

BRIAN ABBOTT

## Fish Barrier Removal Board

---

# Amendment Form

Date: 12/6/2023

RCO Project Number: 19-1615R

Sponsor Name: Snohomish Conservation District

Project Name: Little Pilchuck Tributary Fish Passage

Type of Amendment:      Cost Increase       Time Extension       Scope Change

**Justification:** For cost increases, describe the need and specifically what the money will be used for. Please note: a grant cost increase requires the sponsor to increase its total match contribution to maintain the agreement's original cost share percentages. For time extensions that would place the project end date more than four years beyond the project start date, describe the reason and background for the delay and provide a timeline for project completion. For scope changes, describe the reason and what work types or elements of the project will change. Specify changes in quantities and/or metrics of project elements as necessary.

TRT and SCD staff are continuing to discuss structure alternatives and have now agreed on a final structure alternative to advance to permitting and final design. We received a time extension request until December 31, 2024. The preliminary cost estimates for the selected structure exceeds the total RCO project cost; SCD has secured additional match funding through NOAA, but additional RCO funding is requested if available. Through discussion with the TRT we have explored options regarding the amount of freeboard for the structure. The TRT is requesting three feet of freeboard, which aligns with hydraulic code and will significantly increase the cost of the project since it will require a larger structure and extended road prism, increasing material and labor costs. An increased footprint will increase our impact of surrounding wetlands, which may lead to the need for wetland delineation at additional cost. In addition to these factors, the cost of materials and labor have increased significantly since the time of the original award.

SCD project and engineering staff will need to work with TRT, RCO, FBRB/ WDFW, NOAA, and permit agencies to complete a final design approval process. SCD is developing permit applications and will continue to bring the approved preliminary designs to meet final design deliverables requirements. SCD will continue grant administrative and project management activities.

The original award amount is \$224,459, and our new estimation for completing this project is \$488,736. We are asking for an additional \$264,277.

### Supporting Documents Provided. (check all that apply):

- An updated Cost Estimate Spreadsheet composed of original budget with cost increase provided in a separate column clearly illustrating where costs have changed.
- An updated Project Milestone Worksheet
- Preliminary design package including design drawings and design report (Manual 22, Appendix C)

BRIAN ABBOTT

## Fish Barrier Removal Board

---

# Amendment Form

Review:



Approved: Yes  No

Approved: Yes  No

Date: [Click here to enter a date.](#)

Date: [Click here to enter a date.](#)

Name: [Click here to enter text.](#)

Name: [Click here to enter text.](#)

Reason

Reason

--	--





# #19-1615 Middle Pilchuck Tributary Fish Passage Cost Change

Add \$264,277 of 19-21 FBRB funds to complete current scope of work



# Project Facts and Location

---

- Key habitat for Chinook and Coho.
- Snohomish River Basin Salmon Conservation Plan.
- Identified as a Rural Streams Secondary Priority which includes fish passage barrier removal as a recommended action.
- Culvert removal
- [Little Pilchuck Creek](#)







## FBRB Cost Change

---

- Approved time extension through 12/31/24.
- TRT approval of structure and freeboard to advance permitting and final design.
- Preliminary cost estimates for the selected structure exceeds the total FBRB project award.
- SCD secured additional match funding through NOAA.





## Amendment to Grant Agreement

**Project Sponsor:** Snohomish Conservation Dist

**Project Number:** 19-1615R

**Project Title:** Little Pilchuck Tributary Fish Passage (SnoCo)

**Amendment Number:** 4

**Amendment Type:**

Cost Change

**Amendment Description:**

Adding \$264,277 of FBRB Funds and additional match to the project. The TRT is requesting three feet of freeboard, which aligns with hydraulic code and will significantly increase the cost of the project since it will require a larger structure and extended road prism, increasing material and labor costs. An increased footprint will increase our impact of surrounding wetlands, which may lead to the need for wetland delineation at additional cost. In addition to these factors, the cost of materials and labor have increased significantly since the time of the original award.

