



**Statement of Work Report: 3548**

**SOW Status:** Contract Status: Pending

**Project Number:** 1999-025-00 **Project Title:** Sandy River Delta Habitat

**Contract Number:** 3548 **Contract Title:** Create Floodplain along Sandy River

**Workorder ID:** **Task ID:**

**Contract Value:** **Performance Period:** 3/1/2005 - 2/28/2006

**Contract Type:** Other **Pricing Type:**

**Province:** Lower Columbia **Subbasin:** Sandy

**Project Sponsor:** Miller Ecological

**Contractor(s):** Usda Forest Service - Hood River (Prime)

**Contacts:**

Name	Role	Organization	Phone	Email	Address
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**Work Element Table of Contents:**

<u>Work Element - Work Element Title</u>	<u>Estimate</u>	<u>(%)</u>
A: Produce Design and/or Specifications - Design for 2 dike breaches (Hatfield's and McCoy's)	\$21,500	(11 %)
B: Coordination - Landowners for the 2 dike breach locations	\$7,500	(4 %)
C: Produce Environmental Compliance Documentation - Supplemental Analysis	\$2,400	(1 %)
D: Enhance Floodplain - McCoy site (Dike Breach)	\$58,000	(29 %)
E: Plant Vegetation - Hatfield site	\$7,500	(4 %)



F: Maintain Vegetation - Hatfield site	\$12,500	(6 %)
G: Collect/Generate/Validate Field and Lab Data - Effectiveness Monitoring (water quality and fish presence)	\$11,500	(6 %)
H: Enhance Floodplain - Hatfield site (Dike Breach)	\$66,000	(33 %)
I: Produce Status Report - Monthly Reports via Pisces	\$1,200	(1 %)
J: Produce Annual Report -	\$1,000	(1 %)
K: Manage and Administer Projects - Prepare New SOW for FY06	\$10,200	(5 %)
Total:	\$199,300	

**Contract Description:** Contract Description:

The overall goal of the project is to restore tidal connection between the Columbia River Estuary and the floodplain situated on McCoy and Hatfield Sites through breaching of dikes and riparian plantings. These enhancements would restore connectivity to approximately ten (10) miles of slough channels previously isolated from tidal influence due to the dikes. BPA funding will be used for project design, dike removal and monitoring. Pre and post project monitoring of Blind Slough will determine project effectiveness in water quality improvement of Blind Slough's channel network as well as increased fish access to spawning and off-channel rearing habitat for salmonid species.

The Work elements for this project fall into 5 different Objectives:

Objective 1 - Design and Coordination

WE A: Produce Design and/or Specifications - Design for 2 dike breaches (Hatfield's and McCoy's)

WE B: Coordination - Landowners for the 2 dike-breach locations

WE C: Produce Environmental Compliance Documentation - Supplemental Analysis

Objective 2 - Implementation

WE D: Enhance Floodplain - Hatfield site (Dike Breach)

WE E: Enhance Floodplain - McCoy site (Dike Breach)

WE F: Plant Vegetation - Hatfield site

Objective 3 - Maintenance

WE G: Maintain Vegetation - Hatfield site

Objective 4 - Monitoring

WE H: Collect/Generate/Validate Field and Lab Data - Effectiveness Monitoring (Water quality and fish presence)

Objective 5 - Administrative

WE I: Produce Status Report - Monthly Reports via Pisces

WE J: Produce Annual Report -

WE K: Manage and Administer Projects - Prepare New SOW for FY06

**Statement of Work Report: 3548**

**Work Element Details**



**A: Produce Design and/or Specifications**

**Title:** Design for 2 dike breaches (Hatfield's and McCoy's)

**Description:** With the assistance of Acme Consultants, produce a design, complete with Engineering specifications and a budget, such that a contract solicitation can be advertised.

**Deliverable Specification:** Final engineering drawings, specifications, and construction budget for dike breach and plantings.

