planning Team to develop a subbasin Vision for as a part of the draft Management Plan that will go out for public review and comment by April 2004.

Task 16, Biological Objectives: The draft Biological Objectives will be completed and made available to the public by NAI for review and comment as a part of the draft Management Plan in April 2004.

Task 17, Subbasin Management Strategies: NAI will work with the Planning Team to insure that adequate public review and comment is provided. The document will be made available for public review and comment by March 2004.

Task 18, Near-Term Opportunities: NAI will work with the Planning Team to make the preliminary findings and information available to the public for their review and comment as a part of the draft Management Plan in April 2004.

Task 19, Interim Strategies and Implementation of Actions: NAI will work with the Planning Team to make the draft interim strategies and actions available to the public for their review and comment as a part of the draft Management Plan in April 2004.

Task 20, Research, Monitoring, and Evaluation: NAI will work closely with the Planning Team to produce the preliminary findings for public review and comment as a part of the draft Management Plan in April 2004.

Table 1. Schedule Developed by YN and WDFW for completion of subbasin plans in the Klickitat, White Salmon, and Lower Middle Mainstem Columbia River (including Rock Creek)

	Planning Timeline
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	2003			2004					
	October	November	December	January	February	March	April	May	June
Subcontracting									
Inventory									
Assessment									
Management Plan									
Final write/edit									
1. subbasin description					Draft				
2. Regional context				Draft					
3. Inventory				Draft		Final			
4. Focal species					Draft			Final	
5. Population delineation						Draft		Final	
6. Status of FS						Draft		Final	
7. Environmental conditions					Draft				
8. Out-of-SB effects						Draft		Final	
9. Environmental relationships					Draft	Final			
10. Interspecies relations						Draft	Final		
11. Ecological processes				Draft		Final			
12. Limiting factors					Draft		April		
Historic factors									
13. Key findings							Final		
14. Working hypothesis							Final		
15. Vision									
16. Biological objectives									
17. Ref. conditions						Final			
18. Near-term opportunities							Final		
19. Interim strategies							Final		
20. Research-monitoring plan						Draft	Final		

Statement of Work for subbasin planning in the White Salmon, Klickitat, and Lower Mainstem Columbia Subbasins

Fred Dobler
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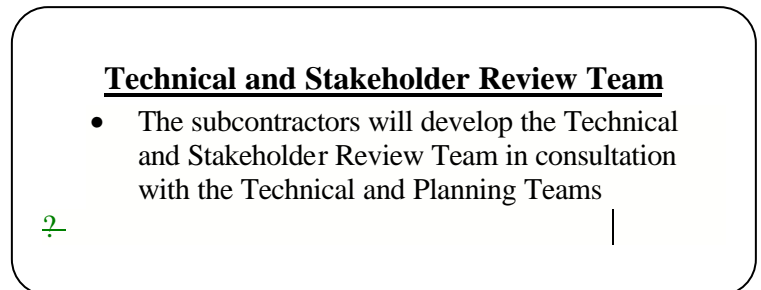
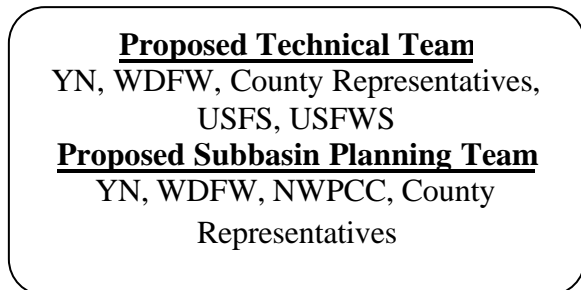
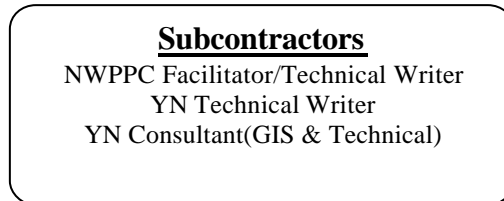
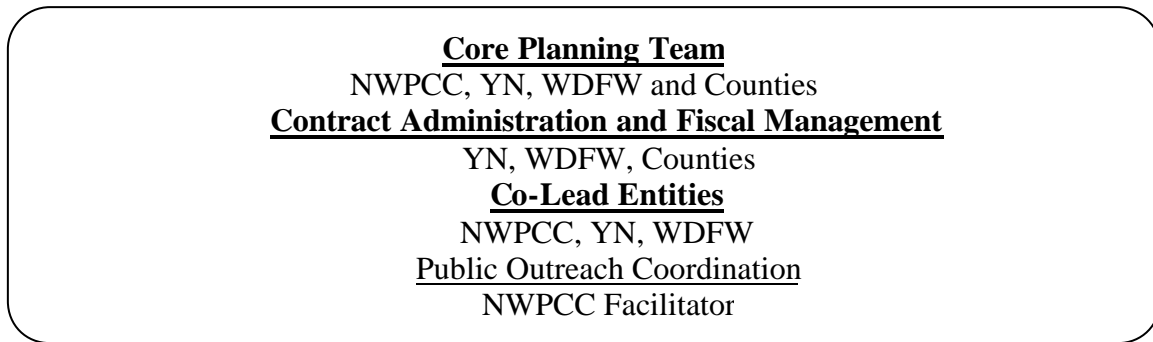
June 24, 2003

The Northwest Power Act directs the Northwest Power and Conservation Council (Council) to develop a program to protect, mitigate, and enhance fish and wildlife of the Columbia River Basin and to make annual funding recommendations to the Bonneville Power Administration for projects to implement the program. The purpose of subbasin planning is to document subbasin conditions and evaluate and define strategies that will drive the implementation of the Council's Fish and Wildlife Program at the subbasin level. The plan will be evaluated for consistency with the Clean Water Act, the Endangered Species Act, and federal treaty and trust responsibilities with the basin Native American Tribes. The final subbasin plan will be submitted to the Council for adoption into its 2000 Fish and Wildlife Program. The Council will use the procedures and criteria required by the Northwest Power Act in evaluating the proposed plan.

