



PO Box 131
27880 Chambers Road
Culdesac, ID 83524
Phone: (208) 843-2931
www.NezPerceSWCD.org

Fax: (208) 843-2253
npswcd@co.nezperce.id.us

March 20, 2014

Idaho Soil and Water Conservation Commission
Attention: Delwyne Trefz
650 West State Street, Room 145
Boise, Idaho 83702

Dear Delwyne,

The Nez Perce Soil and Water Conservation District Board (NPSWCD) is requesting technical assistance for the completion of ten action items. The NPSWCD approved this request at their March 2014 board meeting. Times are estimates and can be refined as needed.

The attached documents provide the details and supporting documentation for this request. Our staff contact is Brenda Knoll, please contact her at npswcd@co.nezperce.id.us or 208-843-2931 if you have any questions.

The nine action items requested are a direct result of planning efforts which have been on-going for a number of years. A summary of these actions includes:

- NP01 – Engineering design. Twenty designs are slated for completion in FY14.
- NP02 – Stream inventory and assessment on 30 miles of stream.
- NP03 – Construction inspection assistance on 25 projects.
- NP04 – Construction oversight on 4 projects.
- NP05 – Technical report writing.
- NP06 – Environmental Awareness Days instructor
- NP07 – Camp Wittman instructor
- NP08 – Watershed plan development assistance for 3 watersheds.
- NP09 – Conservation plan development for 6 land parcels.

Attachments to this letter include details of the requested items above and Board certification document.

Sincerely,

Steve Becker
Chair, Nez Perce SWCD

CC: Teri Murrison, Adminsitrator; Bill Lillibridge, ISWCC;
Lynn Rasmussen, NPSWCD; Brenda Knoll, NPSWCD

NPSWCD Request Line Item Number	Short Title	Description	SWC staff requested	# of hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP01	Engineering Designs	<p>This line item is to request technical assistance for engineering design. Engineering designs include survey, design, and construction package. NPSWCD staff are assigned to work with the engineer to assist in design development as well as coordinate with landowners. All projects on the design list are committed projects, meaning that they are a deliverable in a specific grant or contract with the NPSWCD. These projects have landowner approval, funding designated for implementation, and NPSWCD personnel assigned to coordinate all phases of the project. The NPSWCD is requesting the design assistance as the scope of the design is outside the NPSWCD skill levels. The NPSWCD has coordinated the design list with NRCS as well, so that no items on the list are duplicate requests to NRCS. Without engineering assistance, these projects will not be designed. TIME BASIS: 20 projects estimated at 60 hours per each. Time estimate was developed by Lynn Rasmussen in consultation with Bill Lillibridge.</p> <p>Please note: Documentation of support is attained through a combination of landowner signed contracts and agency funding award contracts. The NPSWCD considers a signed contract as proof of support of the activity and indication that work is funded and resources allocated. The District publication plans include technical, informational and agency reporting as well as outreach and education through the Forever Soil & Water newsletter and District website. District implementation projects meet all local, state and federal compliance requirements.</p>	Bill Lillibridge or other qualified SWC staff	1200	July 2014 - June 2015	Priority 2.3 pg. 4. Priority 3.1, 3.2, 3.3 and 3.4, pg. 5. Priority 4.1, 4.2, 4.5, pg. 6
See next page for details						

NPSWCD NP01 Technical Assistance request Engineering Design List	
T2	Road Erosion Control
1551	Channel reconnection and floodplain restoration
1092A	Feedlot Improvements
12-161A	Feedlot Improvements
T1	Water Development
1585	Floodplain restoration
T3	Road Erosion Control
T4	Culvert
11-128A	Water Development
T5	Culvert
11-124	Fish Barrier
T6	Streambank Stabilization
1590	Water Development/streambank erosion
1596	Wetland Enhancement
12-1556	Feedlot Improvements
12-156	Water Development
12-171	Streambank Stabilization
FLOOD	Flood and emergency planning
MIT-0501	Streambank Stabilization
Project ranking follows District ranking protocol	
Listed in order of priority	

