



# FFFPP Funded Project Workshop

Taylor Timber Barrier Correction





# Workshop Agenda



Curley, Tributary to East Fork Satsop River

- Program Overview
- Project Timeline
- Living up to Expectations
- Meeting Project Deliverables
- Project Eligibility
- Restoration Permitting Requirements
- Seeking Technical Assistance/Resources

# Partnering Agencies:

- Washington Department of Fish and Wildlife
- Washington Department of Natural Resources
- Washington Recreation and Conservation Office

Norby, Purdy Creek



# Project Timeline - FFFPP Start to Finish

	Application Deadline /High Priority List	Projects Funded (Approved by Stg Comm)	Funded Letters Sent	CAF work orders sent	Landowner Acknowledgement	CAFs/Site Survey	FPT to choose correction option from CAFs	Site visit - FPF, HB, Engineer, sponsor, FPT, LO	Final Cost Estimate & Design	Complete PRISM Application	RCO/Sponsor Agreement	Cultural Resources	Apply for FPHP/HPA Permits	Design Review	Sponsor/ Landowner Agreement	Bids Solicited / Construction Contract	Notify FPF, HB, FPT of design changes/ Start Date	Construction	Post Construction Inspections
Ideal	30-Jun	July	July	August	August	Sept	Sept-Oct	Sept-Oct	Oct-Nov	Oct	Oct-Nov	Nov	Dec-Jan	Jan-Feb	Jan-May	Feb-Mar	Apr-May	June 15- Sept 30	Oct-Dec
Sponsors recommends																			
	Landowner (LO)	Fish Passage Team (FPT)	Dave Caudill	Laura Till	Sponsor/ LO	Engineer	FPT	Sponsor to schedule, facilitate	Engineer / Sponsor	Sponsor	Dave Caudill	Dave Caudill	Sponsor	FPF/HB, others if requested	Sponsor	Sponsor / Engineer	Sponsor / Engineer	Sponsor / Engineer	FPT/ Sponsor

Fish Passage Team (FPT)

Sponsor/ Engineer

FPT/ Sponsor

FPF - Forest Practice Forester - DNR

HB - Habitat Biologist - DFW

LO - Landowner

CAF - Correction Analysis Form

FPHP - Forest Practice Hydraulic Permit

HPA - Hydraulic Project Approval





# What is the Deadline for Landowner Applications?

<b>JUNE 2016</b>						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Download Free Printable June 2016 Calendar from [www.calendars24.com](http://www.calendars24.com)



# 2017 Funded Project List

R14 Funded FFFPP Projects for 2017																					
To Be constructed in Year	Projects	WRIA	Prism Proj. #	Landowner	Stream/ (River System)	County	Legal	# of Sites	Passability	Miles Opened (Type F)	Rank	Sponsor (Blue - sponsor on board)	Engineer	Correctio n	LO Cost Share	Permit required:	BFW from BEF	Fill from BEF	Utilities	Temporary Access	chum, CK-chinook, CO-coho, PK-pink, SO-sockeye, SH- steelhead, SCT- searun cutts, RCT-
2017	1	1	<a href="#">15-1518</a>	Phy, James	High Cr; Kendall Cr; NF Nooksack R	Whatcom	T40 R5E S36 NW	1	33	3.11	17.11	NSEA - Darrell Gray	Hamer	Replace	No	HPA - Joel Ingram	17'	10'	N	N	PK/CH/CO/SH/SCT/D B
2017	1	14	<a href="#">06-1785</a>	Panhandle 4H	Panhandle Lk outlet; SF Goldsborough Cr	Mason	T20 R5W S36	1	0	2.26	16.26	SPSSEG- Brian Combs	Powers	Replace	No	FPHP - Kris Knutsen	9'	8'	N	N	CO/SH/SCT
2017	1	15	<a href="#">14-1231</a>	Vedin, Deborah	Kabelac Cr; Sinclair Inlet	Kitsap	T24 R1E S33 SW	1	0	1.26	14.26	Kitsap CD - Carin Anderson	Kidder	Replace	No	If HPA- Brittany Gordon	8'	10'	N	?	CO/SH/SCT
2017	1	17	<a href="#">15-1470</a>	Fisk, Orville & Barbara - B - bridge/culvert	Donovan Cr; Quilcene Bay	Jefferson	T27 R1W S7 SW	1	67	1.74	15.74	Jefferson CD - Jerry Clarke	Kidder	Replace	No	HPA - Margie Bigelow	11.5'	2'	N	Y	CO/SH/SCT
2017		17	<a href="#">15-1470</a>	Fisk, Orville & Barbara A - culvert	Rice Lake Outlet; Donovan Cr; Quilcene Bay	Jefferson	T27 R1W S7 SW	1	33	0.91	15.91	Replace		8'			3'	N	Y	CO/SH/SCT	
2017	1	22	<a href="#">16-1267</a>	Farrar, Loius	Powers Cr; Cloquallum Cr	Grays Harbor	T18 R5W S5 NW	1	33	3.58	16.58	CBFTF	Becker/ Crumley	Replace	No	HPA - Amy Spoon	10'	8.5'	N	N	CO/SH/SCT
2017	1	22	<a href="#">15-1502</a>	Stevens -Ping Pong Cr - A	Ping Pong Cr (Dry Run); EF Satsop R; Lower Chehalis R	Mason	T19 R6W S24 NE	1	33	2.72	15.72	Mason CD	TBD	Replace	\$5,000	HPA - Margie Bigelow	8.5'	4'	N	N	CO/SCT
2017	1	24	<a href="#">15-1584</a>	Matysik - SF Willapa Trib	Trib to SF Willapa R	Pacific	T13 R8W S8 SW	1	0	0.93	16.93	Pacific CD - Mike Nordin	Becker/ Crumley	Replace	No	FPHP - Bruce Hazen	9'	8'	N	N	CO mapped, SH, SCT likely, CH, CK in
2017	1	27	<a href="#">06-1027</a>	VanBreemen, Virginia	Trib to EF Lewis; Lower Columbia R	Clark	T4 R1E S12 SE	1	0	3.10	17.21	Clark CD - Denise Smee	Powers	???	No	FPHP - Scott Hancock	na	30'	N	N	CO/SH
2017	1	28	<a href="#">16-1822</a>	Mahar, James	Trib to Cougar Cr; Washougal R	Clark	T2 R4E S24 NW	1	67	0.23	14.23	Clark CD - Denise Smee	Powers	Abandon Rd	No	FPHP - Scott Hancock	17'	3'	N	N	CT
2017	1	45	<a href="#">16-2198</a>	Gombotz, Wayne & Jan	Eagle Cr; Chumstick Cr; Wenatchee R	Chelan	T25 R18E S27 NW	1	33	12.6	24.6	Chelan Co Natural Resources.	Tappel	Replace	No	HPA-Amanda Barg	19'	7'	U	U	CK/SH/RB/EB
2017	1	45	<a href="#">14-2288</a>	Monigold, William - Sites A, B & C-R&A	Derby Cr; Wenatchee R; Mid Columbia	Chelan	T24 R18E S10 NW	2	33/6 7	9.14	18.06	CCFEG -Sean Koester	Tappel	Replace	No	FPHP - Eric Keller	8'	10';5'	Y	N	RB/SH
2017	1	55	<a href="#">15-1605</a>	Binder, Greg & Debra	Deer Cr; Little Spokane R; Upper Columbia R	Spokane	T28 R44E S17 SE	1	67	####	24.7	Spokane CD - Dan Ross	Jensen	Replace	No	FPHP - Eric Keller	12'	7.5'	Y	?	RB
2017	1	59	<a href="#">14-1142</a>	Wulf, Michael	Gold Cr; Colville R; Upper Columbia R.	Stevens	T35 R38E S11 SW	1	0	0	12.07	Stevens CD - Dean Hellie	Jensen	Replace	No	FPHP - Bob Hines	12'	6'	N	?	RB/EB, no DB



# Landowner Funded Letters are Sent to Landowners and Sponsors

August 3, 2016

Michael Matysik  
20404-88th Ave West  
Edmonds, WA 98026

Mr. Matysik,

I am pleased to inform you that the fish passage project you Fish Passage Program has been selected for funding.