Co-lead Entities

The co-lead entities for these subbasins are the Northwest Power and Conservation Council, the Yakama Nation Fisheries Program (YN), and Washington Department of Fish and Wildlife (WDFW). The co-lead entities will contract individually with Council for their work in developing subbasin plans. The WDFW will work with the other co-lead entities to develop subbasin plans in accordance with the *Technical Guide for Subbasin Planners* (Council Document 2001-20). The WDFW is only responsible for those elements in the Scope of Work and subsequent contract where the WDFW is designated as ensuring a product will be delivered under the specified fiscal dollars identified. For those elements of the scope of work for which the WDFW is responsible and that rely on development of work products by the other co-lead entities, the WDFW is not responsible for the co-lead entity's inability to produce such work products and will not be held responsible by the Council for failure to produce such work products. The WDFW will participate in the inventory, assessment, and management development of subbasin planning.

Organizational Structure



General Approach

Fish and wildlife population and habitat management goals and objectives will be addressed for a 10-15 year horizon. The Subbasin Planning co-lead entities will rely mostly on existing assessment information and focus the majority of effort on organizing this information as well as developing the management plans and strategies. The core planning teams and technical work groups will work through the NWPPC Consultant with stakeholders and government agencies to refine and expand existing fish and wildlife population and habitat information, using tools such as the Ecosystem Diagnosis and Treatment (EDT), Interactive Biological Information System (IBIS), and identify fish and wildlife habitat and research needs. The core planning team and technical work groups within each of the subbasins will work with contracted services, local stakeholders and government agencies to assemble the technical data needed for the

development of defensible and implementable subbasin management strategies for the subbasins.

Subbasin Plans for the White Salmon, Klickitat, and Lower Middle Mainstem Columbia

The Subbasin plans will be developed through a cooperative effort between the NWPCC, YN, WDFW, Counties as well as state and federal agencies with jurisdiction and interest in the subbasins. YN and WDFW will be primarily responsible for technical aspects of the plan, with the Yakama Nation providing the majority of information, technical writing and organization of information. The NWPCC Consultant will assist YN and WDFW in the integration of other existing planning processes into the Subbasin Planning process and will ensure adequate public and stakeholder review, involvement, and comment.

Deliverables and Work Products

The following subbasin planning products will be jointly developed by the co-managers following an anticipated start date after October 1, 2003 and a completion date of May 28, 2004. Tasks and major subtasks are summarized below consistent with the plan elements in the *Technical Guide for Subbasin Planners* (Council Document 2001-20). A generalized Project Schedule is provided later in this document. The key deliverables included in each of the subbasin plans are as follows:

1. Updated aquatic and terrestrial subbasin assessments for the subbasin (characterization of fish populations, aquatic habitat conditions, artificial production, and wildlife habitat and populations);
2. A preliminary EDT assessment for the White Salmon (based on completion of work by USGS that was just initiated) and the Klickitat. The Rock Creek Subbasin assessment will be based on a Qualitative Habitat Assessment Method (QHA) as defined by Council, *Using Analytical Tools in Subbasin Planning*, February, 2003 or possible EDT depending on resources;
3. Inventory of on-going and completed projects and programs, by subbasin, affecting fish and wildlife (as defined in the *Technical Guide to Subbasin Planners*);
4. A subbasin management plan for the subbasins based on scientific information and prepared with the facilitation of the NWPCC Consultant regarding local “stakeholder” and public input, as well coordination between the Co-lead entities, with NOAA Fisheries and USFWS for Endangered Species Act (ESA) compliance and Washington Department of Ecology (WDOE) for consistency with Clean Water Act and other relevant state and federal law.

Tasks

The process will begin after October 1, 2003, upon signing the Level 1 contracts with the Council. Responsibility for administration of the Level 1 contract for the subbasins will be the co-lead entities, who will establish an internal project management tracking and accounting system. Subcontractors will be chosen by YN and WDFW (October 2003).

Core Planning Teams will begin meeting. Consultants and Technical Writers will begin gathering information, identifying an organization for review and dissemination of materials.

Assessment

Subbasin and Regional Overview (Tasks 1 and 2): WDFW is a member on the subbasin technical and core planning groups. The YN will coordinate with these groups to compile existing management plans, assessments and current reports for the subbasins. Working with these compilations and the Subbasin Summary, contracted technical writers will prepare a preliminary subbasin overview for initial public review and comment. The overview will describe the geography, land ownership, biological and environmental situation in the subbasins. Within the subbasin, the planning teams will work with WDFW, USFWS and U.S. Forest Service (USFS) staff to compile detailed population and habitat information, and work with state and federal biologists to identify data gaps or necessary research. Technical writers will have a final draft subbasin overview completed and available for public review and comment by February 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Species Selection, Characterization and Status (Task 4): As a member of the core planning and technical teams, WDFW will assist in identification of the focal species based upon ESA status, critical wildlife habitat characteristics, WDFW state sensitive species lists, tribal cultural importance and other factors. The list will be reviewed by the subbasin planning group, including the USFS, NOAA Fisheries, USFWS and other relevant government agencies. This step will be completed by November 2003. Based upon the selected focal species, the technical team will work with the consultants to delineate and characterize each species and the conditions needed to ensure their long-term sustainability in the planning area. This work will utilize input from Tribes, WDFW, USFWS, NOAA Fisheries and other relevant government agencies to ensure regional consistency and legal adequacy. WDFW, USFWS, NOAA Fisheries and/or the Council are expected to provide needed information on out-of-subbasin effects and assumptions for each focal species. A preliminary draft will be completed and available for public review and comment by January 2004. A draft document will be available in February 2004 and the final draft will be completed by May 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Population Delineation and Characterization (Task 5):

After the core planning team has identified the focal species for each subbasin, the technical consultants and technical team will work closely with and utilize input from USFWS and NOAA Fisheries to describe unique population units and important life history characteristics. Information will be described at a regional scale. Where additional information exists that is specific or unique to the subbasin, the subbasin

technical teams will provide more detailed information at the subbasin scale. The YN will ensure that a preliminary draft is completed and available for public review and comment by February 2003. A draft document will be available in March 2004 and the final draft will be completed by May 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Determination of Population Status (Task 6):

After the core planning team has identified the focal species for each subbasin, they will work closely with the consultants, NOAA Fisheries, USFWS, and Counties to develop the determination of population status for each of the focal species. Consultants will direct most of their efforts to focal species that are in common to the subbasins. Additional and more detailed information that is unique and / or available for the subbasin will be developed by the core planning team to be incorporated into the regional product. The YN will ensure that a preliminary draft is completed and available for public review and comment by February 2004. A draft document will be available in March 2004 and the final draft will be completed by May 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Environmental Conditions within the Subbasin (Task 7): As a member of the core planning team, WDFW will work with the team and consultants to develop the description of existing conditions based upon the Subbasin Summary and existing watershed planning documents and watershed assessments. These subbasin descriptions will be reviewed by the core planning team and relevant review groups to ensure that they are an accurate benchmark of the present situation. The technical teams will review the current EDT databases and make changes as needed. A Qualitative Habitat Assessment (QHA) will be conducted for the Rock Creek Subbasin. The YN will ensure that a preliminary assessment report is available for public review and comment in December 2003, and draft documents are available in February 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Out-of-Subbasin Effects and Assumptions (Task 8):

The core planning team will work with the consultants, Northwest Habitat Institute, and other state and federal agencies and technical experts to develop out-of-basin effects (or limiting factors) to focal species. The primary emphasis will be with regards to anadromous salmonid species. Consultants will provide an initial report that will be applicable at a regional level. Where additional and more specific information is available for the subbasin, the core planning team will work closely with the USFWS and NOAA Fisheries and other public agencies to incorporate this into final subbasin plans. The YN will ensure that a preliminary document will be available for public review and comment by February 2004. A draft document will be available in March 2004 and the final draft will be completed by May 2004. CCNRP will ensure adequate public and technical review of this work product.

Environmental / Population Relationships (Task 9):

The core planning team will work with the level 2 consultant(s), Northwest Habitat Institute, and other state and federal agencies and technical experts to develop Environmental / Population Relationships relative to selected subbasin focal species. The consultants will provide an initial report that will be applicable at a regional level. Where additional and more specific information is available for the subbasin, the core planning team will work closely with the USFWS and NOAA Fisheries and other public agencies to incorporate this into a final subbasin plan. The YN will ensure that a preliminary document will be available for public review and comment by November 2003. A draft document will be available in February 2004 and the final draft will be completed by March 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Interspecies Relationships (Task 10):

The core planning team will work with the consultant(s), Northwest Habitat Institute, and other state and federal agencies and technical experts to develop the interspecies relationships relative to selected subbasin focal species. This document will emphasize the key relationships between fish (primarily anadromous salmonids and bulltrout) and wildlife populations. Technical consultants will provide an initial report that will be applicable at a regional level. Where additional and more specific information is available for the subbasin, the core planning team will work closely with the USFWS and NOAA Fisheries and other public agencies to incorporate this into the final subbasin plan. The YN will ensure that a preliminary document will be available for public review and comment by March 2004 and a final draft of this document will be completed for public review and comment in April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Ecological Processes and Functions (Task 11): The core planning team will work with the consultants, Northwest Habitat Institute, and other state and federal agencies and technical experts to analyze the key ecological processes and functions of the focal species. This document will describe key ecological functions relative to focal species and discuss functional redundancy as a key indicator for ecological processes. Findings from this work will be prepared by technical consultants in coordination with subbasin technical teams and relevant public agencies. The YN will ensure that a preliminary document will be available for public review and comment by January 2004 and a final draft of this document will be completed for public review and comment in March 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Limiting Factors and Conditions (Task 12) including Description of Historic Factors Leading to the Decline of Focal Species / Ecological Function: Based upon a) Washington Conservation Commission (WCC) *Limiting Factors Analysis*, b) USFS Biological Assessments, and c) the EDT analysis of environmental conditions and analysis of ecological relationships (and other planning documents and relevant information), the core planning team and technical teams (including the USFWS and NOAA Fisheries) will work cooperatively to 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 developed by the consultants. The YN will ensure that a preliminary draft of the limiting factors will be completed and available for public review and comment by February 2004. A final draft will be available for public review and comment in April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Interpretation and Synthesis; Key Findings (Task 13) and Subbasin wide Working Hypothesis (Task 14): The core planning team and technical teams (including the USFWS and NOAA Fisheries) will work together with the consultants to synthesize key findings, including a) generating a succinct list of *key findings* by watersheds within the subbasins and b) a description of the *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 alternative management strategies. Key assumptions and the key factors that impede optimal ecological function and biological performance for focal species will be identified. Much of this work will be summarized by consultants. The YN will ensure that the work will be summarized for public review and comment in the draft management plan (April 2004) and will be completed in the final draft. The NWPCC Consultant will ensure adequate public and technical review of this work product.