Milestone Title	Start Date	End Date	Milestone Description
Complete 35% design and rough budget estimate (Hatfield project)	3/1/2005	3/31/2005	
Complete 75% design and preliminary budget (Hatfield project)	4/15/2005	5/15/2005	
Complete Final design and budget (Hatfield project)	6/1/2005	6/30/2005	Completed design, specifications and budget have been accepted by prime, and are ready for contract solicitation.
Deliverable complete		6/30/2005	Completed design, specifications and budget have been accepted by prime, and are ready for contract solicitation.
Complete 35% design and rough budget estimate (McCoy site)	3/1/2005	3/31/2005	
Complete 75% design and preliminary budget (McCoy project)	4/15/2005	5/15/2005	
Complete Final design and budget (McCoy project)	6/1/2005	6/30/2005	Completed design, specifications and budget have been accepted by prime, and are ready for contract solicitation.

**B: Coordination**

**Title:** Landowners for the 2 dike breach locations

**Description:** Throughout the design and implementation phases of this contract, coordinate with the landowners, Mr. Hatfield, and Mrs. McCoy.

**Deliverable Specification:** None

Milestone Title	Start Date	End Date	Milestone Description
submit monthly log of landowner contacts	4/7/2005	2/7/2006	
Deliverable complete		2/28/2006	

**C: Produce Environmental Compliance Documentation**

**Title:** Supplemental Analysis

**Description:** Submit required documents to BPA and NOAA Fisheries to ensure NEPA / ESA compliance is met for both project sites (Hatfield and McCoy). Documents include final design, location map, NEPA checklist, permit application(s), etc.

**Deliverable Specification:** NEPA checklist, etc.



Milestone Title	Start Date	End Date	Milestone Description
Coordinate with BPA Environmental Compliance Personnel	3/1/2005	3/1/2005	Contact BPA's Environmental Compliance Group to determine what documentation and assistance will be needed.
Complete and submit NEPA Checklist	6/1/2005	6/15/2005	
Complete and document public involvement activities	6/1/2005	6/15/2005	
Participate in ESA Consultation	4/1/2005	5/31/2005	May include drafting a Biological Assessment, completing a HIP BO Consistency Form, etc.
Participate in Cultural/Historic Resource Consultation	3/31/2005	4/30/2005	May include providing maps, completing background research, contracting for an archaeological survey, etc.
Obtain applicable local, state, federal and tribal permits	6/1/2005	6/30/2005	
Obtain sign-off from BPA's Environmental Compliance Group that environmental compliance requirements	6/15/2005	6/30/2005	Once all conditions of NEPA/ESA compliance have been met, BPA will provide a letter to the Contractor and COTR, indicating the contractor can now proceed with ground-disturbing activities (From an environmental compliance perspective. Other issues may still prevent the contractor from breaking ground).
Deliverable complete		6/30/2006	

**D: Enhance Floodplain**

**Title:** McCoy site (Dike Breach)

**Description:** Pending topography survey and according to final engineering design, accomplish the restoration of the floodplain at McCoy site removing 2-100' wide breaches. Material will be removed in accordance with NOAA Fisheries requirements.

**Deliverable Specification:** Breached dike in a minimum of two locations, with openings as large as 100' at the top of the dike. Additionally, restored unimpeded flow to the historical floodplain.

Milestone Title	Start Date	End Date	Milestone Description
Environmental compliance documentation requirements complete	6/30/2005	7/1/2005	Dike has been breached per engineering design, cofferdam(s), if any, have been removed and water is allowed to flow onto site. The work does not require acceptance by BPA COTR to be considered complete.
Equipment mobilization complete	8/1/2005	8/8/2005	Equipment needed to begin implementation, including temporary offices, have been delivered to the work site.
Subcontractor hired for implementation	7/1/2005	7/31/2005	Solicitation is completed and a subcontractor has been retained.
Materials for implementation obtained	8/15/2005	8/19/2005	
Deliverable complete			

**E: Plant Vegetation**

**Title:** Hatfield site

**Description:** Plant Native Trees and Shrubs along Channels and Breaches of Hatfield project site (approximately 0.5 acres).



**Deliverable Specification:** 1000 native trees of sufficient diversity to assure survivability due to disease or drought.