NPSWCD Request Line Item Number	Short Title	Description	SWC staff requested	# of hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP02	Stream Inventory and Assessment	This line item is to request assistance in completing the NPSWCD stream inventory and assessment protocol on identified reaches in the Deer, Eagle, and China watersheds. The inventory process is a combination of protocols from the BLM, Forest Service and NRCS. It includes the USDA Stream Visual Assessment Protocol or SVAP. Assistance is needed on walking the streams and collecting the data. NPSWCD personnel are committed to the inventory as well. We are looking for an experienced planner to be included as part of the team. Inventory work is completed from May through August depending upon flows and weather. Our vision is for this work to be completed for two to three days a week for a period of four to five weeks. TIME BASIS: 3 days/week at 5 weeks. Time estimate developed by Lynn Rasmussen.	Qualified SWC staff	600	July - Aug 2014, and May - June 2015	Priority 2.2, 2.3, pg 4. Priority 3.1, 3.2, 3.3, pg. 5. Priority 4.1, 4.2, 4.4, 4.5, pg. 6. Priority 8.3 pg. 10

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NPSWCD Request Line Item Number	Short Title	Description	SWC staff requested	# of hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP03	Construction Inspection	This line item is for construction inspection field visits to inspect on-the-ground installation of projects. Projects range in scope from earthwork projects through stream bank stabilization projects. For a list of planned installation projects see Construction Inspection List (attachment C). All projects on this list are committed projects through land owner contracts and also funded through existing cost-share programs administered by the NPSWCD. These projects are planned projects for construction in 2014/2015 This list does not include other projects that will be inspected by NPSWCD personnel. We have a high amount of construction projects scheduled which results in the need for some additional assistance in inspection services. TIME BASIS: 25 projects at 3 visits per project at 3 hours per visit. Time estimate developed by Lynn Rasmussen in consultation with Bill Lillibridge.	Bill Lillibridge, Eileen Rowen, or other qualified SWC staff	40	As needed	Priority 2.3 pg. 4. Priority 3.1, 3.2, 3.3 and 3.4, pg. 5. Priority 4.1, 4.2, 4.5, pg. 6

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See next page for details

NPSWCD Request # NP03 Construction List	
12-1556	Fence
12-1556	Water Development
12-167	Road Erosion Control
12-161	Road Erosion Control
12-161	Wetland Enhancement
12-162	Fence
12-162	Water Development
12-162	Culvert
11-128	Water Development
11-128	Fence
11-124	Fish Barrier
12-157	Road Erosion Control
12-157	Grade Control
T7	Wetland Enhancement
T8	Streambank Stabilization
T9	Water Development
T10	Fence
T11	Stream Crossing
T12	Road Erosion Control
T13	Gully erosion control
T14	Gully erosion control
T15	Gully erosion control
T16	waterway

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NP04	Construction Oversight	Construction inspection oversight is different from construction inspections in that the oversight projects are a larger scope which in general requires an engineer to be on-sight during construction. These projects often require direction for placement of materials and on-site adjustments made to quantities and project alignments. Projects are fish barrier and stream bank stabilization projects which require a intense level of supervision during construction. TIME BASIS: 4 projects estimated at 40 hours per each. Time estimate developed by Lynn Rasmussen in consultation with Bill Lillibridge.	Bill Lillibridge	160	As needed	Priority 2.3 pg. 4. Priority 3.1, 3.2, 3.3 and 3.4, pg. 5. Priority 4.1, 4.2, 4.5, pg. 6

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NPSWCD Request Line Item Number	Short Title	Description	SWC staff requested	# of hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP05	Technical Report Writing	Technical report writing includes a variety of projects with differing ranges in scope. These projects include project reports (which describe how a specific site was installed, the benefits, and techniques), protocols (describe the methodology), standard drawings, and fact sheets. See attachment E for list of needs and attachment F for example documents. TIME BASIS: 40 hours last weeks of July, October, January, April. Time estimate developed by Brenda Knoll.	Qualified SWC staff	160	40 hrs. last weeks of: July 2014, Oct 2014, Jan 2015, April 2015	Priority 1.1 pg. 3. Priority 2.3 pg. 4. Priority 6.1 pg. 8

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Please see next page for details.