INVENTORY

Inventory of Ongoing Projects and Programs: County, State and Federal (Task 3): Consultants will work closely with core planning team, technical teams and all relevant agencies to summarize current and completed restoration and habitat protection projects, programs, plans, and existing ordinances over the last 10 years within the planning area. The consultants will provide an initial inventory that will emphasize programmatic actions at a regional scale. This will be done by updating the Subbasin Summary inventories and soliciting information from public and private organizations whose actions have a relatively wide geographic influence on fish and wildlife resources (USFS, WDFW, WA Department of Natural Resources, Counties, etc). The core planning team will build from this effort and provide additional information unique or specific to each subbasin. Maps and tabular information of habitat restoration projects and other inventory elements will be created. The core planning team will review the inventory against the assessment results to identify

gaps between actions taken and actions needed. The YN will ensure that a preliminary document will be provided by the consultants and be available for public review and comment in January 2004. A final draft will be available for public review and comment in March 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Management Plan

Vision: A draft vision statement will be jointly developed and written by the core planning team for the subbasin describing the desired future condition of the planning area. The vision statement will be completed and reviewed by the subbasin technical and planning teams. The co-lead entities will ensure that the subbasin vision is developed and included in the draft management plan for public review and comment in April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Biological Objectives: Biological objectives will be based on the vision statement. These objectives will explain how the limiting factors will be addressed and describe and quantify (to the extent possible) the resulting changes in biological performance of the focal species. The core planning team will develop the draft biological objectives for the subbasins with support from USFWS, NOAA Fisheries, and the technical and planning teams. The YN will ensure that the draft biological objectives will be available for public review and comment before adoption. They will be completed and included in the draft management plan in April 2004. . The NWPCC Consultant will ensure adequate public and technical review of this work product.

Subbasin Management Strategies / Reference Conditions and Population

Response (Task 15): Reference conditions and proposed “alternative management strategies” will be developed by the core planning team and subbasin planning teams for each of the subbasins using strategies identified from existing local and governmental documents as a starting point. Through the subbasin planning teams and the public participation process, these alternative management strategies will be reviewed using a coarse-screen cost/benefit/risk assessment (to be developed). Based upon the results of the qualitative habitat assessment (or EDT), consultants will work with subbasin planning teams to determine the extent of loss of species from historic conditions, and estimate species abundance and productivity given each of the alternative management scenarios. Ultimately, each of the core and subbasin planning teams will select a “preferred subbasin management strategy” and provide a description of the selection process and a rationale as to how a preferred strategy was selected. Additionally, a general prioritization of geographic areas and a determination of an implementation sequence will be included in this discussion. The YN will ensure that the strategies are linked to achieving the biological objectives and will be available for public review and comment in March 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Near-Term Opportunities (Task 16): An initial list of near-term opportunities will be developed by the subbasin planning team. This work will be closely coordinated with the efforts characterized in Task 15. Consultants will evaluate these initial lists in terms of a) relative association of and /or contribution to properly functioning and stronghold habitats (for high priority protection), b) relative association of and / or contribution to properly functioning habitats that are currently blocked or restricted, c) relative association of and / or contribution to habitats that have been compromised (resulting in significant population losses) and should be considered high priority for restoration. In close coordination with the core and subbasin planning teams, the consultants will provide a prioritized list of strategies and / or actions that are implementable and defensible within the context of the subbasin assessment information. The YN will ensure that the preliminary findings and information are available for public review and comment in April 2004 and a draft document available by April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Identification of Interim Strategies and Implementation of Actions (Task 17): In close coordination with Tasks 15 and 16, the consultants will work closely with core and subbasin planning teams and all relevant government agencies in the identification of interim strategies and a discussion of the implementation of these actions. For each of the strategies and / or actions identified, the consultants will provide a draft description of the following: a) rationale for strategy and / or action, b) method or logic used in the prioritization of these strategies / actions, c) a description of conflicting perspectives concerning these recommended actions, and d) discussion of these actions in relationship to ESA requirements (see discussion below). The YN will ensure that preliminary findings and information are available for public review and comment in April 2004 and a draft document available for April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Consistency with ESA and Clean Water Act Requirements: Beginning in March 2004, the NWPCC Consultant will work with the core planning team, USFWS and NOAA Fisheries to evaluate consistency with ESA requirements and with DOE 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. The NWPCC Consultant will ensure adequate public and technical review of this work product.

Research, Monitoring, and Evaluation: The future monitoring and research needs of the subbasins will be identified to better ensure that critical assumptions and data gaps in the analyses are addressed. This portion of the plan will be developed by the core planning team as well as the subbasin technical and planning teams to ensure that it meets decision making needs and priorities at both a Province and subbasin scale. It must be noted that as the Washington State Salmon Recovery Planning process will continue from June 2004 through June 2005 (and in some cases various watershed processes are expected to continue through March 2006) additional well-

defined research, monitoring and assessment needs will be identified and appended into the Subbasin Plans. The YN will ensure that preliminary findings and information are available for public review and comment in March 2004 and a draft document available for April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

	Planning Timeline								
	2003			2004					
	October	November	December	January	February	March	April	May	June
Subcontracting									
Inventory									
Assessment									
Management Plan									
Final write/edit									
1. subbasin description					Draft				
2. Regional context				Draft					
3. Inventory				Draft		Final			
4. Focal species					Draft			Final	
5. Population delineation						Draft		Final	
6. Status of FS						Draft		Final	
7. Environmental conditions					Draft				
8. Out-of-SB effects						Draft		Final	
9. Environmental relationships					Draft	Final			
10. Interspecies relations						Draft	Final		
11. Ecological processes				Draft		Final			
12. Limiting factors					Draft		April		
Historic factors									
13. Key findings							Final		
14. Working hypothesis							Final		
Vision									
Biological objectives									
15. Ref. conditions						Final			
16. Near-term opportunities							Final		
17. Interim strategies							Final		
Research-monitoring plan						Draft	Final		



Personal services

Task	Position title	Rate	Hours	Total
Assessment	Robert McDonald	70.00	94.00	6,580
Assessment	Dick Nason	120.00	13.00	1,560
Assessment	Laura Berg	85.00	112.00	9,520
Inventory	Robert McDonald	70.00	28.00	1,960
Inventory	Dick Nason	120.00	8.00	960
Inventory	Laura Berg	85.00	32.00	2,720
Management plan	Robert McDonald	70.00	123.00	8,610
Management plan	Dick Nason	120.00	30.00	3,600
Management plan	Laura Berg	85.00	97.00	8,245

Task	Describe other payroll costs	Total

Travel

Expense	Days/nights	Rate	Total
Per diem (days)			-
Lodging (nights)			-

Air travel	From/to	Rate	# of trips	Total
Type reason here				-
Type reason here				-
Type reason here				-
Type reason here				-

Car travel	From/to	Rate/mi	# of miles	Total
Initial meetings in Klickitat County	Homes/Goldendale	0.36	450.00	162
Initial meetings in Skamania County	Homes/Stevenson	0.36	450.00	162
Initial meetings in Benton County	Homes/Tri-Cities	0.36	350.00	126
Public Meetings in Klickitat County for Assessment and Inventory	Homes/Goldendale	0.36	900.00	324
Public Meetings in Skamania County Assessment and Inventory	Homes/Stevenson	0.36	900.00	324
Public Meetings in Benton County, Assessment and Inventory	Homes/Tri-Cities	0.36	1,100.00	396
Public Meetings in Klickitat County for Management Plan	Homes/Goldendale	0.36	1,500.00	540
Public Meetings in Skamania County for Management Plans	Homes/Stevenson	0.36	1,500.00	540
Public Meetings in Benton County for Management Plans	Homes/Tri-Cities	0.36	2,000.00	720

Services and supplies

	Unit cost	Quantity	Total
Advertising (\$ per ad x # of ads)	10.00	18.00	180
Computer support (hourly rate x # hrs)			-
Meeting expenses (room rate x # of mtgs)	90.00	12.00	1,080
Postage (\$ per month x months)	0.13	1,000.00	130
Printing/coying (\$ per copy x copies)	0.05	24,000.00	1,200
Supplies (\$ per month x months)			-
Telephone (\$ per month x months)	36.00	10.00	360

Subtotal	49,999
+ BPA approved indirect	
Total	\$ 49,999



Personal services

Task	Position title	Rate	Hours	Total
Assessment	WDWF Fish Biologist 2	26.92	1,352.00	36,396
Assessment	WDWF Fish Biologist 4	31.35	328.00	10,283
Assessment	WDFW Wildlife Bio	31.35	77.00	2,414
Inventory	WDWF Fish Biologist 2	26.92	40.00	1,077
Inventory	WDWF Fish Biologist 4	31.35	20.00	627
Inventory	WDFW Wildlife Bio	31.35	77.00	2,414
Management plan	WDWF Fish Biologist 4	31.35	348.00	10,910
Management plan	WDFW Wildlife Bio	31.35	77.00	2,414
Task	Describe other payroll costs			Total
Assessment	EN Charges			190
Inventory	EN Charges			10
Management plan	EN Charges			50

Air travel	From/to	Rate	# of trips	Total
Type reason here				-
Type reason here				-
Type reason here				-
Type reason here				-

Car travel	From/to	Rate/mi	# of miles	Total
Mileage Travel Fish Mgmt	10/1-5/31	0.36	20,000.00	7,200
Vehicle Maintenance Fish Mgmt		0.36	2,777.00	1,000
Per Diem Travel Fish Mgmt		0.36	4,166.00	1,500
Lodging Fish Mgmt		0.36	3,055.00	1,100
Mileage Wildlife Mgmt		0.36	1,388.00	500

Services and supplies

	Unit cost	Quantity	Total
Advertising (\$ per ad x # of ads)			-
Computer support (hourly rate x # hrs)	100.00	12.00	1,200
Meeting expenses (room rate x # of mtgs)			-
Postage (\$ per month x months)	0.37	270.00	100
Printing/copying (\$ per copy x copies)	0.10	1,500.00	150
Supplies (\$ per month x months)	65.00	10.00	650
Telephone (\$ per month x months)	60.00	10.00	600

Subtotal	80,783
+ BPA approved indirect	25%
Total	\$ 100,979

Yakama Nation

STATEMENT OF WORK

Subbasin Planning In The White Salmon, Klickitat, And Lower Middle Mainstem Columbia Subbasins

The Northwest Power Act directs the Northwest Power and Conservation Council (Council) to develop a program to protect, mitigate, and enhance fish and wildlife of the Columbia River Basin and to make annual funding recommendations to the Bonneville Power Administration for projects to implement the program. The purpose of subbasin planning is to document subbasin conditions and evaluate and define strategies that will drive the implementation of the Council's Fish and Wildlife Program at the subbasin level. NOAA Fisheries and U.S. Fish and Wildlife Service (USFWS) will also use the plan in their recovery planning efforts for threatened and endangered species. The plan will be evaluated for consistency with the Clean Water Act, the Endangered Species Act, and federal treaty and trust responsibilities with the basin Native American Tribes. The final subbasin plan will be submitted to the Council for adoption into its 2000 Fish and Wildlife Program. The Council will use the procedures and criteria required by the Northwest Power Act in evaluating the proposed plan.

The Yakama Nation (YN), Washington Department of Fish and Wildlife (WDFW) and Normandeau Associates (NA) will develop the subbasin plans for the Klickitat, the Lower Middle Mainstem and the White Salmon Subbasins. YN, WDFW, and NA will be jointly responsible for developing and submitting the plan, following the guidance set forth in the *Technical Guide for Subbasin Planners* (Council Document 2001-20). The detailed steps required to develop a subbasin plan are laid out in the statements of work for YN, WDFW, and NA. This statement of work establishes YN's responsibilities for its contribution to this planning initiative, focusing on the assessment and inventory. YN has read the statements of work of the NA and WDFW and concurs that the statements accurately reflect the responsibilities of all entities contributing to this planning initiative.

General Approach

Fish and wildlife population and habitat management goals and objectives will be addressed for a 10-15 year horizon. As intended by the Council, the Subbasin Planning co-lead entities will rely mostly on existing assessment information and focus the majority of effort on organizing this information as well as developing the management plans and strategies.