SCD project and engineering staff will need to work with TRT, RCO, FBRB/ WDFW, NOAA, and permit agencies to complete a final design approval process. SCD is developing permit applications and will continue to bring the approved preliminary designs to meet final design deliverables requirements. SCD will continue grant administrative and project management activities.

**Project Funding:**

The total cost of the project for the purpose of this Agreement changes as follows:

	Old Amount		New Amount	
	Amount	%	Amount	%
<b>RCO - FBRB WP</b>	\$224,459.00	84.86%	\$488,736.00	85.00%
<b>Project Sponsor</b>	\$40,034.00	15.14%	\$86,248.00	15.00%
<b>Total Project Cost</b>	\$264,493.00	100%	\$574,984.00	100%
<b>Admin Limit</b>	\$0.00	5.00%	\$0.00	5.00%
<b>A&amp;E Limit</b>	\$61,036.85	30.00%	\$132,688.62	30.00%

Current FBRB = \$224,459  
 Add 19-21 FBRB = \$264,277  
 Match 15% = \$86,248  
 New Project Total = \$574,984

---

# SRFB Match Policy Process & Decision

---

February 20, 2024

Nicholas Norton, RCO Policy and Planning Specialist

---

SRFB



**Raising the  
issue**

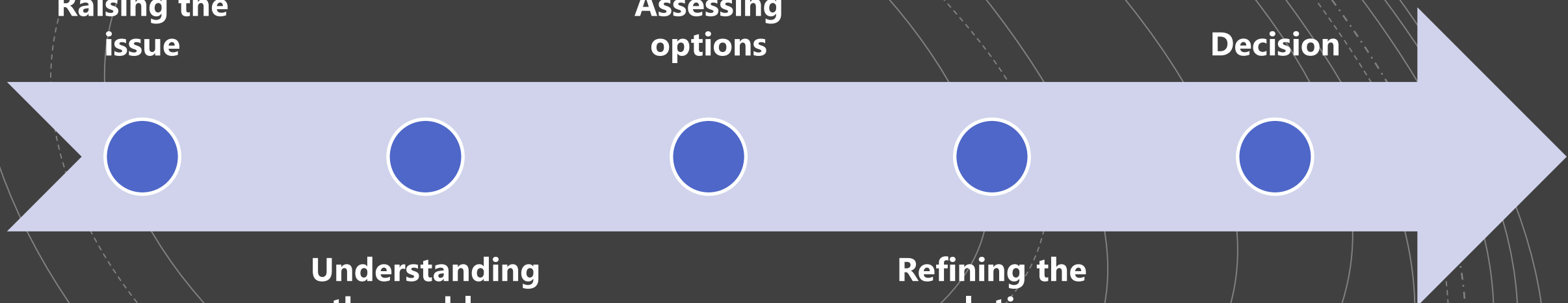
**Assessing  
options**

**Decision**

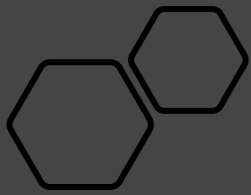


**Understanding  
the problem**

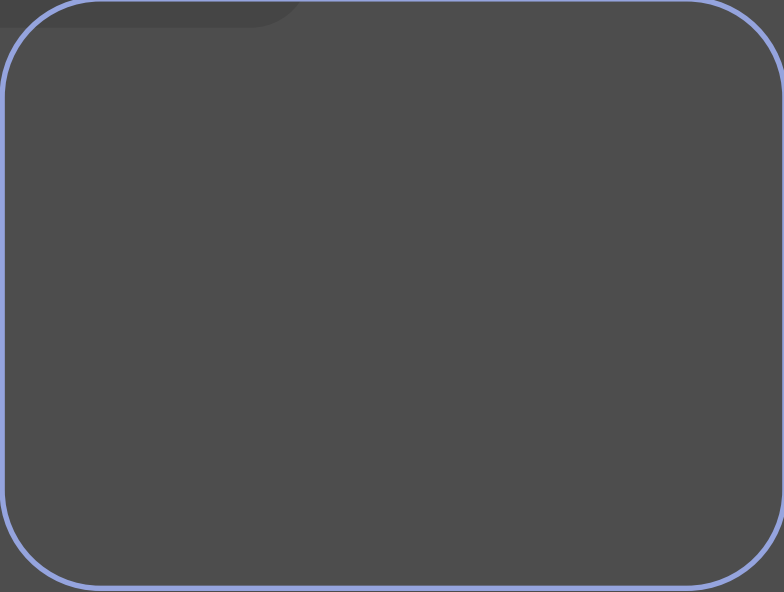
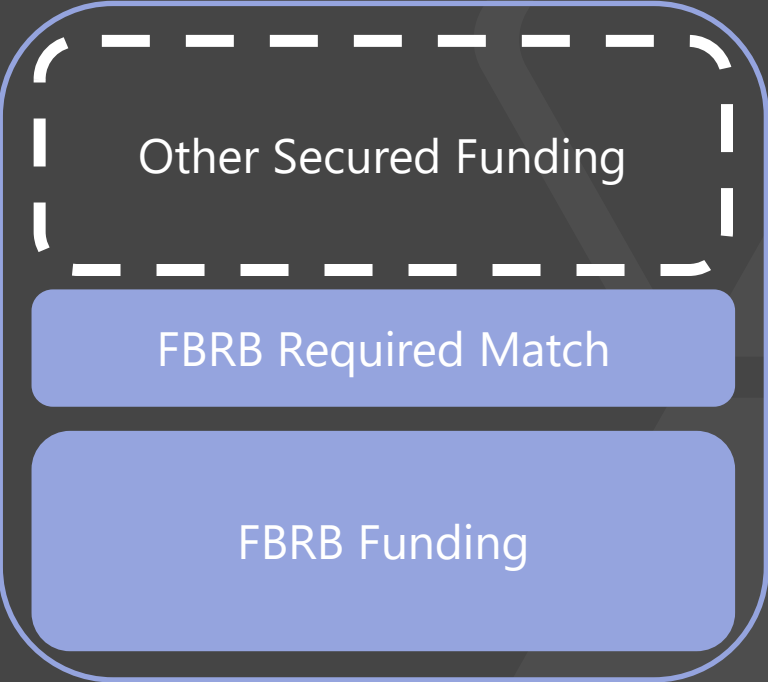
**Refining the  
solution**







Application budget  
(optional)



Grant agreement  
Invoicing  
Reimbursement  
Retainer  
Final reporting  
Long-term compliance

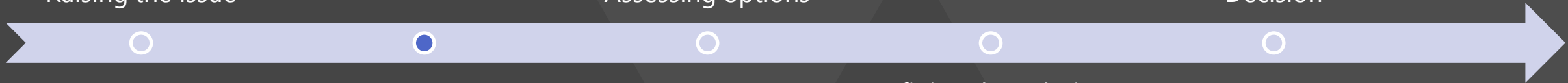
Raising the issue

Assessing options

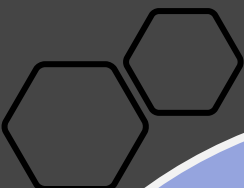
Decision

**Understanding  
the problem**

Refining the solution







### **Programmatic goals**

- Local support & engagement*
- Return on state investment*
- Demonstrate effectiveness*
- Match federal funding*

### **Recovery goals**

- Encourage project development*
- Increase project scope*
- Aid timely completion*
- Reduce opportunity costs*

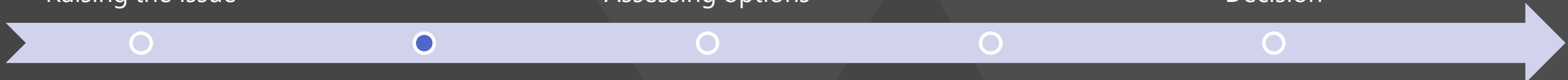
### **Operational goals**

- Reduce staff workload*
- Align with other programs*
- Show the financial picture*

