

COLORADO RIVER RECOVERY PROGRAM
FY-2012-2013 SCOPE OF WORK for:
Colorado Program Management

Project No.: 4

Lead Agency: Colorado Division of Wildlife (CDOW)
Colorado Water Conservation Board (CWCB)

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Category:

- Ongoing project
- Ongoing-revised project
- Requested new project
- Unsolicited proposal

Expected Funding Source:

- Annual funds
- Capital funds
- Other

I. Title of Proposal: Colorado Program Management

II. Relationship to RIPRAP:

General Recovery Program Support Action Plan

VII. Provide Program planning and support (Program Management)

A. Determine actions required for recovery

- 3. Update, refine, and prioritize recovery actions (RIPRAP) annually.
- 7. Monitor and assess Recovery Program accomplishments annually.
- 8. Develop biennial work plan to address priority needs.

B. Actively participate in Recovery Program committees and secure funding for annual work plan and larger projects (e.g., water acquisition, capital construction, and long term operation and maintenance) in accordance with the recovery actions and milestones.

C. Manage, direct, and coordinate Recovery Program activities.

- 1. Review Information and Education program (Management Committee).

III. Study Background/Rationale and Hypotheses: Not applicable.

IV. Study Goals, Objectives, End Product:

CDNR, CDOW and CWCB provide program management support through administration of aquatic wildlife and water resource management and technical studies concerning Colorado as identified in the RIPRAP. This and the broader involvement in the implementation of the Recovery Program action plan occurs through participation and preparation of specific task materials for Implementation, Management, Biology, Water Acquisition, and I&E Committees. Significant activities include the development of interagency agreements, scopes of work, and reports, as well as integration of program research results and other new information for effective planning, guidance, status reviews, and issue resolution within the Program. Program management for CWCB includes oversight of water management-related technical studies and activities sponsored and/or conducted by CWCB. Program management for CDOW includes oversight of all biologically related projects as they relate to progress toward recovery goals for Colorado specifically and the Recovery Program overall. These agencies provide in-kind services and additional funding of specific projects for the State of Colorado's contribution and participation in the Recovery Program. End products for Program Management include effective administration of all necessary Recovery Program activities for the State of Colorado.

V. Study area: State of Colorado

VI. Study Methods/Approach: See Task Descriptions immediately below.

VII. Task Description and Schedule:

Task 1: Program Coordinators will perform all technical and administrative work associated with these Program support activities and additional activities by agreement:

- a. Prepare for, and attend Management, Biology, Water Acquisition and I&E Committee meetings and conference calls, and Implementation Committee meetings as necessary;
- b. Review and revise the Recovery Action Plan annually;
- c. Review proposed new scopes of work, revised ongoing scopes of work and recommend revisions to the Annual Work Plan;
- d. Review draft final Program technical reports, strategic plans, studies, and incorporate recommendations into Program guidance and implementation;
- e. Coordinate documentation for transfer of funds to CDOW for RIP-sanctioned work (i.e. BuRec contract and state-match);
- f. Coordinate RIP-sanctioned field activities to conform with State scientific collection permit requirements;
- g. Attend annual Colorado River Research Review meeting;
- h. Coordinate among CDOW, CWCB, and Department of Natural Resources staff to identify issues, define positions, solicit input on Recovery Program actions;
- i. Cooperate with and/or develop Memoranda of Understanding or Agreement as appropriate for provision of water for benefit of the endangered fish;

- j. Coordinate Colorado issues/concerns in Recovery Program as necessary with Attorney General's Office, Colorado DNR Divisions, U.S. Fish and Wildlife Service, water user groups, environmental groups and other interested parties;
- k. Prepare scopes of work as required on various subjects, annual reports and all associated revisions;
- l. Respond to various requests and correspondence from Recovery Program participants and other private entities regarding the endangered fish and instream flow appropriations in Colorado;
- m. Prepare and present endangered fish issues at Wildlife Commission and Water Conservation Board meetings and meetings or conference calls of other groups as necessary.
- n. Coordinate with other Recovery Program participants regarding various water issues, and review potential water rights for sale or lease; pursue acquisition of water and water rights where beneficial.
- o. Assist as appropriate in the development and implementation of Programmatic Biological Opinions.
- p. Perform water accounting as required by RIPRAP and PBOs.

VIII. Deliverables, Due Dates, and Budget by Fiscal Year:

FY 2012

**Deliverables

All deliverables are on an annual or biennial basis. These include: scopes of work, progress reports, RIPRAP update materials, final reports, Program committee meeting and conference call summaries and agendas, issue papers, Program guidance documents, Wildlife Commission and Water Conservation Board memoranda/resolutions/meeting minutes, Memoranda of Agreement/Understanding, reviews, position statements, and water accounting for PBOs.

Program annual reports or updates: November 15, 2012

Program Scopes of work: July 2, 2012 (Project 4); April 30, 2012 (All others)

Individual project reporting as described in individual scopes of work

Budget:

Task 1:

CWCB & DNR

Labor (Staff salary & benefits):

<u>Job Title</u>	<u>Approx. Hours</u>	<u>Salary</u>
General Professional VI	500@\$42.56/hr	\$ 21,280
Phy Sci Res. Scientist V	150@\$49.60/hr	\$ 7,440
<u>Phy Sci Res. Scientist II</u>	500@\$34.80/hr	<u>\$ 17,400</u>
Total staff salary & benefits:		\$ 46,120

Travel & Operations:		<u>3,880</u>
	Total	\$ 50,000
<u>CDOW</u>		
Labor (Salary and benefits):		
<u>Job Title</u>	<u>Approx. Hours</u>	<u>Salary</u>
Wildlife Manager V	1250@\$40.53/hr	\$ 50,670
Operations and travel		<u>9,330</u>
	Total	\$ 60,000
State of Colorado PMG	Total	\$110,000

FY 2013

**Deliverables

All deliverables are on an annual or biennial basis. These include: scopes of work, progress reports, RIPRAP update materials, final reports, Program committee meeting and conference call summaries and agendas, issue papers, Program guidance documents, Wildlife Commission and Water Conservation Board memoranda/resolutions/meeting minutes, Memoranda of Agreement/Understanding, reviews, position statements, and water accounting for PBOs.

Program annual reports or updates: November 14, 2013
 Program Scopes of work: July 1, 2013 (Project 4); April 30, 2013 (All others)
 Individual project reporting as described in individual scopes of work

Budget: Same as FY2012

IX. Budget Summary

FY-2012: \$110,000
 FY-2013: \$110,000

Total: \$220,000

X. Reviewers: Not applicable.

XI. References: Not applicable.