The summary information we have on your project(s) is as follows:

Project:	#15-1584, Matysik - Tri
Stream:	Unnamed Tributary to S
Number of fish barriers to be removed or replaced:	1

Now that we have selected your project for funding, here is what you need to do:

**1. Project Sponsor.** While you can be your own project sponsor, we encourage you to work with a local group, such as a conservation district or a neighborhood group, which has experience implementing fish passage projects. The project sponsor will handle all aspects of the project, including engineering, acquiring permits, and administering the project agreement with the Salmon Recreation and Conservation Office, the administrative arm, the Recreation and Conservation Office.

The Pacific Conservation District has volunteered to sponsor your project. The district is well recognized for its good work restoring fish habitat. The contact information is as follows:

Pacific Conservation District  
Brandon Carman  
PO Box 336  
South Bend, WA 98586-0968  
(360) 249-5900

The Pacific Conservation District will contact you shortly to discuss your project. If you choose to use them as your sponsor, we require a Landowner/Sponsor Acknowledgement Form to be signed by both parties. I have enclosed a copy of this form. The sponsor will work with you to complete this form and will ask you to sign an additional landowner agreement that outlines your responsibilities and those of the sponsor.

**2. Project Start.** After contacting you, your sponsor will visit the project site and then begin the engineering process, complete and submit the permits, and line up a contractor who can remove the barrier and install a new fish passage structure. Generally, contractors can work in streams only from June 15 to September 30. Once work has started, it must be completed by September 30. Your project sponsor will notify you when construction is to begin and make a plan for your access to your property during construction if necessary.

**3. Matching Contribution.** If harvest of timber has occurred during the three calendar years prior to funding, you are required to provide a matching contribution for this project. If match is required, it can be in the form of cash or services, such as labor, materials, or equipment time. Details about that contribution will be in your project agreement.

**Our records indicate you need to provide \$0.00 in a matching contribution.**

If you have any questions about the Family Forest Fish Passage Program or how your project will be addressed, please feel free to call me at (360) 902-2649, Telephone Device for the Deaf (360) 902-1996, or e-mail me at Dave.Caudill@rco.wa.gov.

Sincerely,

David Caudill  
Recreation and Conservation Office Grant Manager

Enclosure (1) Landowner/Sponsor Acknowledgement Form  
CC: Pacific Conservation District



# Work Orders Sent to Project Engineers

Family Forest Fish Passage Program: Engineering Work Order			
Work Order Request			
Project Name: <b>Fisk - Donovan Cr &amp; Rice Lk Cr</b>		RCO/SRFB Project #: <b>15-1470</b>	
Date Requested: <b>08/06/2016</b>	Date Due: <b>09/06/2016</b>	Work Order Accepted By: <b>Jay</b>	
Project Contact Information			
Sponsor: <b>Jefferson CD - Jerry Clark</b>		Phone: <b>(360) 385-4105</b>	Email: <b>jclarke@jeffersoncd.org</b>
Landowner: <b>Orville &amp; Barbara Fisk</b>		Site Address: <b>13722 Center Road</b>	
City: <b>Quilcene</b>	State: <b>WA</b>	Zip: <b>98376</b>	Phone: <b>(360) 765-3740</b>
Cell: ( )		Email:	
Landowner Agent: <b>None</b>		Phone: ( )	Cell: ( )
Comments: <b>From Quilcene go north on US 101 and bear right on Center Road. Go 1.5 miles to 13722 Center Road on your left (neighbors address). The Fisk driveway is opposite on right. Locked gate.</b>			
Engineering Consultant Information			
Engineer Name: <b>Jay Kidder</b>		Affiliation: <b>Chinook Engineering</b>	
Mailing Address: <b>860 Windrose Dr.</b>		City: <b>Coupeville</b>	State: <b>WA</b>
Phone: <b>360-678-4747</b>		Cell:	Zip: <b>98239</b>
Email: <b>jay@chinook-engineering.com</b>			
Work to be Performed			
<input checked="" type="checkbox"/> Correction Analysis Form (CAF)	<input checked="" type="checkbox"/> Culvert/Bridge Estimate	<input checked="" type="checkbox"/> Scoping Report	<input checked="" type="checkbox"/> Preliminary Design
<input checked="" type="checkbox"/> Final Design	<input checked="" type="checkbox"/> Prepare Bid Documents	<input checked="" type="checkbox"/> Construction Supervision	
<input type="checkbox"/> Other (describe):			
The following additional Info is available in PRISM under the prism project number above			
Site and habitat maps; Barrier Evaluation Form (BEF); photos			
Site Comments: <b>There are 2 crossings to replace, the first is a culvert on a trib (aka Rice Creek) to Donovan Creek. The 2nd is an old bridge on Donovan Creek about 200 ft east of culvert. The landowner says there are no utilities in road, should not need temporary access.</b>			
General instructions describing scope of work: <b>The goal is to complete the CAF, cost estimate and survey for both a preliminary and final design. Please take measurements and do any survey and design work necessary to avoid duplicate trips and facilitate construction of this project. This work order involves:</b>			
<b>Make initial contact with the sponsor within two weeks of receiving this work order. The Fish Passage Team will be contacting sponsors and informing them they will be contacted by you.</b>			
<b>Visit site with sponsor and the HPA biologist to discuss the project and identify any permitting issues.</b>			
<b>Complete the FFFPP Correction Analysis Form and provide at least two correction options collecting enough site data to develop detailed cost estimates and preliminary and final designs for each option. (If only one option is provided please explain why.)</b>			
<b>The purpose of the CAF is to describe the various correction options developed from the initial site visit providing detailed cost estimates for each option which will be used by the Fish Passage Team to choose the correction option for that site.</b>			
<b>Send the completed CAF and detailed cost estimate for each option to Dave Caudill, Laura Till and Laurie Cox.</b>			
<b>The Fish Passage Team will notify you and the sponsor as to which option will be funded.</b>			
Questions? Contact Dave Caudill, RCO/SRFB <a href="mailto:dave.caudill@rco.wa.gov">dave.caudill@rco.wa.gov</a> or Call Dave at 360-902-2649 RCO/SRFB Attn. Dave Caudill, RCO, P.O. Box 40917 Olympia WA 98504-0917			



## Making Landowner Contact

## Landowner Acknowledgement

# Appendix F: Landowner Acknowledgement Form

### Landowner Information

Name of Landowner:

Landowner Contact Information:

☐ Mr. ☐ Ms. Title:

First Name:  Last Name:

Contact Mailing Address:

Contact E-Mail Address:

Property Address or Location:

1.  (Landowner or Organization) is the legal owner of property described in this grant application.
2. I am aware that the project is being proposed on my property.
3. If the grant is successfully awarded, I will be contacted and asked to engage in negotiations.
4. My signature does not represent authorization of project implementation.