The core planning teams and technical work groups will work through Normandeau Associates with stakeholders and government agencies to refine and expand existing wildlife population and habitat information, using tools such as the Interactive Biological

Information System (IBIS), and identify wildlife habitat and research needs. The core planning team and technical work groups within each of the subbasins will work with contracted services, local stakeholders and government agencies to assemble the technical data needed for the development of defensible and implementable subbasin management strategies for the subbasins.

Subbasin Plans for the White Salmon, Klickitat, and Lower Middle Mainstem Columbia

The Subbasin plans will be developed through a cooperative effort between the NA, YN, WDFW, Counties as well as state and federal agencies with jurisdiction and interest in the subbasins. YN and WDFW will be primarily responsible for technical aspects of the plan, with the Yakama Nation providing the majority of information and organization of information. The NA will assist YN and WDFW in the integration of other existing planning processes into the Subbasin Planning process and will ensure adequate public and stakeholder review, involvement, and comment.

Deliverables and Work Products

The following subbasin planning products will be developed following an anticipated start date after October 1, 2003 and a completion date of May 28, 2004. Tasks and major subtasks are summarized below consistent with the plan elements in the *Technical Guide for Subbasin Planners* (Council Document 2001-20). A generalized Project Schedule is provided later in this document. The key deliverables included in each of the subbasin plans are as follows:

1. Updated aquatic and terrestrial subbasin assessments for the subbasin (characterization of fish populations, aquatic habitat conditions, artificial production, and wildlife habitat and populations);
2. A preliminary EDT assessment for the White Salmon (based on completion of work by White Salmon group that was just initiated) and the Klickitat. QHA will be performed for the Rock Creek Subbasin based on a Qualitative Habitat Assessment Method (QHA) as defined by Council, Using Analytical Tools in Subbasin Planning, February, 2003;
3. Inventory of on-going and completed projects and programs, by subbasin, affecting fish and wildlife (as defined in the Technical Guide to Subbasin Planners);
4. A subbasin management plan for the subbasins based on scientific information and prepared with the facilitation of the NWPCC Consultant regarding local “stakeholder” and public input, as well coordination with NOAA Fisheries and USFWS for Endangered Species Act (ESA) compliance and WDFW and Washington Department of Ecology (WDOE) for consistency with Clean Water Act and other relevant state and federal law.

Tasks and Major Sub-tasks

Start Up:

1. The process will begin after October 1, 2003, upon signing the Level 1 contracts with the Council.
2. Responsibility for administration of the Level 1 contract for the subbasins will be the co-lead entities, who will establish an internal project management tracking and accounting system.
3. Subcontractors will be chosen by YN (October 2003).
4. Core Planning Teams will begin meeting. Consultants and Technical Writers will begin gathering information, identifying an organization for review and dissemination of materials.

Assessment

Subbasin and Regional Overview (Tasks 1 and 2): The YN will coordinate with the subbasin technical and core planning groups to compile existing management plans, assessments and current reports for the subbasins. Working with these compilations and the Subbasin Summary, contracted technical writers will prepare a preliminary subbasin overview for initial public review and comment. The overview will describe the geography, land ownership, biological and environmental situation in the subbasins. Within the subbasin, the planning teams will work with WDFW, USFWS and U.S. Forest Service (USFS) staff to compile detailed population and habitat information, and work with state and federal biologists to identify data gaps or necessary research. Technical writers will have a final draft subbasin overview completed and available for public review and comment by February 2004. NA will ensure adequate public and technical review of this work product.

Species Selection, Characterization and Status (Task 4): The core planning team will work with the technical team to identify the focal species based upon ESA status, WDFW state sensitive species lists, tribal cultural importance and other factors. The list will be reviewed by the subbasin planning group, including the USFS, NOAA Fisheries, USFWS and other relevant government agencies. This step will be completed by November 2003. Based upon the selected focal species, the technical team will work with the consultants to delineate and characterize each species and the conditions needed to ensure their long-term sustainability in the planning area. This work will utilize input from Tribes, WDFW, USFWS, NOAA Fisheries and other relevant government agencies to ensure regional consistency and legal adequacy. WDFW, USFWS, NOAA Fisheries and/or the Council are expected to provide needed information on out-of-subbasin effects and assumptions for each focal species. A preliminary draft will be completed and available for public review and comment by January 2003. A draft document will be available in February 2004 and the final draft will be completed by May 2004.

Population Delineation and Characterization (Task 5):

After the core planning team has identified the focal species for each subbasin, the technical consultants and technical teams will work closely with and utilize input from WDFW, USFWS and NOAA Fisheries to describe unique population units and important life history characteristics. Information will be described at a regional scale. Where additional information exists that is specific or unique to the subbasin, the subbasin technical teams will provide more detailed information at the subbasin scale. The YN will ensure that a preliminary draft is completed and available for public review and comment by February 2004. A draft document will be available in March 2004 and the final draft will be completed by May 2004.

Determination of Population Status (Task 6):

After the core planning team has identified the focal species for each subbasin, they will work closely with the consultants, NOAA Fisheries, USFWS, and Counties to develop the determination of population status for each of the focal species. Consultants will direct most of their efforts to focal species that are in common to the subbasins. Additional and more detailed information that is unique and / or available for the subbasin will be developed by the core planning team to be incorporated into the regional product. The YN will ensure that a preliminary draft is completed and available for public review and comment by February 2004. A draft document will be available in March 2004 and the final draft will be completed by May 2004.

Environmental Conditions within the Subbasin (Task 7): The core planning team will coordinate with the consultants to develop the description of existing conditions based upon the Subbasin Summary and existing watershed planning documents and watershed assessments. These subbasin descriptions will be reviewed by the core planning team and relevant review groups to ensure that they are an accurate benchmark of the present situation. The technical teams will review the current EDT databases and make changes as needed. A Qualitative Habitat Assessment will be conducted for the Rock Creek Subbasin. The YN will ensure that a preliminary assessment report is available for public review and comment in December 2003, and draft documents are available in February 2004.

