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December 2, 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 a contract with Klickitat County to assist in 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 contract will not exceed \$67,975.

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. The Co-Lead Entities responsible for submitting these plans are the Yakama Nation and the Washington Department of Fish and Wildlife. Normandeau Associates will take the lead in writing, editing, and facilitating and public outreach services for this planning effort. If approved, the Klickitat County contract will be the last of four contracts for work to develop the Klickitat Area Subbasin Plans. As mentioned at the August Council meeting, the Washington Council members anticipated the County's proposal coming forward at a later date. 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).

Schedule and Budget

The budget for this contract will not exceed \$67,975 for FY 04. All work associated with this contract will be complete by May 28, 2004.

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SUBBASIN PLANNING BUDGET KLICKITAT COUNTY	FTE	HOURLY RATE	EST. # HOURS	TOTAL
1. PERSONAL SERVICES				
Assessment				
Project Manager		\$50.00	137	\$6,850
Consultants (Level 4)		\$140.00	16	\$2,240
Consultants (Level 3)		\$115.00	36	\$4,140
Consultants (Level 2)		\$100.00	216	\$21,600
Consultants (Level 1)		\$88.00	120	\$10,560
GIS Mapping		\$60.00	8	\$480
Subtotal				\$45,870
Inventory				
Project Manager		\$50.00	14	\$700
Consultants (Level 4)		\$140.00	0	\$0
Consultants (Level 3)		\$115.00	0	\$0
Consultants (Level 2)		\$100.00	2	\$200
Consultants (Level 1)		\$88.00	0	\$0
Subtotal				\$900
Management Plan				
Project Manager		\$50.00	148	\$7,400
Consultants (Level 4)		\$140.00	4	\$560
Consultants (Level 3)		\$115.00	6	\$690
Consultants (Level 2)		\$100.00	56	\$5,600
Consultants (Level 1)		\$88.00	8	\$704
Subtotal				\$14,954
Administration				
Project Manager		\$50.00	38	\$1,900
Subtotal				\$1,900
Other Direct Costs				
Airfare (Montana to PDX)		\$425	1	\$425
Airfare (Boise to PDX)		\$225	3	\$675
Per Diem (Meals & Lodging)		\$86	8	\$688
Per Diem (Meals)		\$30	11	330
Car Rental & Fuel		\$90	8	\$720
Mileage/mi		\$0.345	3660	\$1,263
Telephone/mo		\$50	5	\$250
Subtotal				\$4,351
TOTAL				\$67,975

Klickitat County
Klickitat Area Subbasins
(Klickitat, the Lower Middle Mainstem and the White Salmon)
Statement of Work
Contract Number: SDWW30

I. Background

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 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 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.

Through separate contracts the Washington Department of Fish and Wildlife (WDFW) and Yakama Nation (YN) are the Co-Lead Entities jointly responsible for submitting the subbasin plans for the *Klickitat, the Lower Middle Mainstem and the White Salmon Subbasins*. Through a separate contract, Normandeau Associates (NA) is responsible for compiling the plan components, facilitation of meetings, technical writing, and public outreach. Klickitat County and its consultants (KC) will participate on the Core Planning Team, Technical Team, and Management Plan Team. The plans will be developed following the guidance set forth in the *Technical Guide for Subbasin Planners* (Council Document 2001-20). The specific subbasin planning tasks for WDFW, YN, and NA are laid out in the statements of work for their respective contracts. This statement of work establishes KC responsibilities for its contribution to this planning initiative. KC will review work products and provide technical assessment data and information.

A Core Planning Team (CPT) composed of KC, WDFW, YN and NA will coordinate the development of the subbasin plans. The Technical Team will include KC, WDFW and the YN, as well as technical experts and consultants. The Technical Team will assist in the development of the assessment. NA will coordinate the compilation and review of data and information as well as assist in developing and reviewing all plan components in the subbasins. The Management Plan Team will consist of the same parties and will develop the management plan components.

II. Deliverables and Work Products

The following subbasin planning products will be developed and submitted by the Co-Lead Entities with assistance from KC:

1. Updated aquatic and terrestrial subbasin assessments for the subbasins (characterization of fish populations, aquatic habitat conditions, artificial production, and wildlife habitat and populations).