\_\_\_\_\_  
Landowner Signature

\_\_\_\_\_  
Date

### Project Sponsor Information

Project Name:

Project Applicant Contact Information:

☐ Mr. ☐ Ms. Title:

First Name:  Last Name:

Mailing Address:

E-Mail Address:



# Project Timeline - FFFPP Start to Finish

	Application Deadline /High Priority List	Projects Funded (Approved by Stg Comm)	Funded Letters Sent	CAF work orders sent	Landowner Acknowledgement	CAFs/Site Survey	FPT to choose correction option from CAFs	Site visit - FPF, HB, Engineer, sponsor, FPT, LO	Final Cost Estimate & Design	Complete PRISM Application	RCO/Sponsor Agreement	Cultural Resources	Apply for FPHP/HPA Permits	Design Review	Sponsor/ Landowner Agreement	Bids Solicited / Construction Contract	Notify FPF, HB, FPT of design changes/ Start Date	Construction	Post Construction Inspections
Ideal	30-Jun	July	July	August	August	Sept	Sept-Oct	Sept-Oct	Oct-Nov	Oct	Oct-Nov	Nov	Dec-Jan	Jan-Feb	Jan-May	Feb-Mar	Apr-May	June 15- Sept 30	Oct-Dec
Sponsors recommends																			
	Landowner (LO)	Fish Passage Team (FPT)	Dave Caudill	Laura Till	Sponsor/ LO	Engineer	FPT	Sponsor to schedule, facilitate	Engineer / Sponsor	Sponsor	Dave Caudill	Dave Caudill	Sponsor	FPF/HB, others if requested	Sponsor	Sponsor / Engineer	Sponsor / Engineer	Sponsor / Engineer	FPT/ Sponsor

Fish Passage Team (FPT)	
Sponsor/ Engineer	
FPT/ Sponsor	
FPF - Forest Practice Forester - DNR	
HB - Habitat Biologist - DFW	
LO - Landowner	
CAF - Correction Analysis Form	
FPHP - Forest Practice Hydraulic Permit	
HPA - Hydraulic Project Approval	

# Site Survey/Completed CAF/Option Chosen

- Project Engineer provides one to three possible correction options with cost estimates
- The Fish Team chooses the preferred correction

Family Forest Fish Passage Program: Correction Analysis Form			
Site Information (measurements in feet)			
Project Name: <b>12-1927 McMahon, Dubuque Creek</b>	RCO/SRFB Project #: <b>12-1927</b>	Date: <b>1-23-14</b>	
Bankfull Width (outside influence of culvert): <b>20ft</b>	Utilities Crossing: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
Road Fill at Culvert Invert: <b>9ft</b>	Road Width: <b>12ft</b>		
Road Description/condition (mainline, spur road, driveway/access): <b>Driveway/access for 10+ private properties.</b>			
Evaluator Information			
Evaluator Name: <b>Cindy Dittbrenner and Lou Beck</b>		Affiliation: <b>Snohomish CD (and King CD)</b>	
Mailing Address: <b>528 91<sup>st</sup> Ave NE, Ste A</b>		City: <b>Lake Stevens</b>	State: <b>WA</b> Zip: <b>98258</b>
Phone: <b>425-335-5634 x113</b>	FAX: <b>425-335-5024</b>	Cell: <b></b>	Email: <b>cindy@snohomishcd.org</b>
Upstream Habitat/Channel Description			
Channel Slope (outside of culvert influence): <b>&lt;1%</b>	Regrade Potential (streambed US – streambed DS in feet): <b>3.3ft</b>		
Dominant Substrate: <input type="checkbox"/> sand (<1/5") <input checked="" type="checkbox"/> gravel (1/5"–3") <input type="checkbox"/> cobble (3"–12") <input type="checkbox"/> boulder (>12") <input type="checkbox"/> bedrock			
Additional upstream information, habitat description, other site conditions or concerns, including potential regrade impacts relative to channel stability and habitat: <b>The floodplain clearly indicates a channel that is prone to re-alignment on short time-spans, as evidenced by multiple relic channels. Flood events are known to flow overbank and inundate the surrounding area. Even with a properly sized structure, this behavior is expected to continue for 50 and 100 year flood events. The system appears to be fairly balanced in terms of degradation/aggradation, as it is neither sediment starved, nor are there large sediment deposits. The eventual replacement of the upstream county culvert should not significantly affect the downstream channel gradient, at this site.</b>			
Downstream Habitat/Channel Description			
Channel Slope: <b>&lt;1%</b> (outside of culvert influence)			
Additional downstream information, habitat description, other site conditions or concerns: <b>The downstream floodplain is more constrained by channel banks, however, it too is prone to channel re-location. Because of the road influence, there is less evidence of relic channels caused by the main channel flow. Flood events are known to flow overbank and inundate the surrounding area. The system appears to be fairly balanced in terms of sediment storage. It appears likely that there is more aggradation occurring downstream of the crossing, that is likely being transported downstream during larger flood events. There were no features encountered within the survey reach that would contribute to a re-grade potential beyond that listed above.</b>			
Correction Options and Preferred Alternative			
Options to consider – Provide up to three site-appropriate correction alternatives.			
Option 1: <b>Bottomless Culvert – 26' span 3-sided concrete box culvert on pre-cast spread footings</b>			
Option 2: <b>Bridge – 50' concrete bridge on pre-cast footings with guardrails</b>			
Option 3: <b>No Action</b>			
Preferred alternative - Provide a one or two paragraph recommendation for this site. Include any site-specific concerns that will need to be addressed during design and construction: <b>My preference would be for a box culvert at this site. Wayne Watne (WDFW Habitat Biologist), during a site visit, noted his preference is for a bridge. Both options are practical and have similar costs. My preference for a box culvert are for several reasons: 1. I feel the structure will have better long term scour protection, with the vertical concrete walls, that may be better able to deflect the stream, no matter the angle of attack it is</b>			