Raising the issue

Assessing options

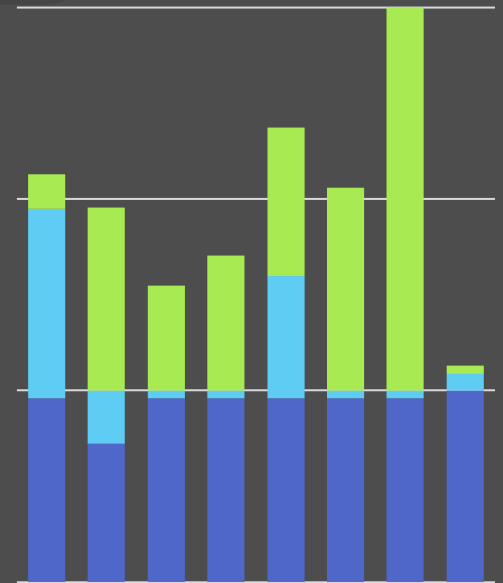
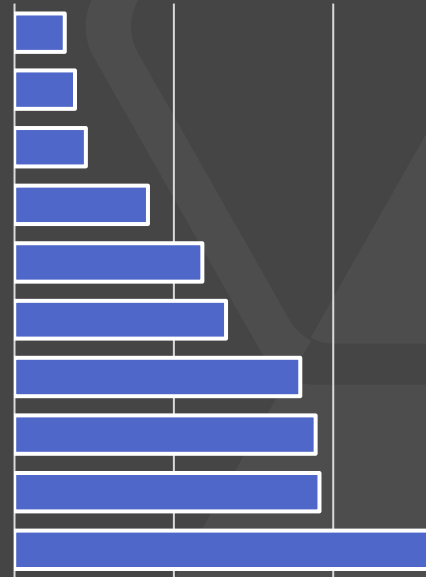
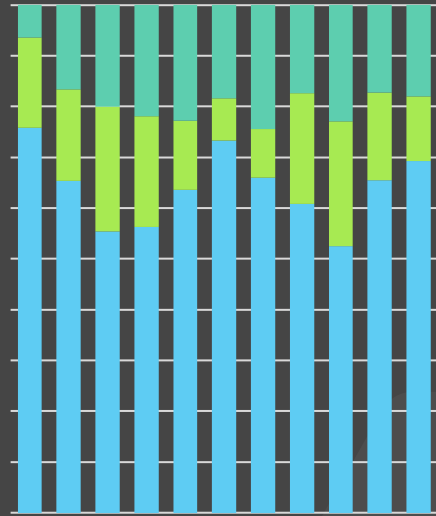
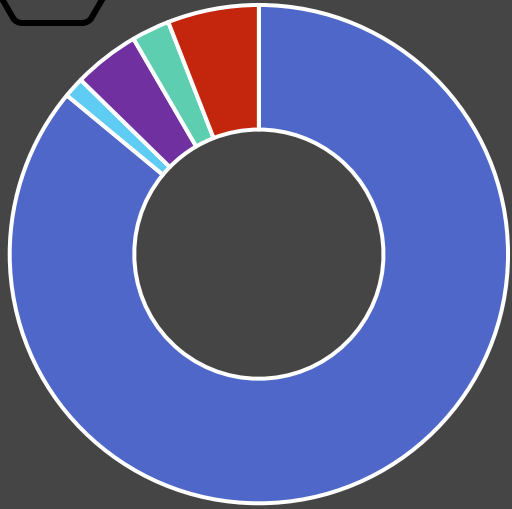
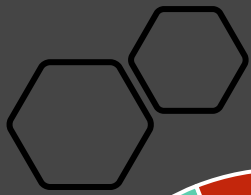
Decision



