

**COLORADO RIVER RECOVERY PROGRAM**  
**FY-2016-2017 PROPOSED SCOPE-OF-WORK for:**  
Utah Program Management

**Project No.: 1**

Reclamation Agreement number: R14AP00007  
Reclamation Agreement term Oct. 1, 2014 – Sep. 30, 2018

Lead Agency: Utah Division of Wildlife Resources

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**Category:**

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

**Expected Funding Sources:**

- Annual funds
- Capital funds
- Other (explain)

I. Title of Proposal: Utah Program Management.

II. Relationship to RIPRAP:

General Recovery Program Support Action Plan  
Provide Program Planning and Support.

III. Study Background/Rationale and Hypotheses:

The Upper Colorado River Endangered Fishes Recovery Implementation Program supports multiple projects undertaken by the Utah Division of Wildlife Resources. The work is conducted within three Division Regions in Utah (Northeast, Southeast, and Southern Regions) as well as from the Native Aquatic Species Coordinators office in Salt

Lake City. Additionally, the Division cooperates and coordinates with other agencies and researchers across state boundaries within the Colorado River Basin. Efficient coordination of field activities, reporting of research and monitoring results in a timely manner, accurate fiscal accounting, and effective program administration require statewide participation and oversight.

IV. Study Goals, Objectives, End Product:

Goal - Conserve and recover the endangered fish species of the Colorado River system.

Objective - Develop, administer, and direct conservation and monitoring programs that leads to endangered fish recovery.

End Product - Develop, prioritize, direct, coordinate, monitor, and annually evaluate Colorado River fishes work program activities, contracts, and budgets for the Utah Division of Wildlife Resources. Administer the field operations and reporting commitments in the Northeast and Southeast Regions working to recover the federally listed endangered fishes of the Colorado River Basin. Provide coordination and administration for the Wahweap State Fish Hatchery, Big Water, Utah (Southern Region). Coordinate and cooperate with other agencies. Provide a program management annual report to the Program.

V. Study Area

The Upper Colorado River basin in Utah, including the Green River and its tributaries.

VI. Study Methods/Approach

Statewide program management for the Utah Division of Wildlife Resources will be conducted from the state office in Salt Lake City. Program management is the responsibility of the Native Aquatic Species Program Coordinator, who is tasked with coordinating the Division's Native Aquatic Species programs in the Northeast and Southeast Regions and the Wahweap State Fish Hatchery. A professional biologist (Wildlife Biologist II) and an administrative assistant (Office Specialist II) support the Coordinator. In federal fiscal year 2016, the Program Biology Committee Chair will be Krissy Wilson, the Native Aquatics Program Coordinator, and the designated alternate member is Paul Badame, the Native Aquatics Program Biologist in the Salt Lake Office.

The UDWR Northeast Region (NER) office is located in Vernal, Utah, and is responsible for facilitating operations on the middle Green River and associated tributaries. The Project Leader, Matt Breen, in this region is supported by one full-time biologist and up to ten seasonal employees, depending on the time of year, and by UDWR office support staff.

The UDWR Southeast Region (SER) oversees the Moab (Utah) Field Station, a location that provides ready access to the lower Green River and its tributaries, and to the

Colorado River from the Colorado border downstream to Lake Powell. Katie Creighton, Project Leader in this region has two full-time professional biologists on staff and up to ten seasonal employees. A part-time clerk supports the Field Station.

## VII. Task Description and Schedule

The Program Coordinator is responsible for: attending Biology Committee meetings; preparing Program proposals; reviewing Program technical proposals; developing Program statements of work, internal workplans, budgets, and contracts for approved work; preparing annual reports for the Program; coordinating fiscal management of Program scopes of work; attending Colorado River researchers meetings; attending annual Nonnative species workshop; administering and overseeing approved proposals and contracts; serving as the Utah member of the Colorado River Fishes Recovery Team; participate on the CPM Recovery Plan revision; drafting and finalizing "Starvation Reservoir Fish Escapement Strategy" ; providing review and comment on Biology Committee issues and reports; participating in other technical group assignments; coordinating program activities within the Section, Division, and among other agencies; reviewing and commenting on Program and agency reports as requested; and other administrative duties as needed, including personnel management. Work is conducted throughout the year. A professional biologist, Wildlife Bio II, and an administrative assistant participate in and support these efforts.

Regional Project Leaders in Vernal and Moab develop, administer, and participate in Program projects in Utah; coordinate permanent and temporary staff assignments; administer employees, including hiring and firing decisions; coordinate schedules to ensure all Program commitments are addressed; develop Program statements of work, internal workplans, and associated budgets; attend Colorado River researchers meetings; attending annual Nonnative species workshop; administer and provide oversight of approved proposals and contracts; review and comment on Biology Committee issues and reports; participate in other technical group assignments; review and comment on Program and agency reports as requested; and perform other administrative duties as needed.