# Onsite Pre-Design Meeting



# Cost Estimate and Design

## Family Forest Fish Passage Program Culvert Correction Cost Estimate Template

Revised 1/10/2013

Project Name: Johnson, Trib to Case Inlet

RCO Project #: 12-1188

Date: 2/26/09

Estimate By: Mason CD

Stream: Unnamed

Proposed Correction: 25'2" wide x 7'0" tall x 50' long aluminum box culvert

Description	Unit	Quantity	Cost	Amount	Sub Total
<b>Mobilization / Site Preparation</b>					
Mobilize	L.S.	1	\$8,722.00	\$8,722	10% of construction total (\$87,215)
Access	L.S.	0	\$0.00	\$0	No temporary access required
Bypass	L.S.	1	\$2,000.00	\$2,000	
Erosion Control	L.S.	1	\$1,200.00	\$1,200	silt fence, mulch for exposed slopes
Dewater	L.S.	1	\$500.00	\$500	
Fish Removal	L.S.	1	\$1,500.00	\$1,500	
Utilities	L.S.	1	\$0.00	\$0	No utilities on site
MOBILIZATION / SITE PREP SUB TOTAL					\$13,922
<b>Excavation</b>					
Excavation, Common	C.Y.	843	\$10.00	\$8,430	
Excavation, Channel	C.Y.	7	\$10.00	\$70	
Excavation Disposal	C.Y.	752	\$2.50	\$1,880	Disposal volume includes "fluff" factor for haul vol
Rmv. & Disp. Culvert	L.S.	1	\$200.00	\$200	
EXCAVATION SUB TOTAL					\$10,580
<b>Culvert Installation</b>					
Bedding	C.Y.	35	\$25.00	\$875	
Streambed Gravel	C.Y.	113	\$35.00	\$3,955	
Riprap	C.Y.	60	\$30.00	\$1,800	
Culvert	L.F.	50	\$1,050.00	\$52,500	Per Contech quote, 1-9-13
Culvert Assembly	L.F.	50	\$37.00	\$1,850	
Install Culvert	L.S.	1	\$1,000.00	\$1,000	
Backfill, Compaction	C.Y.	271	\$10.00	\$2,710	
Resurface	C.Y.	11	\$25.00	\$275	

<b>CONSTRUCTION TOTAL</b>		<b>\$95,937</b>	
Channel	Sales Tax	\$8,155	Enter % in highlighted cell
Grade Co	Engineering	\$16,854	Final design, permitting, bid development, layout, construction inspection
Subgrade	Admin/Planning	\$9,671	Contract administration, vouchering
	Permit fees	\$150	JARPA
	Geotechnical Investigations	\$2,000	
	Soils Lab Testing	\$0	
<b>PROJECT TOTAL</b>		<b>\$132,767</b>	

Please email completed form to Laura Till, WDFW. [tilllet@dfw.wa.gov](mailto:tilllet@dfw.wa.gov) Questions? Call Laura at 360-902-2352



# Complete Project Application in PRISM Online

PRISM online

SPONSOR WORKBENCH

David Caudill LOG OFF

Home My Proposed Projects My In-Progress Projects My Completed Projects My Other Projects Project Search

APPLICATION WIZARD

- PROJECT DETAILS
  - ✓ Project Description
  - ✓ Parties
  - ✓ Contacts
  - ✓ Program & Project Type
  - ✓ Worksites & Properties
  - ✓ Worksite Map & Description
  - ✓ Property Details
- METRICS
  - ! Restoration Metrics
  - ! Overall Project Metrics
- COSTS
  - ✓ Restoration Cost Estimates
  - ! Cost Summary
- APPLICATION QUESTIONS
  - ! Restoration Questions
  - ! Overall Project Questions
- Project Permits
- ✓ Attachments
- ! **Submit Application**
- ✓ Review Application

OPTIONS

- Project Application Report
- Application Review Report

Go to Project:  GO

Go to Org:  GO

Go to Person:  GO

APPLICATION: 15-1584 RST, MATYSIK - TRIB TO WILLAPA RIVER - R14  
Sponsor: Pacific Conservation Dist Program: FFFPP Grants Status: Preapplication

All pages must be checked off (error free) before you can submit.

**EDIT**

To determine if you have successfully completed all the required fields, click the Check Application For Errors button. Any pages with red exclamation marks must be corrected prior to submitting the application.

**CERTIFY**

☐ I certify that to the best of my knowledge, the information in this application is true and correct. Further, all application requirements due on the application due date have been fully completed to the best of my ability. I understand that if this application is found to be incomplete, it will be rejected by RCO. I understand that I may be required to submit additional documents before evaluation or approval of this project and I agree to provide them.

**SUBMIT**


Only the Project Contact, Alternate Contact, or Lead Entity Contact can submit the application. Successfully submitting the application changes the project to "Application Submitted" status. This tells agency staff that the application is ready for review and further processing.

Status Name	Status Date	Submitted By	Submission Notes
Preapplication	11/09/2015		

Remember RCO cannot create a project agreement until the project application is complete and submitted.



# Eligible Project Items



**APPLICATION WIZARD**

PROJECT DETAILS

- Project Description
- Parties
- Contacts
- Program & Project Type
- Worksites & Properties
- Worksite Map & Description
- Property Details

METRICS

- Restoration Metrics
- Overall Project Metrics

COSTS

- Restoration Cost Estimate
- Cost Summary

APPLICATION QUESTIONNAIRE

- Restoration Questions
- Overall Project Questions
- Project Permits
- Attachments
- Submit Application
- Review Application

**OPTIONS**

- Project Application Report
- Project Summary
- Application Review Report
- Project Details

Go to Project:

☐ ☒

**Fish Passage Improvement** (Metrics: 4 filled )

Projects that improve or provide anadromous salmonid migration up and down stream including fish passage at road crossings (bridge, culvert, or rock).

☐

**Instream Habitat Project**

Projects implemented to increase or improve the physical conditions within the stream environment (below the ordinary high water mark).

☐

**Riparian Habitat Project**

Projects implemented above the ordinary high water mark and within the flood plain of streams that improve the environmental conditions of connected lakes.

☐

**Site Stewardship Project**

Projects that provide stewardship of previously installed riparian habitat project. Sites may be previously funded SRFB projects or other projects replacing unsuccessful plantings, supplementing the site with water or irrigation, installing fencing or other browse control methods, or other categories such as Upland, Riparian, Instream, etc.

☐

**Upland Habitat And Sediment Project**

Landscape level projects implemented above the elevation of the riparian zone (above the floodplain) that are intended to benefit streams by preventing sediment from upland areas into streams).

☐ ☒

**Cultural Resources**

Activities that provide a report on a systematic set of field investigations that determine the presence or absence of cultural resources.

☐ ☒

**Cultural resources** (Metrics: 2 filled )

Activities that provide a report on a systematic set of field investigations that determine the presence or absence of cultural resources through photographic (and related) documentation of the resource.

Total cost for Cultural resources:  
Enter the cost (to the nearest dollar) of this work type, as close as you can reasonably get it.

Acres surveyed for cultural resources:  
Number of acres surveyed for cultural resources (to nearest 0.01 acre).

☐

**Permits**

Project Permitting

☐ ☒

**Architectural & Engineering**

Administrative, architectural, and engineering services.

☐ ☒

**Architectural & Engineering (A&E)** (Metrics: 1 filled )

Administrative, architectural, and engineering services related to the development/restoration activities.

Total cost for Architectural & Engineering (A&E):  
Enter the cost (to the nearest dollar) of this work type, as close as you can reasonably get it.

Projects

My Completed Projects

ST, LAYDEN -

Observation Dist

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0/01/2015

Agre

## Restoration Milestone Worksheet

**Project Number:** 13- XXXX

**Project Name:** Jones – Trib to Big Fish Creek

**Sponsor:** Hazard County Conservation District

**Project Manager:** Dave Caudill

The milestones worksheet is used by RCO to create the starting and ending dates for your project and to identify important project milestones that will help your project stay on schedule. These milestones should be realistic, attainable and allow for quick implementation and expenditure of grant funds.