NPSWCD Request # NP05 Detail		Example Reference
1209	Mission Creek Restoration Project writeup. Write-up will be posted on NPSWCD web site and published.	05689 final report
1209-2	Tom Beall Bridge repair write-up. Will be posted on Web site and published.	05689 final report
Standard Drawings	streambank, water development, temporary irrigation	
1209 final report	1209 SRBA project final report.	
Fact sheets	educational fact sheets based off of ACRE practice fact sheets	
Data analysis and write-up		
Lindsay Creek road erosion inventory	Lindsay creek road erosion inventory and analysis report	Tammany Road erosion inventory and analysis

NPSWCD Request Line Item Number	Short Title	Description	SWC staff # of requested hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP06	EAD	This item is to request assistance in teaching a soil education class at the NPSWCD annual Environmental Awareness Days event. The event is held in May of each year and reaches 500 fifth grade students from Lewiston, Lapwai, Culdesac, and Clarkston. EAD is a two day event. TIME BASIS: Estimate 24 hours based on preparation and delivery time. Time estimate developed by Kayla Dau in consultation with Eileen Rowan.	Eileen Rowan	24 May 2014	Priority 6.1, 6.2. pg. 8

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NP07	Camp Wittman	This item is to request an instructor to teach the University of Idaho agricultural policy class regarding soils and conservation. A curriculum is available. This one day event is held in September of each year and includes leading the students on a discussion of soil features found in the site's educational soil pit. A class curriculum is developed, so preparation time is minimal. TIME BASIS: 16 hours for preparation and delivery. Time estimate by Kayla Dau.	Eileen Rowan	16	Sept 2014	Priority 6.1, 6.2. pg. 8

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NPSWCD Request Line Item Number	Short Title	Description	SWC staff requested	# of hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP08	Watershed plan development	This item is to request assistance in preparing watershed plans for the Deer, Eagle and China drainages. The NPSWCD has grants to develop watershed scale restoration plans for these projects. Each watershed has a work plan with specific actions identified. Plans are developed following the Oregon Watershed Assessment Manual protocol, so staff assigned to assist will need to be able to follow this protocol. These plans focus on steelhead habitat restoration and address ESA listed species as well as TMDL streams. TIME BASIS: 80 hours per plan. Most likely the time frame will be less, however, we are requesting the maximum estimated time for each plan in order to ensure that all the needs are met. Time estimated by Lynn Rasmussen.	Qualified SWC staff	400	Summer and Winter 2015	Priority 2.2, 2.3, pg 4. Priority 3.1, 3.3, 3.4, pg. 5. Priority 4.1, 4.2, 4.4, 4.5, pg. 6. Priority 6.1, pg. 8. Priority 7.1, pg. 9

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NPSWCD Request Line Item Number	Short Title	Description	SWC staff requested	# of hours	Preferred time period for assistance	NPSWCD Annual Plan Page number
NP09	Conservati on Plan writing	This item is to request assistance on developing 6 conservation plans on private landowner properties. Plans include a field inventory checklist, problem identification, and selection of treatments. The NPSWCD does not utilized NRCS customer service toolkit, so plans will need to follow NPSWCD protocols. Time basis: 60 hrs. per plan for 6 plans.	Qualified SWC staff	360	Summer and Winter 2014	Priority 2.2, 2.3, pg. 4. Priority 3.1, 3.3, pg. 5. Priority

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IDAHO SOIL & WATER
CONSERVATION COMMISSION

REQUEST FOR ASSISTANCE
CERTIFICATION

DISTRICT: **Nez Perce**

Project or Activity Name: Multiple NPSWCD projects

FOR FISCAL YEAR: **2015**

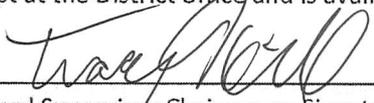
Hours of Assistance Requested:
2984

Due: **March 31, 2014**

CERTIFICATION

By concurrence of a majority of the supervisors of the district board and the above name conservation district certifies that attached Request for Assistance is true and accurate, and further submits said Report for the above named District and fiscal year.

A copy of this Request for Assistance and supporting documents shall be kept at the District office and is available for public inspection.


Board Supervisor Chairperson Signature

~~Steve Becker~~ Tracy Hill
Printed Name

3/20/14
Date

(208) 843-2931
District or Board Chairperson Telephone

District Email Address

FOR SWC USE ONLY:

DATE OF CONFIRMATION:
