

STATEMENT OF WORK PREPARATION OF PROGRAMMATIC HABITAT CONSERVATION PLAN

OBJECTIVE

The CALFED Bay-Delta Long Term Program to restore ecological health and improve water management and beneficial uses in the Bay-Delta system will comply with the federal and state Endangered Species Acts through initiation of the formal consultation process and preparation of a Programmatic Habitat Conservation Plan (HCP). This statement of work outlines the steps necessary to complete the Programmatic HCP.

BACKGROUND

San Francisco Bay/Sacramento-San Joaquin Delta Estuary is a critically important part of California's natural environment and economy. In recognition of the complex resource management decisions that must be made, the State of California and the federal government are working together to stabilize, protect, restore, and enhance the Bay-Delta system.

State-federal cooperation was formalized in June 1994 with the signing of a Framework Agreement by the involved state and federal agencies. The state agencies include the Resources Agency, the Department of Water Resources, the Department of Fish and Game, the California Environmental Protection Agency, and the State Water Resources Control Board. Federal agencies include the Bureau of Reclamation and the Fish and Wildlife Service, within the Department of the Interior, the Environmental Protection Agency, and the National Marine Fisheries Service, part of the Department of Commerce. These agencies with management and regulatory responsibility in the Bay-Delta system are working together as CALFED, and will provide policy direction and oversight for the preparation of the Programmatic HCP and compliance with the federal and state Endangered Species Acts.

The Framework Agreement pledged that state and federal agencies would work together in three areas of Bay-Delta management:

- Water Quality standards formulation;
- Coordination of State Water Project and Central Valley Project operations with regulatory requirements; and
- Long-term solutions to problems in the Bay-Delta system.

Since June of 1994, significant progress has been made in all three areas. Management efforts have included close cooperation among state and federal agencies and involvement of urban and agricultural water users, fishing interests, environmental organizations, business, and others. These stakeholders groups play an important role in the collaborative process of solving problems in the Bay-Delta system.

The third element of the Framework Agreement called for a joint state-federal process to develop long-term solutions to problems in the Bay-Delta system related to ecosystem quality, water supply reliability, vulnerability of system functions, and water quality. The intent is to develop and implement, in compliance with NEPA/CEQA, a comprehensive and balanced plan that addresses all of the four problem areas. The CALFED Bay-Delta Program is being carried out in a three-phase process:

- Phase I has just been completed and it consisted of clearly defining the problems to be addressed and the appropriate range of alternative solutions;
- Phase II is now underway and covers three areas, component refinement, preparation of a Programmatic EIR/EIS and development of an implementation strategy for specific projects.
- Phase III will include implementation of specific projects.

WORK ITEMS

Work items included in the preparation of the Programmatic Habitat Conservation Plan include:

- Preparation of a matrix identifying programmatic actions, listed species, environmental restoration actions, potential impacts, level of take and mitigation and assurances.
- Preparation of associated text and documents (including implementing agreement and monitoring plan), figures, maps and references.
- Coordination with USFWS, NMFS and DFG endangered species and habitat conservation planning staff.
- Development, maintenance and use of available GIS database information for endangered species planning.

General Information Specified To All Tasks

Upon authorization, key staff of the Contractor's project team will meet with Program staff to clarify the statement of work, refine the deliverables and refine the schedule. The Contractor shall provide a statement of the personnel who are assigned to this effort. This should be a brief statement, providing names, titles, expertise and telephone numbers. The Project Manager will explain the roles of personnel assigned to this effort.

Submittals

All Submittals of written documents should include 5 copies and 1 unbound original (final documents should be camera ready) unless otherwise specified. In addition to any written material, the Contractor will provide electronic floppy diskettes (3 1/2") containing the written information in an IBM compatible DOS format.

Information provided by the Contractor shall be compatible with the following software packages unless another format is agreed on prior to delivery.

Word processing	WORDPERFECT 6.1
Electronic Spreadsheets	EXCEL 5.0
Scheduling Software	MICROSOFT PROJECT VERSION 4.0
Text Graphics	POWERPOINT (IBM - 7.0)
Other Graphics	ADOBE ILLUSTRATOR (MAC - 6.0), PHOTOSHOP (MAC - 3.0), PAGEMAKER (MAC/IBM 6.0)
Data Base	APPROACH, ACCESS
Homepage	HTML
Geographic Information Systems	ARCINFO, GRASS

Report Format

Written materials developed under this contract are to use a format approved by the Program staff. Where applicable, the material should be formatted in a manner to facilitate their incorporation into relevant documents. The Contractor will work with Program staff to ensure correct formats are used.

Project Controls

Budget and schedule control tools will be used throughout the project to ensure that the tasks are completed on-time and within the estimated costs. A monthly project status report will be prepared and delivered to Program staff. The status report will present the technical, budget, and schedule status for all items. The report will indicate critical path items and potential problems/solution to maintain the critical path. Quality control and technical editing procedures for all deliverables will be implemented before submitting final products to Program staff.