### Instructions:

1. In the Target Date column, identify the estimated date you expect to complete the milestone. If the milestone has already been completed put in the date it was completed. Put N/A if milestone is not applicable to your project.
2. Use the Comments/Description column to write in comments that will assist in describing the milestone.

Milestone	Target Date	Comments Description
Project Start	09/10/2013	This is the FFFPP funding date. I'll make sure this is correct
Preliminary Design to RCO	02/12/2014	
Final Design to RCO	06/30/2014	Prior to start of construction
Cultural Resources Complete	06/30/2014	RCO handles this unless a survey is required
Special Conditions Met	02/15/2015	As-builts as needed

Applied for

Permits C

Landowne

Bid Awarded/Contractor Hired	05/31/2014	
RCO Final Inspection	11/30/2014	Usually by the end of the construction year
Final Report in PRISM	02/15/2015	Needs to be submitted after final invoice to RCO. Can be completed any time
Agreement End Date	12/15/2014	PROJECT CLOSING. All expenditures must be prior to this date.
Final Billing to RCO	2/15/2015	You have up to 90 days from Agreement End Date to submit final invoice unless otherwise noted

# Project Milestones



# Project Agreement



## RCO Project Agreement For Office Administered Programs

Project Sponsor: Cascade Columbia Regional Fisheries Enhancement Group  
Project Title: Darlington - Derby Creek R13

Project Number: 14-2329R  
Approval Date: 1/21/2016

### A. PARTIES OF THE AGREEMENT

This Project Agreement (Agreement) is entered into between the State of Washington the Department of Natural Resources (DNR) acting through the Recreation and Conservation Office, P.O. Box 40917, Olympia, Washington 98504-0917 and Cascade Columbia Regional Fisheries Enhancement Group (sponsor), PO Box 3162, Wenatchee, WA 98807 and shall be binding on the agents and all persons acting by or through the parties. These entities are collectively referred to herein as the Parties.

### B. PURPOSE OF AGREEMENT

This Agreement sets out the terms and conditions by which a grant is made from the State Building Construction Account of the State of Washington. The grant is administered by the Recreation and Conservation Office (RCO) to the sponsor for the project named above per the director's authority granted in RCW 79A.25.020.

### C. DESCRIPTION OF PROJECT

This is a FFFPP project to replace an undersized culvert with a large fish passable crossing. This project is located .5 miles up derby creek near the town of Peshastin, WA. The goal for this project is to remove a barrier to fish passage for native rainbow trout and steelhead, and replace it with a road crossing that is suitable to the landowner and creates no passage issues for fish. Of the three barriers on this property only site B is eligible, A is on DNR land, C is on son's land but is not forestland. All three are on Derby Creek, a tributary to the Wenatchee River near Peshastin. The sponsor has signed up several more upstream landowners and there are total barriers downstream. This will be an ongoing effort to correct barriers on this stream as opportunity arises. Correction of this barrier culvert would improve access to the 12.54 miles of habitat upstream for steelhead and rainbow trout once other upstream barriers are also corrected.

### D. PERIOD OF PERFORMANCE

The period of performance begins on October 1, 2015 (project start date) and ends on February 28, 2017 (project end date). No allowable cost incurred before or after this period is eligible for reimbursement unless specifically provided for by written amendment or addendum to this Agreement or specifically provided for by policies published in RCO manuals as of the effective date of this agreement.

The sponsor must request extensions of the period of performance at least 60 days before the project end date.

The sponsor has obligations beyond this period of performance as described in Section E: On-going Obligations.

### E. ON-GOING OBLIGATIONS

For this restoration project, the sponsor's on-going obligations shall be for a minimum of ten (10) years, or more as specific in the Landowner Agreement, after the final payment and shall survive the completion/termination of this Project Agreement unless otherwise identified in the Agreement or as approved by RCO.

### F. PROJECT FUNDING

The total grant award for this project shall not exceed \$72,500.00. RCO shall not pay any amount beyond that approved for grant funding of the project and within the RCO's percentage as identified below. The sponsor shall be responsible for all total project costs that exceed this amount. The minimum matching share provided by the sponsor shall be as indicated below:

	Percentage	Dollar Amount	Source of Funding
Office - FFFPP Grants	100.00%	\$72,500.00	State
Project Sponsor	0.00%	\$0.00	
Total Project Cost	100.00%	\$72,500.00	

- Review Your Agreement Carefully For:
- Standard Terms and Conditions
- Project Description and Scope
- Sponsor must not assign or transfer this agreement
- This project is the sole responsibility of the sponsor
- You must comply with all applicable laws
- Long Term Stewardship and Maintenance

# Eligible Scope Activities

## Restoration Metrics

### Worksite #1, Dave Layden Fish Barrier

Targeted salmonid ESU/DPS (A.23):	Coho Salmon-Southwest Washington ESU
Targeted species (non-ESU species):	Searun Cutthroat
Miles Of Stream Treated/Protected (C.0.b):	0.10
Project Identified In a Plan or Watershed Assessment (C.0.c):	The Chehalis Basin Salmon Habitat Restoration and Preservation Work Plan for WRIA 22 and 23.
Type Of Monitoring (C.0.d.1):	Implementation Monitoring

### Fish Passage Improvement

Type Of Barrier (C.2.b.3):	Culvert
Miles Of Stream Made Accessible (C.2.b.1):	2.53
Square Miles Of streambed made accessible (C.2.b.2):	1.0

### Bridge installed or improved (C.2.g.1)

Miles of stream made accessible by bridge installation/repair (C.2.g.3):	2.53
Number of bridges (C.2.g.2):	1

### Cultural Resources

Cultural resources

### Architectural & Engineering

Architectural & Engineering (A&E)



# Cultural Resources Consultation

## How does this affect my project?

- Projects with ground disturbing activities are reviewed for cultural resources impacts
- RCO Leads the consultation process

Do Not send cultural resources review materials directly to the DAHP and tribes; send to RCO grant manager.

Where can I get more information?

[www.rco.wa.gov](http://www.rco.wa.gov)


[www.goia.wa.gov](http://www.goia.wa.gov)

[www.dahp.wa.gov](http://www.dahp.wa.gov)





# Complete the Relevant Application Questions

SPONSOR WORKBENCH

David Caudill LOG OFF

HomeMy Proposed ProjectsMy In-Progress ProjectsMy Completed ProjectsMy Other ProjectsProject Search

APPLICATION WIZARD

PROJECT DETAILS

Project Description

Parties

Contacts

Program & Project Type

Worksites & Properties

Worksite Map & Description

Property Details

METRICS

Restoration Metrics

Overall Project Metrics

COSTS

Restoration Cost Estimates

Cost Summary

APPLICATION QUESTIONS

Restoration Questions

Overall Project Questions

Project Permits

Attachments

Submit Application

Review Application

OPTIONS

Project Application Report

Project Summary

Application Review Report

Project Details

Go to Project:

GO

Go to Org:

APPLICATION: 15-1451 RST, HINELINE - ANTOINE CREEK - R13

Sponsor: Cascade Col Reg Fish EnhanceProgram: FFFPP GrantsStatus: Active

Project Start Date: 10/01/2015Agreement End Date: 01/15/2017

RESTORATION QUESTIONS

Answer the following questions. A response is required for questions where "Description is required" note is displayed.