Out-of-Subbasin Effects and Assumptions (Task 8):

The core planning team will work with the consultants, Northwest Habitat Institute, and other state and federal agencies and technical experts to develop out-of-basin effects (or limiting factors) to focal species. The primary emphasis will be with regards to anadromous salmonid species. Consultants will provide an initial report that will be applicable at a regional level. Where additional and more specific information is available for the subbasin, the core planning team will work closely with the USFWS and NOAA Fisheries and other public agencies to incorporate this into final subbasin plans. The YN will ensure that a preliminary document will be available for public review and comment by February 2004. A draft document will be available in March 2004 and the final draft will be completed by May 2004.

Environmental / Population Relationships (Task 9):

The core planning team will work with the level 2 consultant(s), Northwest Habitat Institute, and other state and federal agencies and technical experts to develop Environmental / Population Relationships relative to selected subbasin focal species. The consultants will provide an initial report that will be applicable at a regional level. Where additional and more specific information is available for the subbasin, the core planning team will work closely with the USFWS and NOAA Fisheries and other public agencies to incorporate this into a final subbasin plan. The YN will ensure that a preliminary document will be available for public review and comment by November 2003. A draft document will be available in February 2004 and the final draft will be completed by March 2004.

Interspecies Relationships (Task 10):

The core planning team will work with the consultant(s), Northwest Habitat Institute, and other state and federal agencies and technical experts to develop the interspecies relationships relative to selected subbasin focal species. This document will emphasize the key relationships between fish (primarily anadromous salmonids) and wildlife populations. Technical consultants will provide an initial report that will be applicable at a regional level. Where additional and more specific information is available for the subbasin, the core planning team will work closely with the USFWS and NOAA Fisheries and other public agencies to incorporate this into the final subbasin plan. The YN will ensure that a preliminary document will be available for public review and comment by March 2004 and a final draft of this document will be completed for public review and comment in April 2004.

Ecological Processes and Functions (Task 11): The core planning team will work with the consultants, Northwest Habitat Institute, and other state and federal agencies and technical experts to analyze the key ecological processes and functions of the focal species. This document will describe key ecological functions relative to focal species and discuss functional redundancy as a key indicator for ecological processes. Findings from this work will be prepared by technical consultants in coordination with subbasin technical teams and relevant public agencies. The YN will ensure that a preliminary document will be available for public review and comment by January 2004 and a final draft of this document will be completed for public review and comment in March 2004.

Limiting Factors and Conditions (Task 12) including Description of Historic Factors Leading to the Decline of Focal Species / Ecological Function: Based upon a) Washington Conservation Commission (WCC) *Limiting Factors Analysis*, b) USFS Biological Assessments, and c) the EDT analysis of environmental conditions and analysis of ecological relationships (and other planning documents and relevant information), the core planning team and technical teams (including the USFWS and NOAA Fisheries) will work to 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 developed by the consultants. The YN will ensure that a preliminary draft of the limiting factors will

be completed and available for public review and comment by February 2004. A final draft will be available for public review and comment in April 2004.

Interpretation and Synthesis; Key Findings (Task 13) and Subbasin wide Working Hypothesis (Task 14): The core planning team and technical teams (including the USFWS and NOAA Fisheries) will work together with the consultants to synthesize key findings, including a) generating a succinct list of *key findings* by watersheds within the subbasins and b) a description of the *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 alternative management strategies. Key assumptions and the key factors that impede optimal ecological function and biological performance for focal species will be identified. Much of this work will be summarized by consultants. The YN will ensure that the work will be summarized for public review and comment in the draft management plan (April 2004) and will be completed in the final draft.

Inventory

Inventory of Ongoing Projects and Programs: County, State and Federal (Task 3): Consultants will work closely with core planning team, technical teams and all relevant agencies to summarize current and completed restoration and habitat protection projects, programs, plans, and existing ordinances over the last 10 years within the planning area. The consultants will provide an initial inventory that will emphasize programmatic actions at a regional scale. This will be done by updating the Subbasin Summary inventories and soliciting information from public and private organizations whose actions have a relatively wide geographic influence on fish and wildlife resources (USFS, WDFW, WA Department of Natural Resources, Counties, etc). The core planning team will build from this effort and provide additional information unique or specific to each subbasin. Maps and tabular information of habitat restoration projects and other inventory elements will be created. The core planning team will review the inventory against the assessment results to identify gaps between actions taken and actions needed. The YN will ensure that a preliminary document will be provided by the consultants and be available for public review and comment in January 2004. A final draft will be available for public review and comment in March 2004.

Management Plan

Vision: A draft vision statement will be developed and written by the core planning team for the subbasin describing the desired future condition of the planning area. The vision statement will be completed and reviewed by the subbasin technical and planning teams. The co-lead entities will ensure that the subbasin vision is

developed and included in the draft management plan for public review and comment in April 2004.

Biological Objectives: Biological objectives will be based on the vision statement. These objectives will explain how the limiting factors will be addressed and describe and quantify (to the extent possible) the resulting changes in biological performance of the focal species. The core planning team will develop the draft biological objectives for the subbasins with support from USFWS, NOAA Fisheries, and the technical and planning teams. The YN will ensure that the draft biological objectives will be available for public review and comment before adoption. They will be completed and included in the draft management plan in April 2004.

