

FISH PASSAGE PROJECT COORDINATION HANDOUT

(for mutually involved projects between Tillamook County and resource organizations)

(i.e. What does “implement” mean?)

GENERAL POLICY STATEMENT

Given growing budget restrictions on Road Department revenues, the trend is that the Road Department financial or manpower contribution to fish passage projects is limited to certain conditions. If a culvert replacement is scheduled or anticipated by the Road Department then it may be possible or considered for the Road Department to contribute funds or manpower to further enhance a culvert replacement to make it more fish friendly than the existing culvert. If the Road Department would not otherwise schedule funds or manpower toward a culvert replacement, Road Department involvement in a proposed fish passage culvert replacement would likely be limited to review of proposed details/plans, Road Department permit processing and those actions subject to reimbursement to the Road Department. The above scenario is also subject to any input and approval that the Board of Commissioners may have on the topic.

Above policy was endorsed by the Board of Commissioners on 6/30/03.

COORDINATION ISSUES AND QUESTIONS

(that ultimately need to be resolved)

Proposal

- What is the proposal?
- How big is the project?
- What is the proposed project timeline through project completion? How long with design or construction take?
- What percentage of the project work is in a County right of way?
- What other jurisdictions or owners are involved?
 - Federal
 - State
 - City
 - Other
- Private land owners (project on or accessing through)?
- State or federal ownerships involved?

What action is requested of the County?

- Design?
- Environmental permitting?
- Permission to work in right of way?
- Easements?
- Funding?
- Construction by County Forces?
- Contract
 - Contractor acquisition/bid process
 - Contract management
 - Contractor payments
 - Construction engineering (Will the design consultant offer any technical support, if required)

Funding:

- Grant?
 - Who is acquiring grant funds for design or construction?
 - Who will manage incoming funds?
- County contribution/match?
- Other participants?
- Do any of the grant sources consists of federal funds? This affects whether a possible public contract must include federal Davis-Bacon wage requirements or not.

What is current status?

- Concept/Discussion
- Design
- Environmental Permitting
- Easements
- Construction

Detailed Questions:

- Size and estimated cost of project design and/or construction will affect project timeline
- Who is designing?
- Is the design consultant funded to develop a complete set of plans/specs or are they doing specific tasks? This has direct impact on contract administration workload by the County.
- Who is developing technical specifications?
- Who is getting environmental permitting? Is the design consultant funded to provide environmental permit support as required?
- Who is coordinating advance deconflicting on utilities in the project area? Has any advance utilities coordination work been done?
- Who is getting needed easements?

- Has advance contact been made with affected property owners for access during design/permitting work?
- Additional needed public right of way
- Slope easements
- Drainage easements
- Temporary Construction easements
- Detour routing/road closure(s), if needed/possible? **Added 7/22/03**
- Are there any obligations associated with the easements?
- Is the design consultant funded to provide legal descriptions as required?
- Note: easements involving County Forces, County administered contract/contractor or additional right of way dedications need to go through the Board of Commissioners for acceptance.
- Who is managing the project?
- Who is building the project?
- Other questions depending on proposal details?

If this is to be a County managed project:

- Has the Board of Commissioners indicated support for the project?
- What is the “vehicle” for managing County/Resource Organization requirements and grant reimbursements? Memorandum of Understanding?
- Is the grant income/expenditure projected in the Road Department approved budget?
 - This implies that the project grant funding proposal has been included in the Road Department budget, and
 - Has gone through the annual budget process prior to budget approval in June?
 - If it has not gone through the budget process, it will take specific authorization to add to the Road Department budget out of the normal budget approval cycle.