Worksite: Cliff Hineline fish barrier (#1)

#1: Describe existing project site conditions. The answer to this question will be used in cultural resource consultation so please provide detailed information.

Description is required

Antoine Creek, a fish-bearing stream, runs along and through the property, currently flowing through an undersized culvert under the driveway accessing the house and forest lands. There is a small plunge pool below the perched, downstream end of the culvert, and evidence of erosion

#2: Describe any proposed ground disturbing activities. That is, will a tool(s) be used to move earth (soil, rock, gravel, etc.) as part of this project? This includes hand or mechanized tools, for example: shovel, auger, pick axe, backhoe, etc. Also include specific information including length, width, and depth of the ground disturbance that will be required for all proposed work, if known. Please avoid subjective phrases such as "ground disturbing activities will be minor".

Description is required

The existing road prism fill and culvert will be removed using a large excavator. Any other remaining debris will be removed from the channel and the banks will be contoured to match the existing site conditions and prepared for the new structure. The new, larger, fish-passable bridge will be

#3: Give street address for this worksite if available.

Description is required

1042 Swanson Mill Rd  
Tonasket, WA 98855

#4: Are there any structures existing on the property (including tidegates, dikes, etc.)? If so, please list all existing structures. Indicate if any of these structures will be altered or demolished as a result of the project, and provide the following information for each structure that could be altered or demolished: identifying name, year constructed, year(s) remodeled/renovated. Attach at least one photo of each of the proposed altered structures.

Choice: Yes

Description is required

There are a house and several outbuildings on the property, however none of these are in close proximity to the culvert, and none will be affected by construction.

Back

Check page for errors

Save

Next

Complete

# Project Timeline - FFFPP Start to Finish

	Application Deadline /High Priority List	Projects Funded (Approved by Stg Comm)	Funded Letters Sent	CAF work orders sent	Landowner Acknowledgement	CAFs/Site Survey	FPT to choose correction option from CAFs	Site visit - FPF, HB, Engineer, sponsor, FPT, LO	Final Cost Estimate & Design	Complete PRISM Application	RCO/Sponsor Agreement	Cultural Resources	Apply for FPHP/HPA Permits	Design Review	Sponsor/ Landowner Agreement	Bids Solicited / Construction Contract	Notify FPF, HB, FPT of design changes/ Start Date	Construction	Post Construction Inspections
Ideal	30-Jun	July	July	August	August	Sept	Sept-Oct	Sept-Oct	Oct-Nov	Oct	Oct-Nov	Nov	Dec-Jan	Jan-Feb	Jan-May	Feb-Mar	Apr-May	June 15- Sept 30	Oct-Dec
Sponsors recommends																			
	Landowner (LO)	Fish Passage Team (FPT)	Dave Caudill	Laura Till	Sponsor/ LO	Engineer	FPT	Sponsor to schedule, facilitate	Engineer / Sponsor	Sponsor	Dave Caudill	Dave Caudill	Sponsor	FPF/HB, others if requested	Sponsor	Sponsor / Engineer	Sponsor / Engineer	Sponsor / Engineer	FPT/ Sponsor

Fish Passage Team (FPT)

Sponsor/ Engineer

FPT/ Sponsor

FPF - Forest Practice Forester - DNR

HB - Habitat Biologist - DFW

LO - Landowner

CAF - Correction Analysis Form

FPHP - Forest Practice Hydraulic Permit

HPA - Hydraulic Project Approval





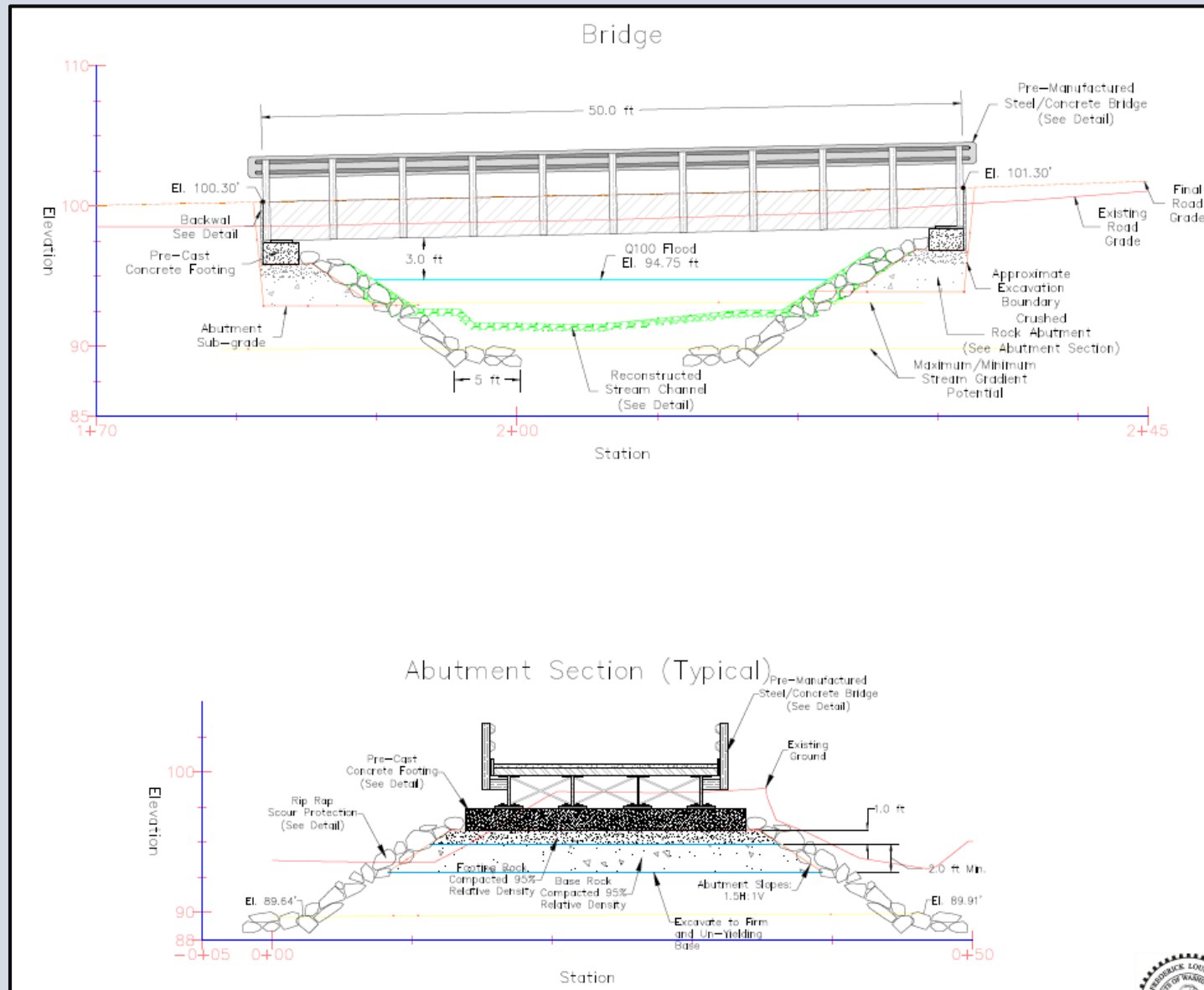
# Permitting Requirements

FPA or HPA





# Design Review



## Attachment A: Project Description and Maintenance Responsibilities

1. Written description of the project-related activities that will occur on Landowner's Property (consistent with project cost elements) and the anticipated salmon or environmental quality benefits: (Include restoration/enhancement activities and any long-term maintenance needs and effectiveness monitoring activities that will occur in future years.)