Milestone Title	Start Date	End Date	Milestone Description
Interplant 1000 trees on 0.5 acres	1/31/2006	2/28/2006	
Establish planting locations	10/1/2005	10/31/2005	A detailed plan is completed showing the location and type of each tree to be planted
Develop planting protocol	10/1/2005	10/31/2005	Protocol for planting and caring for each tree is completed and ready for implementation.
Complete site preparation	11/1/2005	12/15/2005	Site is graded, major rocks/boulders removed, noxious weeds and other debris that could hinder the planting / development of trees have been removed.
Environmental compliance documentation requirements complete	3/1/2005	6/30/2005	Received compliance documentation from BPA authorizing the start of implementation.
Order plants for next year	10/1/2005	10/31/2005	
Deliverable complete			

F: Maintain Vegetation

**Title:** Hatfield site

**Description:** Provide requisite maintenance to newly planted trees at Hatfield project site to assure survival. Efforts will include installing deer guard, watering, fertilizing, pruning / damage removal, weeding, and staking.

**Deliverable Specification:**

Milestone Title	Start Date	End Date	Milestone Description
Develop vegetation maintenance protocol	10/1/2005	10/31/2005	
Obtain equipment and supplies required for maintenance	1/1/2006	1/15/2006	
Maintain Trees	1/15/2006	2/28/2006	Install deer guard, water, fertilize, and weed all trees as required. Additionally, stake weak trees.
Deliverable complete			

G: Collect/Generate/Validate Field and Lab Data

**Title:** Effectiveness Monitoring (water quality and fish presence)



**Description:** Collect water quality data using standardized methods and reporting to adequately profile pre and post-restoration water quality conditions. The following attributes will be collected:

- Temperature
- Salinity
- Dissolved oxygen
- Depth

Sampling will be conducted at both project sites (Hatfield and McCoy).

Fish monitoring will include species and number collected for salmonids, and estimates for other species that are found. Monitoring will be implemented using seines. Samples will be taken twice a month at both project sites (Hatfield and McCoy). The following protocol will be used for each sample:

- Capture
- Anesthetization
- Identification to Species
- Identification of existing marks such as fin clips, etc.
- Fork length
- Weight
- Mark or tag with dyes and/or injectors
- Release

**Deliverable  
Specification:**

Formatted data in Microsoft Excel format or other that can easily be imported into Excel. Data structure will be submitted for approval prior to population of the dataset (Excel or other). A sample set of data employing the approved data structure will be submitted prior to full submission to test usability of the data.



Milestone Title	Start Date	End Date	Milestone Description
Submit data structure for approval	4/1/2005	4/30/2005	
Receive BPA approval	5/15/2005	5/15/2005	
Collect water quality data per SOW pre-implementation at Hatfield site	3/1/2005	7/31/2005	Every 2 weeks, obtain water quality data per the SOW. Any missed collection will be reported to BPA within 1 week. The following attributes will be collected: · Temperature · Salinity · Dissolved oxygen · Depth
Collect water quality data per SOW post-implementation at Hatfield site	10/1/2005	2/28/2006	Every 2 weeks, obtain water quality data per the SOW. Any missed collection will be reported to BPA within 1 week. The following attributes will be collected: · Temperature · Salinity · Dissolved oxygen · Depth
Collect fish presence data per SOW post-implementation at Hatfield site	10/1/2005	2/28/2006	Every 2 weeks, obtain fish presence data per the SOW. Any missed collection will be reported to BPA within 1 week.
Collect water quality data per SOW pre-implementation at McCoy site	3/1/2005	7/31/2005	Every 2 weeks, obtain water quality data per the SOW. Any missed collection will be reported to BPA within 1 week. The following attributes will be collected: · Temperature · Salinity · Dissolved oxygen · Depth
Collect water quality data per SOW post-implementation at McCoy site	10/1/2005	2/28/2006	Every 2 weeks, obtain water quality data per the SOW. Any missed collection will be reported to BPA within 1 week. The following attributes will be collected: · Temperature · Salinity · Dissolved oxygen · Depth
Collect fish presence data per SOW post-implementation at McCoy site	10/1/2005	2/28/2006	Every 2 weeks, obtain fish presence data per the SOW. Any missed collection will be reported to BPA within 1 week.
Deliverable complete			

H: Enhance Floodplain

**Title:** Hatfield site (Dike Breach)

**Description:** Pending topography survey and according to final engineering design, accomplish the restoration of the floodplain at Hatfield site removing 2-100' wide breaches. Material will be removed in accordance with NOAA Fisheries requirements.