Subbasin Management Strategies / Reference Conditions and Population

Response (Task 15): Reference conditions and proposed “alternative management strategies” will be developed by the core planning team and subbasin planning teams for each of the subbasins using strategies identified from existing local and governmental documents as a starting point. Through the subbasin planning teams and the public participation process, these alternative management strategies will be reviewed using a coarse-screen cost/benefit/risk assessment (to be developed). Based upon the results of the qualitative habitat assessment (or EDT), consultants will work with subbasin planning teams to determine the extent of loss of species from historic conditions, and estimate species abundance and productivity given each of the alternative management scenarios. Ultimately, each of the core and subbasin planning teams will select a “preferred subbasin management strategy” and provide a description of the selection process and a rationale as to how a preferred strategy was selected. Additionally, a general prioritization of geographic areas and a determination of an implementation sequence will be included in this discussion. The YN will ensure that the strategies are linked to achieving the biological objectives and will be available for public review and comment in March 2004.

Near-Term Opportunities (Task 16): An initial list of near-term opportunities will be developed by the subbasin planning team. This work will be closely coordinated with the efforts characterized in Task 15. Consultants will evaluate these initial lists in terms of a) relative association of and /or contribution to properly functioning and stronghold habitats (for high priority protection), b) relative association of and / or contribution to properly functioning habitats that are currently blocked or restricted, c) relative association of and / or contribution to habitats that have been compromised (resulting in significant population losses) and should be considered high priority for restoration. In close coordination with the core and subbasin planning teams, the consultants will provide a prioritized list of strategies and / or actions that are implementable and defensible within the context of the subbasin assessment information. The YN will ensure that the preliminary findings and information are available for public review and comment in April 2004 and a draft document available by April 2004.

Identification of Interim Strategies and Implementation of Actions (Task 17): In close coordination with Tasks 15 and 16, the consultants will work closely with core and subbasin planning teams and all relevant government agencies in the identification of interim strategies and a discussion of the implementation of these actions. For each of the strategies and / or actions identified, the consultants will provide a draft description of the following: a) rationale for strategy and / or action, b) method or logic used in the prioritization of these strategies / actions, c) a description of conflicting perspectives concerning these recommended actions, and d) discussion of these actions in relationship to ESA requirements (see discussion below). The YN will ensure that preliminary findings and information are available for public review and comment in April 2004 and a draft document available for April 2004.

Consistency with ESA and Clean Water Act Requirements: Beginning in March 2004, the NWPCC Consultant will work with the core planning team, USFWS and NOAA Fisheries to evaluate consistency with ESA requirements and with DOE 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 future monitoring and research needs of the subbasins will be identified to better ensure that critical assumptions and data gaps in the analyses are addressed. This portion of the plan will be developed by the core planning team as well as the subbasin technical and planning teams to ensure that it meets decision making needs and priorities at both a Province and subbasin scale. It must be noted that as the Washington State Salmon Recovery Planning process will continue from June 2004 through June 2005 (and in some cases various watershed processes are expected to continue through March 2006) additional well-defined research, monitoring and assessment needs will be identified and appended into the Subbasin Plans. The YN will ensure that preliminary findings and information are available for public review and comment in March 2004 and a draft document available for April 2004. The NWPCC Consultant will ensure adequate public and technical review of this work product.

	Planning Timeline								
	2003			2004					
	October	November	December	January	February	March	April	May	June
Subcontracting									
Inventory									
Assessment									
Management Plan									
Final write/edit									
1. subbasin description					Draft				
2. Regional context				Draft					
3. Inventory				Draft		Final			
4. Focal species					Draft			Final	

5. Population delineation						Draft		Final	
6. Status of FS						Draft		Final	
7. Environmental conditions					Draft				
8. Out-of-SB effects						Draft		Final	
9. Environmental relationships					Draft	Final			
10. Interspecies relations						Draft	Final		
11. Ecological processes				Draft		Final			
12. Limiting factors					Draft		April		
Historic factors									
13. Key findings							Final		
14. Working hypothesis							Final		
Vision									
Biological objectives									
15. Ref. conditions						Final			
16. Near-term opportunities							Final		
17. Interim strategies							Final		
Research-monitoring plan						Draft	Final		



Northwest Power Planning Council
Subbasin Planning Process

Statement of Work
Budget detail

Personal services

Task	Position title		Rate	Hours	Total
Assessment	Fish & Wildlife Biologists		23.02	2420.00	55,708
Inventory	Fish & Wildlife Biologists		23.02	200.00	4604
Management plan	Fish & Wildlife Biologists		23.02	366.00	8425
Assessment	Bookkeeper 4		17.09	140.00	2392.6
Inventory	Bookkeeper 4		17.09	20.00	341.8
Management plan	Bookkeeper 4		17.09	40.00	683.6
	YN fringe		*26.30%		91,132

Task	Describe other payroll costs	Total
Assessment	Consultant(GIS & Technical) \$50/hr @ 1,220 hrs	61,000
Inventory	Consultant(GIS & Technical) \$50/hr @ 128 hrs	6,400
Management plan	Consultant(GIS & Technical) \$50/hr @ 104 hrs	5,200
Assessment	Technical writer (65*48)	3,120
Inventory	Technical writer (65*8)	520
Management plan	Technical writer (65*40)	2,600

Travel

Expense	Days/nights	Rate	Total
Per diem (days)	31	30.00	930
Lodging (nights)	31	55.00	1,705

Air travel	From/to	Rate	# of trips	Total
Type reason here				-
Type reason here				-
Type reason here				-
Type reason here				-

Car travel	From/to	Rate/mi	# of miles	Total
Technical coordinator				
YN GSA rental (9.40/day)		9.4	62.00	583
YN GSA mileage (.215/mile)		0.215	13,643.00	2,933
Type reason here		0.365		-

Services and supplies	Unit cost	Quantity	Total
Advertising (\$ per ad x # of ads)			-
Computer support (hourly rate x # hrs)			-
Meeting expenses (room rate x # of mtgs)			-
Postage (\$ per month x months)			-
Printing/copying (\$ per copy x copies)			-
Supplies (\$ per month x months)			-
Telephone (\$ per month x months)			-

Subtotal

	176,123
+ YN indirect	19.5%
Total	\$ 210,466

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