

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Office of Fire and Aviation  
3833 South Development Avenue  
Boise Idaho, 83705

April 23, 2002

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EMS Transmission 04/24/02  
Information Bulletin No. OF&A 2002-046

To: State Directors

From: Director, Office of Fire and Aviation

Subject: Fire Facilities Five Year Deferred Maintenance and Capital Improvement Plan - FY  
2004-2008 **DD: 05/24/02**

Your assistance is needed to finalize the Fire Facilities Five Year Deferred Maintenance and Capital Improvement Plan - Fiscal Years 2004-2008. This requires reviewing and revising if necessary the Project Data Sheets (PDS) you submitted for the Fiscal Years 2003-2007 plan, revising PDS forms previously submitted that do not show on the Fiscal Years 2003-2007 plan, and creating new PDS for projects that were not submitted.

The programmatic guidance and timetable for the Five-Year Plan submissions are set forth in the annual Budget Request Formulation Guidance, Attachment G, entitled "Department of the Interior Facilities Maintenance and Capital Improvements." The FY 2004 Budget Request Formulation Guidance is expected to be released in early May 2002.

To meet the expected deadlines, however, BLM needs to begin the process of updating its Five-Year Plan before the FY 2004 budget guidance and Attachment G are issued. The Department anticipates no significant changes to Attachment G. Therefore, BLM will follow last year's guidance until the FY 2004 budget guidance and Attachment G become available.

Last year's guidance is in IM WO No. 2001-169, Submission of Project Data Sheets for the Five-Year Plan for Deferred Maintenance and Capital Improvements (July 3, 2001), and IB OF&A No. 2001-037, Fire Facilities Five Year Plan Update - Fiscal Years 2003-2007.

Policy/Action:

- Field offices should begin preparing data sheets for new or revised deferred maintenance or capital improvement projects as soon as possible.
- You may propose deferred maintenance or capital improvement projects as long as the projects meet the established criteria in Attachment G and are in your approved FMAP.
- State and field office engineers should assist in formulating your projects and gathering information for the data sheet fields. The project data sheet template is in Attachment 1.

The Fire Facilities Five Year Deferred Maintenance and Capital Improvement Plan - Fiscal Years 2003-2007 as approved by the Department of the Interior is attached (Attachment 2). Some projects received by the Office of Fire and Aviation were not included in this version but will be considered in the Fiscal Years 2004-2008 update. All previously submitted projects, revised projects and new projects you submit by May 24, 2002 will be evaluated.

The Bureau Fire Facilities lead and the Engineering Advisory Team will convene in Phoenix the week of June 17 to review all BLM projects, for quality control purposes. If changes to your PDSs are required, they will be sent directly to your State FMO. These must be returned by July 1, 2002 so we may prioritize the Bureau's projects in preparation for the interagency project meeting scheduled for July, 2002. The National Office of Fire and Aviation, in coordination with the National Park Service, U.S. Fish and Wildlife Service, and Bureau of Indian Affairs, must submit the recommended Fire Facilities Five Year Deferred Maintenance and Capital Improvement Plan - Fiscal Years 2004-2008 to the Department of Interior no later than August 1, 2002.

Please email your fire program revised or new PDSs to Terry O'Connell, FA-320, by close of business May 24, 2002. Your official transmittal memorandum should list your projects by title and priority, and may be sent either electronically or hard copy. Hard copies of Project Data Sheets are not required. For questions or assistance regarding this request, please call Terry O'Connell at 208-387-5883.

Signed by:  
Lisa McDevitt  
Acting Director  
Office of Fire and Aviation

Authenticated by:  
Pat Lewis  
Supervisory Mgmt. Asst.  
Office Services

2 Attachments:

1 - Project Data Sheet Form (1p)

2 - FY 2003-2007 Five Year Plan (2pp)

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