**Deliverable Specification:** Breached dike in a minimum of two locations, with openings as large as 100' at the top of the dike. Additionally, restored unimpeded flow to the historical floodplain.



Milestone Title	Start Date	End Date	Milestone Description
Environmental compliance documentation requirements complete Environmental compliance documentati	6/30/2005	7/1/2005	Dike has been breached per engineering design, cofferdam(s), if any, have been removed and water is allowed to flow onto site. Does not require acceptance by BPA COTR to be considered complete.
Equipment mobilization complete	8/1/2005	8/8/2005	Equipment needed to begin implementation, including temporary offices, have been delivered to the work site.
Subcontractor hired for implementation	7/1/2005	7/31/2005	Solicitation is completed and a subcontractor has been retained.
Materials for implementation obtained	8/15/2005	8/19/2005	
Deliverable complete			

**I: Produce Status Report**

- Title:** Monthly Reports via Pisces
- Description:** Submit a monthly status report to BPA via Pisces by the 15th of each month (for the previous month), indicating the status of each milestone.
- Deliverable Specification:** Status will be identified as Green (on track to meet milestone date), Yellow (at risk of missing milestone date and why), Red (will miss milestone date, why, and a new expected end data).

Milestone Title	Start Date	End Date	Milestone Description
First 3 monthly status reports submitted electronically	4/7/2005	6/7/2005	April 7, May 7, June 7, submit monthly status report via email to BPA PM indicating each Work Element Milestone as Green (on target to meet end date), Yellow (at risk of missing end date and why), Red (will miss end date and why, and provide a new end date).
Monthly status reports submitted via Pisces	7/7/2005	2/7/2006	July 7 and beyond submit monthly Status report, via Pisces, indicating each Work Element Milestone as Green (on target to meet end date), Yellow (at risk of missing end date and why), Red (will miss end date and why, and provide a new end date).
Deliverable complete		2/7/2006	

**J: Produce Annual Report**

- Title:**
- Description:** Produce an annual report that summarizing work accomplished in the previous 12 months. Report should include a summary / conclusions of water quality and fish presence data. The data will be transmitted separately as a term of the "Collect/Generate/Validate Field and Lab Data" work element.



**Deliverable Specification:**

Annual Report: The Contractor must submit an Annual Report due no later than 30 days after the end of the annual performance period.

Final versions of annual/technical reports should be submitted electronically, preferably as a portable document format (pdf) file, in one of the following ways:

1. Upload on-line (60MB maximum file size). The form with instructions for uploading files is located at: <http://www.efw.bpa.gov/cgi-bin/FW/publications.cgi>.
2. Copy to a CD or other portable storage device for mail or hand delivery (recommended for non-pdf files and documents over 60MB).
3. Attach to an email (for documents under 5MB).

Milestone Title	Start Date	End Date	Milestone Description
Submit draft plan for technical / co-manager review	2/1/2006	2/28/2006	
Revisions in response to technical review	3/15/2006	3/31/2006	
Finalize report	4/15/2006	4/30/2006	
Load report on BPA website	5/1/2006	5/1/2006	
Deliverable complete		5/1/2006	

K: Manage and Administer Projects

**Title:**

Prepare New SOW for FY06

**Description:**

Provide oversight of the project, through construction. Respond to BPA as requested, providing financial, contractual, and administrative documents. Prepare FY06 Statement of Work and submit no less than 90 days before end of current performance period.

**Deliverable Specification:**

Accrual estimates (quarterly)  
Subcontractor agreement(s), as appropriate  
SOW/Budget/Spending plan, using Pisces

Milestone Title	Start Date	End Date	Milestone Description
Submit year-end accrual estimate to BPA	8/31/2005	9/15/2005	Per BPA's instruction, submit accrued and expected expenses through September 30, 2005 not yet invoiced (and will not be invoiced prior to September 30, 2005).
Submit renewal package for FY06	11/1/2005	11/30/2005	At least 90 days before the expiration of the current contract (February 28, 2006), submit via Pisces, the Statement of Work, Budget, and Spending Plan
Copies of Subcontractor agreements	3/1/2005	8/31/2005	For each subcontract awarded under this contract, a copy of the agreement is submitted to BPA.
Deliverable complete			