2. Preliminary Ecosystem Diagnosis and Treatment (EDT) or Qualitative Habitat Assessment (QHA) assessments for the White Salmon, Klickitat, and Rock Creek will be performed as defined by Council, *Using Analytical Tools in Subbasin Planning*.
3. Inventories of on-going and completed projects and programs, by subbasin, affecting fish and wildlife.
4. Subbasin management plans for the subbasins. A Management Plan Team consisting of KC, WDFW, YN and interested other local governments and stakeholders will participate in developing management plans for the subbasins. The management plans will be coordinated 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 the YN for Treaty Trust responsibilities.

III. Tasks and Major Sub-tasks

KC will work with the various planning teams to develop the plan components for each of the subbasins.

A. Assessments. KC will assist the Technical Team(s) in developing, validating and finalizing the following components of the technical assessments for each of the subbasins:

Species Selection, Characterization and Status: KC will help identify the focal species based on ESA status, WDFW state sensitive species lists, tribal cultural importance and other factors.

Population Delineation and Characterization: KC will assist in describing unique population units and important life history characteristics.

Environmental Conditions in the Subbasins: KC will assist in describing existing conditions in the subbasin. A QHA will be conducted for the Rock Creek Subbasin. KC staff will provide technical assistance and review for both EDT and QHA assessments as they are produced.

Out-of-Subbasin Effects and Assumptions: KC will review out-of-basin effects as presented by YN, USFWS, NOAA Fisheries and/or the Council.

Environmental/Population Relationships: KC will help develop environmental/population relationships relative to selected subbasin focal species.

Interspecies Relationships: KC will assist in developing the interspecies relationships for selected subbasin focal species.

Ecological Processes and Functions: KC will help analyze the key ecological processes and functions of the focal species.

Limiting Factors and Conditions: KC will help identify the limiting factors and conditions that inhibit the ecological processes needed for sustainable populations of the focal species.

Interpretation and Synthesis; Key Findings and Subbasin-wide Working Hypotheses: KC will assist in synthesizing key findings, including (a) generating a succinct list of *key findings* by watersheds in the subbasins and (b) a description of the *working hypotheses*, characterizing species abundance and productivity, desired future conditions, and identifying opportunities and challenges.

B. Inventories

KC assist in updating the inventories of the subbasin summaries to reflect the current and completed state restoration and habitat protection projects, programs, plans, and existing ordinances over the last five years.

C. Management Plans

Each management plan will contain a vision, biological objectives and management strategies. They will also include reference conditions and population response; near-term opportunities; interim strategies and implementation of actions; a determination of consistency with ESA and Clean Water Act requirements; and will identify research, monitoring, and evaluation needs.

KC will work as part of the Management Plan Team(s) to develop:

- a. vision statements that describe the desired future condition in each of the subbasins;
- b. biological objectives based on the vision statement and will explain how the limiting factors will be addressed; and
- c. subbasin strategies directly linked to achieving the biological objectives and prioritized for implementation. KC will also help facilitate public involvement as part of the process.

Consistency with ESA and Clean Water Act requirements: KC will work as part of the Management Team to evaluate consistency with ESA requirements and with DOE to determine consistency with Clean Water Act requirements. The plans will explain how the objectives and strategies are integrated with recovery goals for listed species and future TMDL implementation plans.

Research, monitoring and evaluation: KC will work as part of the Management Plan Team to draft the monitoring and evaluation components as well as research needs.

	SCHEDULE							
	2003			2004				
	October	November	December	January	February	March	April	May
Subcontracting								
Inventory								
Assessment								
Management Plan								
Final write/edit								
Subbasin description					Draft			
Regional context				Draft				
Inventory				Draft		Final		
Focal species					Draft			Final
Population delineation						Draft		Final
Status of Focal Species						Draft		Final
Environmental conditions					Draft			
Out-of-Subbasin effects						Draft		Final
Environmental relationships					Draft	Final		
Interspecies relations						Draft	Final	
Ecological processes				Draft		Final		
Limiting factors					Draft		Final	
Historic factors								
Key findings							Final	
Working hypothesis							Final	
Vision								
Biological objectives								
Reference conditions						Final		
Near-term opportunities							Final	
Interim strategies							Final	
Research-monitoring plan Final Plan Submitted						Draft	Final	Final