The Wahweap State Fish Hatchery rears bonytail and holds the backup broodstock of razorback sucker. It receives bonytail fry from the Dexter National Fish Hatchery, New Mexico, and rears them to sizes approved by the Program. These juvenile bonytail are stocked in Utah and Colorado to support stocking goals determined by the Program Biology Committee. Wahweap holds backup brood stock of razorback sucker to support the Ouray National Fish Hatchery. The backup stock provides some security in the event of a catastrophic loss at Ouray. Program management support helps coordinate the efforts of Wahweap with Division and external clients.

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

FY 2016

Deliverables

Program annual reports or annual updates: 15 November 2017

Program statements of work and budgets: 15 December 2017

Review of regional work plans for Colorado River Basin: 1 April 2017

Program research proposals: 30 April 2017

Individual project reporting as described in individual scopes of work

Completion of other tasks as assigned

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**FY 2016 Budget**

Labor:

<b>SLO/BOR</b>	<b>Daily Rate</b>	<b>Days</b>	<b>Totals</b>
Wildlife Biologist II	\$ 298	33	\$9,834
Office Specialist I	\$ 203	24	\$4,872
Program Coordinator	\$ 470	19	\$8,930
<i>Subtotal</i>			<b>\$23,636</b>

**SLO/ESMF**

Wildlife Biologist II	\$ 298	77	\$22,946
Office Specialist I	\$ 203	59	\$11,977
Program Coordinator	\$ 470	46	\$21,620
<i>Subtotal</i>			<b>\$56,543</b>

**NERO**

Project Leader	\$ 354	95	\$33,630
<i>Subtotal</i>			<b>\$33,630</b>

**SERO**

Project Leader	\$ 438	18	\$7,884
Wildlife Biologist II	\$ 340	27	\$9,180
Wildlife Biologist II	\$ 340	5	\$1,700
<i>Subtotal</i>			<b>\$18,764</b>

Travel <sup>a</sup> –see detail at end of budgets \$9,011

Utilities \$17,367

17% Indirect Costs on all personnel except BOR \$18,519

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**FY 2016 GRAND TOTAL** **\$177,470**

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FY 2017

Deliverables

Program annual reports or annual updates: 15 November 2018

Program statements of work and budgets: 15 December 2018

Review of regional work plans for Colorado River Basin: 1 April 2018

Program research proposals: 30 April 2018

Individual project reporting as described in individual scopes of work

Completion of other tasks as assigned

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<b>FY 2017 Budget</b>			
Labor:			
<b>SLO/BOR</b>	<b>Daily Rate</b>	<b>Days</b>	<b>Totals</b>
Wildlife Biologist II	\$ 304	33	\$10,031
Office Specialist I	\$ 207	24	\$4,969
Program Coordinator	\$ 479	19	\$9,109
		<i>Subtotal</i>	<b>\$24,109</b>
<b>SLO/ESMF</b>			
Wildlife Biologist II	\$ 304	77	\$23,405
Office Specialist I	\$ 207	59	\$12,217
Program Coordinator	\$ 479	46	\$22,052
		<i>Subtotal</i>	<b>\$57,674</b>
<b>NERO</b>			
Project Leader	\$ 361	95	\$34,303
		<i>Subtotal</i>	<b>\$34,303</b>
<b>SERO</b>			
Project Leader	\$ 447	18	\$8,042
Wildlife Biologist II	\$ 347	27	\$9,364
Wildlife Biologist II	\$ 347	5	\$1,734
		<i>Subtotal</i>	<b>\$19,139</b>
Travel <sup>a</sup> –see detail at end of budgets			\$9,191
Utilities			\$17,714
17% Indirect Costs on all personnel except BOR			\$18,890
<b>FY 2017 GRAND TOTAL</b>			<b>\$181,020</b>

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FY 2018

Deliverables

Program annual reports or annual updates: 15 November 2019

Program statements of work and budgets: 15 December 2019

Review of regional work plans for Colorado River Basin: 1 April 2019

Program research proposals: 30 April 2019

Individual project reporting as described in individual scopes of work

Completion of other tasks as assigned

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<b>FY 2018 Budget</b>			
Labor:			
<b>SLO/BOR</b>	<b>Daily Rate</b>	<b>Days</b>	<b>Totals</b>
Wildlife Biologist II	\$ 310	33	\$10,231
Office Specialist I	\$ 211	24	\$5,069
Program Coordinator	\$ 489	19	\$9,291
		<i>Subtotal</i>	<b>\$24,591</b>
<b>SLO/ESMF</b>			
Wildlife Biologist II	\$ 310	77	\$23,873
Office Specialist I	\$ 211	59	\$12,461
Program Coordinator	\$ 489	46	\$22,493
		<i>Subtotal</i>	<b>\$58,827</b>
<b>NERO</b>			
Project Leader	\$ 368	95	\$34,989
		<i>Subtotal</i>	<b>\$34,989</b>
<b>SERO</b>			
Project Leader	\$ 456	18	\$8,203
Wildlife Biologist II	\$ 354	27	\$9,551
Wildlife Biologist II	\$ 354	5	\$1,769
		<i>Subtotal</i>	<b>\$19,522</b>
Travel <sup>a</sup> –see detail at end of budgets			\$9,375
Utilities			\$18,069
17% Indirect Costs on all personnel except BOR			\$19,267
<b>FY 2018 GRAND TOTAL</b>			<b>\$184,640</b>

