

UNITED STATES DEPARTMENT OF THE INTERIOR
Bureau of Land Management
Office of Fire and Aviation
3833 South Development Avenue
Boise, Idaho 83705-5354

June 15, 2001

In Reply Refer To:
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EMS Transmission 06/15/01
Information Bulletin No. OF&A 2001-037

To: State Directors

From: Director, Office of Fire and Aviation

Subject: Fire Facilities Five Year Plan Update - Fiscal Years 2003-2007

Due Date: July 13, 2001

Your assistance is needed to finalize the Fire Facilities Construction Five Year Plan - Fiscal Years 2003-2007. This requires reviewing and revising if necessary the Project Data Sheets (PDS) you submitted for the Fiscal Years 2002-2006 plan, revising PDS forms previously submitted that do not show on the Fiscal Years 2002-2006 plan, and creating new PDS for projects that were not submitted. Due to the short turnaround time and expected funding levels, only submit new projects that score at least 300 points and that can be completed in Fiscal Year 2003 or 2004 if funding is approved. Projects with a ranking score under 300 or those with target completion dates in Fiscal Year 2005 or later will be requested next year.

The Fire Facilities Construction Five Year Plan - Fiscal Years 2002-2006 as approved by the Department of the Interior is attached (Attachment 1). Some projects received by the Office of Fire and Aviation were not included in this version but will be considered in the Fiscal Years 2003-2007 update. All previously submitted projects, revised projects and new projects you submit by July 13, 2001 will be considered during a Fire Facilities Construction Five Year Plan - Fiscal Years 2003-2007 Bureau project review meeting.

All PDS documents on record at the Office of Fire and Aviation will be Emailed to your State Fire Management Officer by June 18, 2001 for your review and revision if necessary. Please make sure project cost estimates, descriptions and ranking scores are up-to-date. See Attachments 2, 3 and 4 for process and ranking information. Attachment 5 is an updated PDS form for new projects you wish to submit. This PDS form is the Department approved form and allows the "Project Description" and "Project Need/Benefit" boxes to expand as you type. Please Email your revised or new PDS to Deb Rawhouser at "[Deborah Rawhouser@nifc.blm.gov](mailto:Deborah.Rawhouser@nifc.blm.gov)" by close of business July 13, 2001.

A team of BLM fire facilities and engineering representatives will convene in Boise the week of July 16 to review the BLM projects. This meeting will review and prioritize Bureau projects in preparation for the interagency project meeting scheduled for July 23, 2001. Information on the Bureau meeting will be provided shortly. The National Office of Fire and Aviation, in coordination with the National Park Service, Fish and Wildlife Service and Bureau of Indian Affairs, must submit the recommended Fire Facilities Construction Five Year Plan for Fiscal Years 2003-2007 to the Department of the Interior no later than August 1, 2001. Your assistance in meeting this deadline is greatly appreciated. For questions regarding this request, please call Sean Cross at 208.387.5444 or Andy Smith at 208.387.5161.

Signed by:

Sean C. Cross

Acting Director, Office of Fire and Aviation

Authenticated by:

Gene Lovell

Acting Mgmt. Asst.

5 Attachments

- 1 - Draft FY2003-2007 Five Year Plan (5 pp)
- 2 - Ranking Process (7 pp)
- 3 - DOI Ranking Criteria (2 pp)
- 4 - Risk Assessment Matrix (2 pp)
- 5 - DOI Project Data Sheet Form (1 p)

Distribution

State Fire Management Officers

Jay Thietten, MIB 5627

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Support Services Group Manager

Fire Operations Group Manager

Planning/Resources Group Manager

Aviation Group Manager

Attachment 1
Department of the Interior Fire Facilities Five Year Plan
FY2002-FY2006