This project will replace a barrier culvert with a 26' long x 15' wide prefabricated concrete bridge. The completed project will restore unrestricted aquatic passage to 0.86 miles of habitat utilized by Coho, Searun Cutthroat Trout, and possibly Steelhead.

2. Describe the maintenance and monitoring responsibilities of both the Landowner and Grantee for the term of this agreement. Include the activities, frequency and duration of work to be performed.

The Grantee is responsible for the integrity and function of the structure over the term of the agreement. The Landowner will inspect the structure annually and report any potential problems to the Grantee. In the event of damage or other serious problems, the Grantee will determine the most appropriate course of action to ensure proper function of the structure. The Landowner, as owner of the new structure, will be responsible for normal maintenance of the structure.

5. Identify the specific maintenance and/or monitoring activities that will be provided by Landowner in Attachment A (Include frequency and duration).

# Bids Solicited/Construction Contract

Bid Proposal, Co

## BID PROPOSAL AND CONTRACT REQUIREMENTS

### Request for Proposals

Project Title: W. Fk. Trout Creek Fish Passage

Project Sponsor: Ferry County Conservation District

### Description of Project

The project involves the removal of a 36 inch culv excavation of the road fill and installation of a 30 foot Steel Bridge. The existing unimproved 12 foot wide the new bridge elevations. Stream channel work and material from the existing channel.

Plans, Specifications, and other pertinent information emailed upon request.

The FCD will be responsible for obtaining environme

Estimated price: \$32,000

### Proposed Schedule

Bids due 8/5/10 (4 pm)

Contract Awarded 8/12/10

Start Work 8/23/10

Work Completed Below OHW 9/15/10 (or per HP

Work Completed 10/1/10

### Project Location

See Drawings.

### Site Visit

Respondents are encouraged to visit the site before contact Lloyd Odell, the FCD Project Manager to coord

### Submission of Proposals

The following items are required for a proposal to be

- A. Complete all parts of the attached BID SCHEDULE OF QUANTITIES (cost SUBCONTRACTORS. The bid will be cost Proposal form is entirely completed.
- B. It is recommended that a representative described above.
- C. Review the Plans and Special Provisions.
- D. Provide a bid deposit as described in Sect

3

Bidder

Name

Address

For the construction of the W. Fk. Trout Cree referred to as the Project.

To:

Project Manager, Lloyd Odell  
Ferry County Conservation District  
84 E. Delaware Ave.  
PO Box 1045  
Republic, WA 99166-1045

We, the undersigned, having examined the Documents for the construction of the W. Fk. Trout Cree Project, offer to construct and complete the Project and enter into an agreement according to the sum arrived at by the proper extension of the Schedule of Quantities, or such sum as may be determined by the documents.

We acknowledge receipt, understanding and agreement to the terms and conditions of the Bid Form, issued prior to the date of this Bid, and that no addenda have been issued).

Signature

BID PRO

## **SCHEDULE OF QUANTITIES** **W. FK. TROUT CREEK FISH PASSAGE**

Item No.	Item Description	Approx. Quantity	Unit of Measure	Unit Price	Bid Amount
1	Mobilization and Demobilization	1	L.S.	\$	\$
2	Water Management and Fish Removal	1	L.S.	\$	\$
3	Obstruction Removal	1	L.S.	\$	\$
4	Excavation	140	C.Y.	\$	\$
5	Stream Channel	1	L.S.	\$	\$
6	Quarry Spalls	10	C.Y.	\$	\$
7	Riprap	80	C.Y.	\$	\$
8	Install Concrete Sills, Bridge and Steel Back Wall	1	L.S.	\$	\$
9	Crushed Surfacing	43	C.Y.	\$	\$
10	Restoration	1	L.S.	\$	\$
SUBTOTAL					\$
Sales Tax (7.6%)					\$
TOTAL BID, INCLUDING SALES TAX					\$

L.S. = Lump Sum, C.Y. = Cubic Yard, FT = Linear Feet, Ea. = Each





# Notification of Any Changes to project Design

- Notify your forest practice forester or habitat biologist of any changes that may have occurred to your project design after the permits were issued.





# Construction/Project Oversight







# Post Construction Inspection





# Project Timeline - FFFPP Start to Finish

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Fish Passage Team (FPT)	
Sponsor/ Engineer	
FPT/ Sponsor	
FPF - Forest Practice Forester - DNR	
HB - Habitat Biologist - DFW	
LO - Landowner	
CAF - Correction Analysis Form	
FPHP - Forest Practice Hydraulic Permit	
HPA - Hydraulic Project Approval	

And project Closeout!

# Project Closeout or Closing your RCO Agreement

RESTORATION CLOSEOUT CHECKLIST		
Sponsor Name:		SRFB Project Number:
Project Name:		
OGM	Date	TASKS TO COMPLETE
<input type="checkbox"/>		Final A-19 Invoice Voucher Approved (Retainage Released, if any)
<input type="checkbox"/>		SRFB Final Report (FORM 204) attached in PRISM.
<input type="checkbox"/>		Map and Photos Attached in PRISM
<input type="checkbox"/>		Final Inspection Entered into PRISM
<input type="checkbox"/>		As-Built Design or Final Design Attached in PRISM
<input type="checkbox"/>		Worksite and Property Names Updated in PRISM
<input type="checkbox"/>		Long Term Stewardship Plan Attached in PRISM
<input type="checkbox"/>		Measurements Updated in PRISM
<input type="checkbox"/>		Milestones and Narrative Updated to Match Project Timeline
<input type="checkbox"/>		Landowner Agreement Attached into PRISM
<input type="checkbox"/>		Project File in Order (Items in Correct Section)
<input type="checkbox"/>		Final Closeout (In-Compliance) Letter Mailed
<input type="checkbox"/>		Write "Closed" on Project File with date.
OGM Final Notes and Comments		

# Submit Your Final Report

PRISM 2007 (PROD) - [Project Summary - Project# 15-1245]

File Action Screen Reports Window Help

Search Save Print ABC Browse Application Project Details Progress Report **Final Report** Checklist Org/Person Schedule Summary

Project#15-1245

Roles Description Metrics App Funding Request Funding Billed To Date

**Navigate**

Click below to navigate screens X Options ▾

Project: Layden - Trib to Chehalis River - R13 (#15-1245)  
Worksite: Dave Layden Fish Barrier (#1)  
Property: Dave Layden

**General**

Project Number 15-1245  
Project Name Layden - Trib to Chehalis River - R13  
Start Date 10/01/2015 End Date 02/28/2017