SPECIFIC TASKS

Task - 1 Preparation of Draft and Final Programmatic HCP Matrix, Associated Text and Documents

The Contractor will prepare a comprehensive matrix organized by geographic region and general habitat type which identifies species and life stages which could potentially be directly or indirectly affected, conservation and restoration actions which are being undertaken, proposed programmatic actions, the effect of proposed programmatic actions on listed species and the level of take, mitigation strategies and associated assurances (example matrix to be provided). Associated text and documents, including an implementing agreement and integration of the CALFED Programmatic EIR/EIS to satisfy NEPA requirements, will be required to explain the overall purpose and approach of the Programmatic HCP, the HCP matrix and satisfy all statutory HCP requirements. It is expected that the level of detail and commensurate level of assurance will vary by geographic region and general habitat type.

It is expected that at the time of the release of the public draft Programmatic EIR/EIS that the work in progress on the Programmatic HCP will be included with the draft environmental document, and the final Programmatic HCP will accompany the Final Programmatic EIR/EIS.

Deliverables for Task -1

In Progress Summary of the Draft Programmatic HCP (including the matrix, implementing agreement monitoring plan and other statutory requirements) associated with the Draft Programmatic EIR/EIS (to be completed by 10/1/97).

Draft and Final Programmatic HCP (including the matrix, implementing agreement monitoring plan and other statutory requirements). Draft to be completed by 5/15/97, final to be completed by 7/15/97.

Task - 2 Coordinate with USFWS, National Marine Fisheries Service and the Department of Fish and Game

The Contractor will coordinate and work with USFWS, NMFS and DFG endangered species and habitat conservation planning staff in the preparation and review of the Programmatic HCP matrix, text and associated documents. It is expected that the Contractor will need to provide quad map references for proposed programmatic actions within each geographic region to the USFWS, NMFS and DFG. USFWS, NMFS and DFG will provide protected species lists to CALFED and the Contractor for use in the Programmatic HCP matrix. The Contractor will also coordinate with USFWS, NMFS and DFG in the development of proposed programmatic actions, identification of potential impacts, interrelated and interdependent actions, mitigation strategies, estimated levels of take phasing of projects and assurances.

Deliverables for Task -2

See Task -1

Task - 3 Meet with Cooperating Agencies

Meetings will be held with CALFED agencies and stakeholders throughout the preparation of the Programmatic HCP. It is assumed that the Program staff and the Contractor will meet on the average once a week with agencies and stakeholder interests. For each meeting, the Contractor will prepare information on the status of the project and, if requested, information to be distributed and discussed at the meetings.

Deliverables for Task - 3

See Task -1

Task - 4 Development, Maintenance and Use of Available GIS Database

The Contractor will be required to use, and provide assistance in the development and maintenance of CALFED and USFWS GIS database information in the preparation of the Programmatic HCP. The Contractor will use the most up to date species and habitat distribution data available from the DFG, USFWS, universities and others. A significant amount of data has been developed for CVPIA and should be used to the maximum extent possible.

Deliverables for Task - 4

See Task -1

Government Estimate - Consultant Effort

Task	Hours	Cost/Hour	Total Cost
Task - 1			
Task Lead	124	\$132.00	\$ 16,368
Task Assistant	872	\$108.00	\$ 94,176
Task Support	249	\$ 73.00	\$ 18,177
Total Task - 1	1,245		\$ 128,721
Task - 2			
Task Lead	89	\$132.00	\$ 11,748
Task Assistant	623	\$108.00	\$ 67,284
Task Support	177	\$ 73.00	\$ 12,921
Total Task - 2	889		\$ 91,953
Task - 3			
Task Lead	48	\$132.00	\$ 6,336
Task Assistant	384	\$108.00	\$ 41,472
Task Support	48	\$ 73.00	\$ 3,504
Total Task - 3	480		\$ 51,312
Task - 4			
Task Lead	53	\$132.00	\$ 6,996
Task Assistant	374	\$108.00	\$ 40,392
Task Support	106	\$ 73.00	\$ 7,738
Total Task - 4	533		\$ 55,126
Total Consultant Effort	5,727		\$593,853

Government Estimate - CALFED Staff and Agency Staff Effort

CALFED Staff

FY97	.75PY (1.5 PY for 6 months)	@ \$95,000 = \$71,250
FY98	1.5PY	@ \$95,000 = \$142,500
Total		\$213,750

USFWS Staff

FY97	.75PY (1.5 PY for 6 months)	@ \$75,000 = \$56,250
FY98	1.5PY	@ \$75,000 = \$112,500
Total		\$168,750

Total CALFED and Agency Staff Effort **\$382,500**

Total Consultant, CALFED and Agency Effort **\$976,353**