Rev4-5-01	15:00				
BUREAU	PROJECT DESCRIPTION	State	DOI SCORE	Costs	DOI Rank
FY 2002					
BIA	Southern Pueblos Acoma lookout facility/com.	NM	790	\$41,000	1
BLM	Pocatello Airtanker Base	ID	700	\$350,000	2
NPS	Golden Gate Rehabilitation Work in Mobilization Center Restrooms	CA	540	\$50,000	3
BLM	Wagontire Lookout Construct New Lookout	OR	400	\$41,600	4
BLM	Saint George Helibase Construct Complete Helibase Including Offices and Helipads	UT	400	\$138,320	5
BLM	Pine Valley Fire Station Construct BLM Standard Fire Facility	NV	400	\$551,200	6
BLM	Pahrump Fire Station Construct BLM Standard Fire Facility	NV	400	\$551,200	7
BLM	Las Vegas Fire Station Construct Engine Storage, Offices and Restrooms	NV	400	\$130,000	8
BLM	Jackson Hotshot Office Construct Day Use Facility	MS	400	\$156,000	9
BLM	Atomic City Fire Station Construct New BLM Standard Fire Facility	ID	390	\$360,000	10
BLM	Kimama Fire Station Construct BLM Standard Fire Facility	ID	375	\$644,800	11
BLM	Hailey Fire Station	ID	375	\$644,800	12
BLM	Carey Fire Station Construct BLM Standard Fire Facility	ID	375	\$644,800	13
BIA	Mescalero Lookout Towers	NM	370	\$110,000	14
BLM	Malta Fire Station Construct BLM Standard Fire Facility	ID	340	\$104,000	15
BLM	Lakeview Helibase Construct complete Helibase including Offices and Helipads	OR	340	\$196,248	16
BLM	Burns Helibase/Office Construct New Offices and Helipads	OR	340	\$320,000	17
BLM	Big Butte Lookout Construct New Lookout Facility	ID	340	\$25,000	18
BLM	Alaska Fire Service Seismic upgrade Retrofit Building to Meet Standards	AK	340	\$498,160	19
BLM	Knotch Butte Lookout Construct New Lookout	ID	330	\$180,000	20
BLM	Kimama Butte Lookout Construct New Lookout Facility	ID	330	\$240,000	21
BLM	Susanville Dispatch Center Reconstruct Interagency Dispatch Center	CA	325	\$578,172	22
BLM	Ft. Wainright Storage Reconstruct a Facility for Storage of Materials During Freezing Period	AK	320	\$104,000	23
BLM	Bell Mt Lookout Construct New Lookout Facility	ID	320	\$190,000	24
BIA	Warm Springs Office renovation	OR	310	\$176,000	25
BIA	Southern Ute Office and training facility	CO	310	\$35,000	26
BIA	Ft. Apache Office, warehouse, capitalized equip storage	AZ	310	\$1,774,000	27
BIA	Choctaw Engine storage	OK	310	\$44,000	28
BIA	Crow Hazardous Materials Storage	MT	310	\$46,000	29
BLM	Zortman Fire Station Complete Reconstruction of Fire Facility	MT	310	\$93,784	30
BLM	Las Cruces Engine Storage Construct Facility for Engine Storage	NM	310	\$20,800	31
BLM	Jordan Fire Station Construct BLM Standard Fire Facility	MT	310	\$330,720	32
BLM	Dolores Station Construct Engine Storage, Offices and Cache	CO	310	\$156,000	33
BLM	Albuquerque Engine Storage Construct Engine Storage Facility	NM	310	\$20,800	34
FWS	Little Pend Oreille Fire Station Construct FWS Standard Fire Quarters	WA	310	\$416,000	35