**Project Roles**

Organization	
Lewis County Conservation Dist	Primary Sponsor
Layden, Dave	Landowner
Chehalis Basin LE	Lead Entity
Rec. and Conserv. Office (RCO)	Managing Agency

**Project Contacts**



# Getting Paid



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Recreation and  
Conservation Office

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Forms

Fact Sheets

Other Publications

Strategic Plans

News Releases

Public Records Request

Rule Making

Contact Us

## Getting Paid – Reimbursement Information

### E-billing

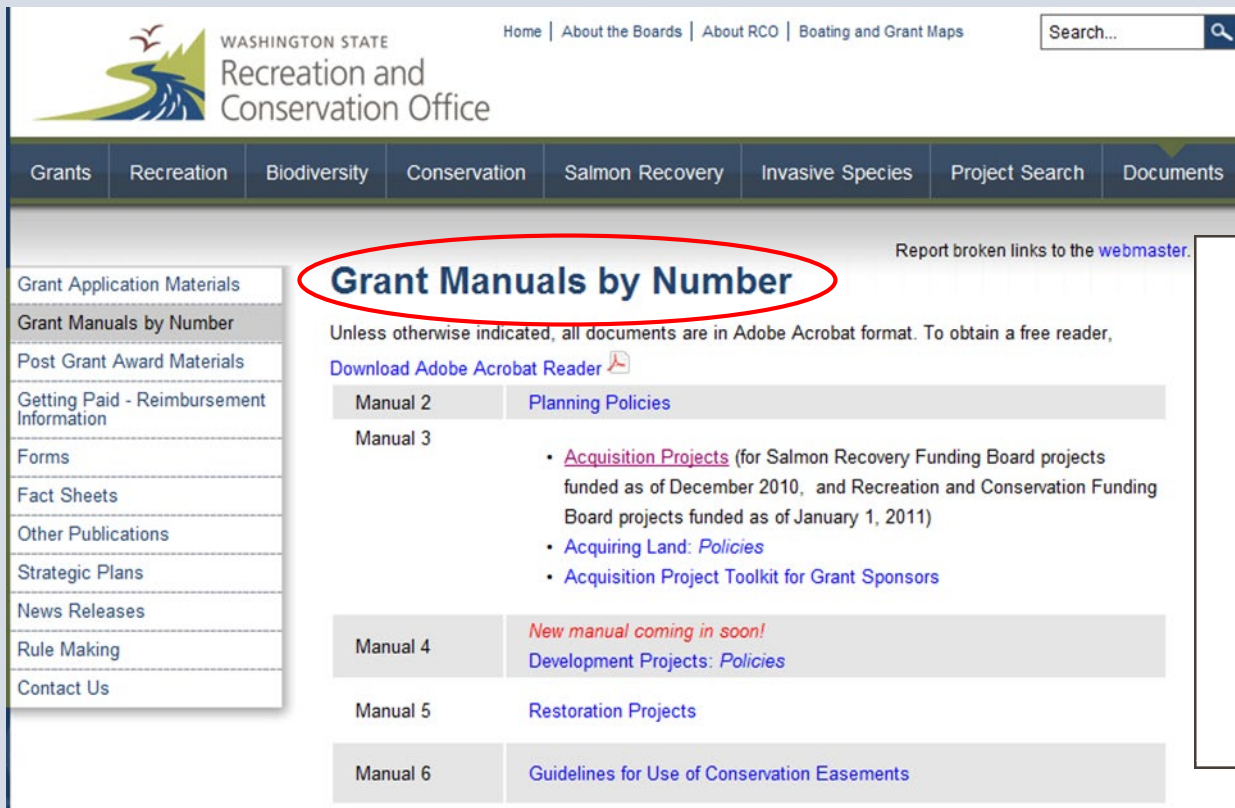
RCO has gone electronic and eliminated paper bills. Beginning March 31, 2015, grant recipients and contractors will prepare their bills in [PRISM Online E-billing](#).

- [E-Billing Survey](#) (6-month, follow-up survey)
- [E-billing Overview](#)
- [E-billing User Guide](#)
- [Fact sheets](#)
  1. [Advances – Salmon Recovery Funding Board](#)
  2. [Billing Categories, Work types Overview, Properties, Worksites](#)
  3. [Billing Personal Service Contracts](#)
  4. [Secured Access Rules](#)
  5. [Date Edits](#)
  6. [E-Billing Overview](#)
  7. [Edits and Errors](#)
  8. [Escrow Payments](#)
  9. [Importing](#)
  10. [Navigation, Getting Around](#)
  11. [Required Attachments](#)
- [E-billing Questions?](#)

### Manuals



# Grant Manuals - Resources



The screenshot shows the Washington State Recreation and Conservation Office website. The header includes the logo, navigation links (Home, About the Boards, About RCO, Boating and Grant Maps), and a search bar. A sidebar on the left lists various resources. The main content area is titled "Grant Manuals by Number" (circled in red) and lists several manuals with their titles and dates.

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Other Publications

Strategic Plans

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Rule Making

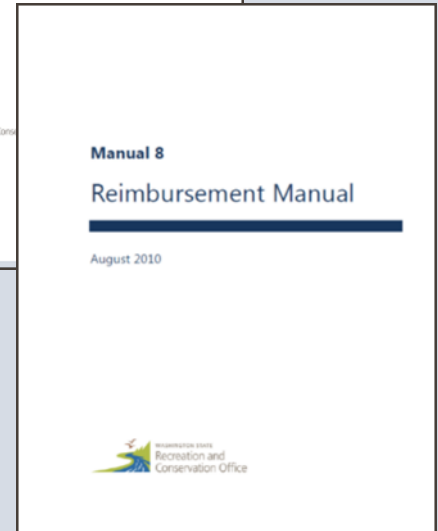
Contact Us

Report broken links to the [webmaster](#).

## Grant Manuals by Number

Unless otherwise indicated, all documents are in Adobe Acrobat format. To obtain a free reader, [Download Adobe Acrobat Reader](#)

Manual 2	Planning Policies
Manual 3	<ul style="list-style-type: none"><li>• <a href="#">Acquisition Projects</a> (for Salmon Recovery Funding Board projects funded as of December 2010, and Recreation and Conservation Funding Board projects funded as of January 1, 2011)</li><li>• <a href="#">Acquiring Land: Policies</a></li><li>• <a href="#">Acquisition Project Toolkit for Grant Sponsors</a></li></ul>
Manual 4	<i>New manual coming in soon!</i> <a href="#">Development Projects: Policies</a>
Manual 5	<a href="#">Restoration Projects</a>
Manual 6	<a href="#">Guidelines for Use of Conservation Easements</a>



[www.rco.wa.gov](http://www.rco.wa.gov)



# The Fish Team

- Laura Till – WDFW [laura.till@dfw.wa.gov](mailto:laura.till@dfw.wa.gov)
  - 360 902-2352
- Laurie Cox – DNR [laurie.cox@dnr.wa.gov](mailto:laurie.cox@dnr.wa.gov)
  - 360 902-1404
- Dave Caudill – RCO [dave.caudill@rco.wa.gov](mailto:dave.caudill@rco.wa.gov)
  - 360 902-2649