**Understanding  
the problem**

Refining the solution

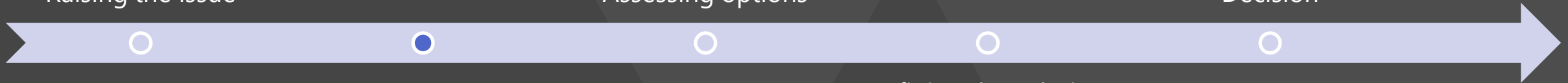




Raising the issue

Assessing options

Decision



**Understanding  
the problem**

Refining the solution





# Programmatic Goals

---

- *Minimal impact on local landowner engagement*
- *Allocation drives ROI, not match requirement*
- *Limits ability to match federal funding*





# Recovery Goals

---

- *Direct, negative impact on funding requests*
- *Leads to down-scoping*
- *Creates delays and extensions*





# Operational Goals

---

- *Meaningful drain on staff resources (fiscal & grant managers)*
- *People reporting the minimum, which obscures the financial picture*





**If match is required**

**What is eligible as match**

**Where match is required**

**How match is administered**

**Who must have match**

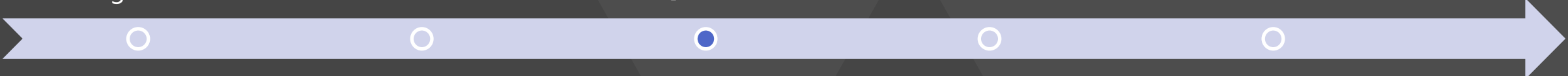
**Assessing options**

Raising the issue

Understanding the problem

Refining the solution

Decision



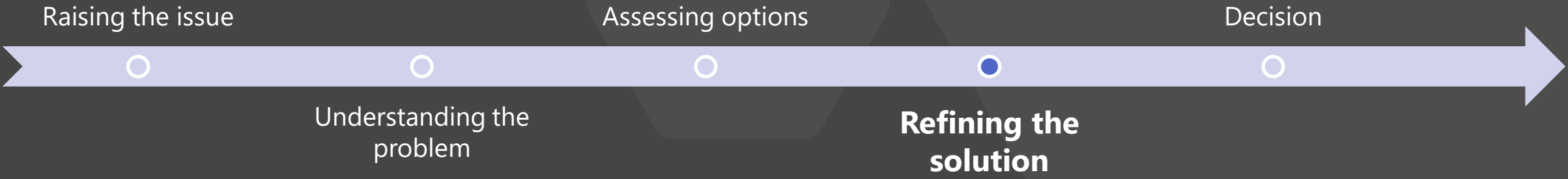




**If match is required**

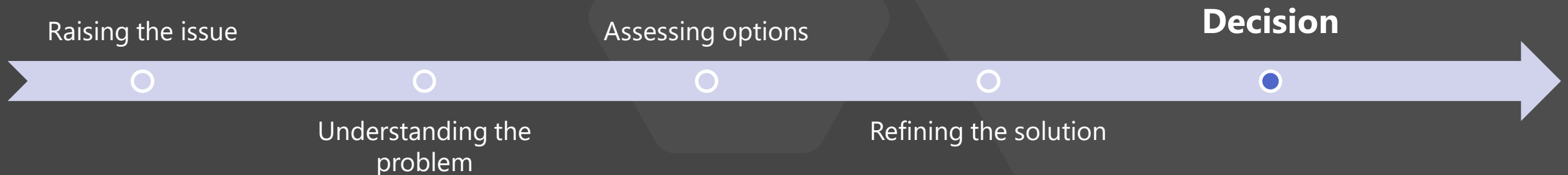
**How match is administered**

- **Ready to move away from project level, nickel & dime approach**
- **Any change must improve holistic reporting on outside funding**
- **There are some projects where it makes sense to keep match**
- **Concerned about perception from decision-makers**
- **Need to adapt if it doesn't meet objectives**