NPS	Sleeping Bear South Manitou Fire Cache Build Wildland Fire Cache	MI	310	\$185,730	36
NPS	Shenandoah North District Cache Build Engine Storage	VA	310	\$225,444	37
NPS	Sequoia Grant Grove Engine Barn Rebuild existing Facility	CA	310	\$43,000	38
NPS	Ozark NR Big Springs Fire Cache Rehabilitate/ Expand Existing Facility	MO	310	\$219,000	39
NPS	Glacier Two Medicine Fire Cache Build New Fire Cache	MT	310	\$66,000	40
NPS	Glacier St. Mary Fire truck Garage Build New Fire Engine Storage	MT	310	\$132,000	41
NPS	Glacier HQ Fire Truck Garage Build New Engine Storage Building	MT	310	\$90,917	42
BLM	Craig Engine Storage and Fill Pipe Construct Hazardous Waste Containment System	CO	300	\$106,519	43
NPS	Bandelier NM Rehabilitate Fire Tower	NM	300	\$33,000	44
BLM	Grass Valley Fire Station Construct Offices and Engine Bays	OR	295	\$182,050	45
BLM	Craig Fire Station Resurface/ Repave Yard at Station	CO	295	\$219,167	46
BIA	Jicarilla Warehouse for capitalized equipment	NM	290	\$500,000	47
BLM	Vale Engine Storage Construct Engine Storage Facility	OR	250	\$187,567	48
BLM	Muskrat Engine Storage Construct Engine Storage	UT	250	\$129,090	49
BLM	Juntura Engine Storage Construct Facility for Engine Storage	OR	250	\$88,267	50
BLM	Jordan Valley Engine Storage Construct Facility for Engine Storage	OR	250	\$97,094	51
BLM	Dubois Fire Station Add Steps, Decking and Lighting to Existing Station	ID	250	\$335,000	52
BLM	Dayville Fire Station Construct Office and Training Area	OR	250	\$165,000	53
BLM	Bridger Fire Station Construct BLM Standard Fire Facility	MT	250	\$93,784	54
FWS	Great Dismal Swamp Cache Construct Standard Fire cache	VA	250	\$496,501	55
NPS	Sequoia Mineral King Engine Garage Build New Engine Storage	CA	250	\$409,922	56
NPS	Lake Meredith Fire Cache Finish Work Started by the Park and Complete Cache	TX	250	\$171,260	57
NPS	Glacier NP. Rehabilitate Apgar Lookout	MT	250	\$20,000	58
NPS	Glacier NP. Rehabilitate Porcupine Lookout	MT	250	\$49,000	59
NPS	Glacier NP Rehabilitate Loneman Lookout Tower	MT	250	\$38,000	60
NPS	Big South Fork Kentucky Fire Cache Rebuild Existing Fire Cache	KY	250	\$79,200	61
NPS	Big South Fork Tennessee Fire Cache Build New Fire Cache	TN	250	\$472,616	62
NPS	Badlands Fire Cache Construct Fire Cache	SD	250	\$246,796	63
BLM	Galena Tanker Base Rebuild Air Tanker Base	AK	220	\$1,114,369	64
NPS	Voyageurs Cache Build New cache	MN	220	\$42,147	65
BLM	Montrose Fire Office Add to Existing Office	CO	190	\$33,100	66
NPS	Sequoia and Kings Canyon. Helispot Improvements	CA	180	\$44,000	67
NPS	Gulf Islands Build Fire Cache	FL	180	\$209,520	68
BLM	Wickenburg Fire Station Construct BLM Standard Fire Facility	AZ	175	\$811,504	69
BIA	Crow Helitack office and storage	MT	160	\$125,000	70
BLM	Ekalaka Fire Station Garage Construct Vehicle Storage, Cache and Work Area	MT	160	\$93,784	71
BLM	Idaho Falls Fire Station 2 Construct Office Space	ID	140	\$99,300	72
BLM	Chinks Peak Lookout Construct New Lookout Facility	ID	140	\$25,000	73
BLM	Cedar City Interagency Equipment Construct BLM Standard Fire Facility	UT	120	\$165,500	74
BLM	Improvements at Pocatello # 6 Additional Construction of Steps, Roofing, and Lighting	ID	110	\$21,218	75
BIA	Northern Cheyenne Renovation to provide additional office space	MT	100	\$119,000	76
BIA	Navajo Warehouse and engine storage	NM	100	\$233,000	77