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FY 2019

Deliverables

Program annual reports or annual updates: 15 November 2020

Program statements of work and budgets: 15 December 2020

Review of regional work plans for Colorado River Basin: 1 April 2020

Program research proposals: 30 April 2020

Individual project reporting as described in individual scopes of work

Completion of other tasks as assigned

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<b>FY 2019 Budget</b>			
Labor:			
<b>SLO/BOR</b>	<b>Daily Rate</b>	<b>Days</b>	<b>Totals</b>
Wildlife Biologist II	\$ 316	33	\$10,436
Office Specialist I	\$ 215	24	\$5,170
Program Coordinator	\$ 499	19	\$9,477
		<i>Subtotal</i>	<b>\$25,083</b>
<b>SLO/ESMF</b>			
Wildlife Biologist II	\$ 316	77	\$24,350
Office Specialist I	\$ 215	59	\$12,710
Program Coordinator	\$ 499	46	\$22,943
		<i>Subtotal</i>	<b>\$60,004</b>
<b>NERO</b>			
Project Leader	\$ 376	95	\$35,688
		<i>Subtotal</i>	<b>\$35,688</b>
<b>SERO</b>			
Project Leader	\$ 465	18	\$8,367
Wildlife Biologist II	\$ 361	27	\$9,742
Wildlife Biologist II	\$ 361	5	\$1,804
		<i>Subtotal</i>	<b>\$19,913</b>
Travel <sup>a</sup> –see detail at end of budgets			\$9,563
Utilities			\$18,430
17% Indirect Costs on all personnel except BOR			\$19,653
<b>FY 2019 GRAND TOTAL</b>			<b>\$188,333</b>

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FY 2020 Deliverables:

Program annual reports or annual updates: 15 November 2021  
 Program statements of work and budgets: 15 December 2021  
 Review of regional work plans for Colorado River Basin: 1 April 2021  
 Program research proposals: 30 April 2021  
 Individual project reporting as described in individual scopes of work  
 Completion of other tasks as assigned

<b>FY 2020 Budget</b>			
Labor:			
<b>SLO/BOR</b>	<b>Daily Rate</b>	<b>Days</b>	<b>Totals</b>
Wildlife Biologist II	\$ 323	33	\$10,645
Office Specialist I	\$ 220	24	\$5,274
Program Coordinator	\$ 509	19	\$9,666
<i>Subtotal</i>			<b>\$25,584</b>
<b>SLO/ESMF</b>			
Wildlife Biologist II	\$ 323	77	\$24,837
Office Specialist I	\$ 220	59	\$12,964
Program Coordinator	\$ 509	46	\$23,402
<i>Subtotal</i>			<b>\$61,204</b>
<b>NERO</b>			
Project Leader	\$ 383	95	\$36,402
<i>Subtotal</i>			<b>\$36,402</b>
<b>SERO</b>			
Project Leader	\$ 474	18	\$8,534
Wildlife Biologist II	\$ 368	27	\$9,937
Wildlife Biologist II	\$ 368	5	\$1,840
<i>Subtotal</i>			<b>\$20,311</b>
Travel <sup>a</sup> —see detail at end of budgets			\$9,754
Utilities			\$18,799
17% Indirect Costs on all personnel except BOR			\$20,046
<b>FY 2020 GRAND TOTAL</b>			<b>\$192,100</b>

*a- Travel Budget Details: For each year, travel assumes the following: per diem is always \$36/day. All 2-day meetings require 2 nights and 2 full days of per diem. The assumption is similar for 1 and 3 day meetings (1 and 3 nights respectively). Hotel costs are estimated at \$90/night. SLO travel budgets assumes PC and WBII will attend 3 and 7 BC/other meetings (i.e. Colorado River Water Users, etc.) respectively. All but 2 meetings are 2-day meetings (Researchers meetings and nonnative removal workshops are 2 days plus one day of BC meetings). Flights from Salt Lake to Grand Junction are estimated at \$340. Both SLO staff will fly to meetings. NERO travel budget includes travel for the two WBII's to attend the 2-day researcher and nonnative removal workshops. Assumes the two will carpool from Vernal at \$105/each trip (\$.36/mile for 250 miles roundtrip and \$5/day for 3 days each trip). PL for NERO will attend all meetings - assumes 2 in Denver and 6 in Grand Junction. 6 meetings are 2 days. 2 meetings are 3 days. Flights to Denver are assumed to also be \$340. Vehicle costs are same as those for WBII's, but assume PL will drive separately to stay longer for 3 day meetings. Travel costs for SERO assumes four WBII will attend the researchers meeting. The WBII's and the PL will attend both the researcher's meeting and the nonnative removal workshop and will stay for the BC meeting for both meetings. In addition to BC meetings, all UDWR personnel will meet annually in a location TBA to discuss priorities for the Division for the upcoming year. This will be a 1-day meeting where no overnight stay is required, though per diem will be given.*



VIII. Program Budget Summary

FY-2016 \$177,470

FY 2017 \$181,019

FY 2018 \$184,640

FY 2019 \$188,333

FY 2020 \$192,100