- To replace standing matching share requirements for board funded projects with a requirement to report on the outside funding (at application and final report) used to accomplish the scope of work funded by the board. The matching share requirements shall remain under the following circumstances:
  - Acquisition projects with more than fifty percent uplands, as defined in *Appendix L*.
  - Projects with riparian planting as a primary component that do not meet buffer standards as described in *Appendix K*
- The board will review two grant cycles of information once implemented





# Cost Increase Subcommittee: Notes & Recommendation from 1/31/24

---

## Key Discussion Points:

- Sponsor has not formally submitted a cost increase request
- Current cost of \$264,277 is a preliminary cost estimate
- Accommodates 3ft of freeboard – the WAC standard
- Project cost aligns with similar projects
- Funds are available and most 19-21 projects have been completed
- The project has not gone to bid for construction and cost estimate may change

## Subcommittee Recommendation:

- Approve cost increase once sponsor submits if no major changes from estimate

### Fish Barrier Removal Board cost estimate template

These budget sheets will assist the FBRB Review Panel in evaluating each project.

At least one budget detail template must be completed for a project proposal.

Applicants are encourage to consult RCO manuals for more information.

Instructions:

- \* Depending on the type or combination project, applicants should complete one or more budget sheets
- \* **Hover over a red flag** to view additional details
- \* The "**budget check**" column will calculate errors automatically. Cells in this column should = 0
- \* PLEASE **do not delete** rows, just leave the row blank
- \* Do not include a line item for contingency in your cost estimates. Ensure that each of your budget line items account for inflation and contingenci
- \* It is important to **account for all costs** associated with completing a project, both required match and other sources of funding
- \* If you need addition rows, insert them making sure the Total is picking up all the items in the section
- \* The "Total All Sheets" automatically gathers costs from the three different project types

\* For more information see the appropriate RCO Manual

Acquisition                      [Manual 3](#)

Restoration                      [Manual 5](#)

Design                              Manual 22

Please complete the following information

Project Name Little Pilchuck Creek Tributary Fish Passage (SnoCo) Proje

PRISM # 19-1615

Sponsor Snohomish Conservation District





# CUMULATIVE TOTALS

*This sheet contains automatic calculations*

Project Name	Little Pilchuck Creek Tributary Fish Passage (SnoCo) Project
PRISM #	19-1615
Sponsor	Snohomish Conservation District

	OVERALL PROJECT Cost	GRANT REQUEST Amount	PRISM MATCH Amount	MATCH NOT IN PRISM Amount	Budget Check
<u>Sheet #2 Design</u>					
Design Costs	\$ -	\$ -	\$ -	\$ -	
STotal	\$ -	\$ -	\$ -	\$ -	0
<u>Sheet #3 Restoration</u>					
Construction Costs	\$ 510,000	\$ 428,200	\$ 81,800	\$ -	0
AA&E	\$ 75,200	\$ 60,536	\$ 14,664	\$ -	0
STotal	\$ 585,200	\$ 488,736	\$ 96,464	\$ -	0
<b>GTOTAL</b>	<b>\$ 585,200</b>	<b>\$ 488,736</b>	<b>\$ 96,464</b>	<b>\$ -</b>	<b>0</b>



choose category

Construction

Construction labor
Construction supervision
Cultural resources
Demolition and site prep
Equipment and equipment use
Materials
Mobilization
Other
Permits
Project signs
Surveys

Data collection
Assessments (geologic, hydraulic, etc.)
Conceptual design
Preliminary design
Final design
Other
Administrative

Choose one

Easement
Land and improvements
Rights

Appraisal
Appraisal Review
Baseline Inventory-Easement Only
Boundary Line Adjustment
Closing and Taxes
Cultural Resources
Demolition
Environmental Audit
Fencing
NEPA Compliance
Noxious Weed Control
Recording Fees

Relocation
Signs
Stewardship Plan
Survey
Title Reports and Insurance
Wetland Delineations

Data collection
Assessments (geologic, hydraulic, etc.)
Conceptual design
Preliminary design
Final design
Cultural resources
Permits
Equipment
Survey
Other
Administrative