DOI	Design / Construction Contingencies	Multi		\$1,593,230	78
	Subtotal FY 2002			\$19,774,000	
FY2003					
FWS	Columbia NWR Crew Bunkhouse	WA	950	\$444,000	79
BLM	Grand Junction Dispatch Center Reconstruct Dispatch Office, Smoke jumper and Air Support	CO	780	\$662,002	80
FWS	Des Lacs NWR Lostwood Bunkhouse Rehab	ND	650	\$20,000	81
FWS	Salton Sea	CA	650	\$21,405	82
BLM	Alaska Fire Service Barracks Build New Fire Crew Barracks	AK	650	\$14,851,200	83
FWS	St. Marks NWR Repair fire crew quarters	FL	650	\$12,500	84
BLM	Fort Rock & Gerber Wash Racks	OR	600	\$235,000	85
BLM	LSRD Fire Administration Maintenance	ID	580	\$228,000	86
BIA	Mescalero Warehouse	NM	440	\$582,000	87
BIA	Ramah Navajo Office	NM	440	\$242,000	88
BLM	Lakeview Phone & Computer line upgrades	OR	420	\$110,000	89
BLM	Lakeview Interagency Fire Center and Cache	OR	360	\$172,750	90
BLM	Fuel storage and overhead fill for Gerber, Fort Rock, And Lakeview Fire Guard Stations	OR	350	\$86,000	91
BLM	Boise Helibase / Air Attack Base	ID	340	\$150,000	92
FWS	Florida Panther NWR Office and Conference facility	FL	300	\$141,300	93
DOI	Design / Construction Contingencies	Multi		\$1,815,843	94
	Subtotal FY2003			\$19,774,000	
FY2004					
BLM	Grand Junction Air Center/ Fire Suppression Support Facilities Phase II	CO	780	\$1,827,998	95
BLM	Seat Base Improvements	OR	300	\$123,000	96
BLM	Bruneau Guard Station	ID	260	\$750,000	97
BIA	Cheyenne-Arapaho Renovation of Existing Station	OK	250	\$30,000	98
BLM	AFS Fire Service Maintenance Shop	AK	200	\$500,000	99
BLM	Caliente Fire Station	NV	200	\$575,000	100
BLM	Green Mt. & Bryant Mt. Lookouts	OR	200	\$176,000	101
BLM	Pony Springs Fire Station Completion	NV	200	\$350,000	102
BLM	Big Butte Lookout	ID	190	\$225,000	103
NPS	Denali Fire Wing on Building 118	AK	180	\$400,000	104
BLM	Wild West Upgrade	ID	180	\$414,000	105
BIA	Southern Ute Renovation of Existing Station	CO	160	\$61,000	106
BLM	Idaho Falls Fire Station 2	ID	140	\$650,700	107
BLM	Cedar City Interagency Equipment Storage	UT	120	\$275,000	108
NPS	Lake Mead Wildland Fire Base Build New Cache, Offices and Engine Storage	NV	100	\$529,050	109
NPS	Chickamauga and Chattanooga NMP Rebuild Fire Cache	GA	100	\$15,995	110
NPS	Isle Royale West Fire Cache Replace Existing Small Cache	MI	100	\$44,558	111
FWS	Sheldon NWR Fire Guard station	NV	100	\$263,250	112
FWS	Buenos Aires Fire Station Construct FWS Standard Fire Quarters	AZ	100	\$332,104	113
FWS	Havasu Fire Station Construct FWS Standard Fire Quarters	AZ	100	\$332,104	114
FWS	Bitter Creek Fire Cache Construct Fire Cache	CA	100	\$12,137	115
NPS	Great Basin Fire Facility Build New Fire management Facility	NV	100	\$515,258	116

NPS	Big Cypress Additional Lands Fire Station Construct New Fire Station	FL	100	\$413,751	117
BIA	Northern Pueblos Office	NM	100	\$1,547,000	120
DOI	Contingency Funds			\$1,089,095	121
	Subtotal FY2004			\$11,452,000	
FY2005					
FWS	Blackwater Fire Cache Construct Fire Cache	MD	100	\$55,167	122
FWS	Blackwater Quarters Construct FWS Standard Fire Quarters	MD	100	\$496,501	123
BIA	Cheyenne River Warehouse for capitalized equipment	SD	100	\$339,000	124
BLM	Pocatello Fire Station #6	ID	100	\$750,000	125
BLM	Grand Junction Engine Storage Construct Engine Storage Facility	CO	100	\$100,404	126
NPS	Canaveral Fire Cache Build New Fire cache	FL	100	\$283,247	127
BLM	Montrose Fire Station Paving Pave Fire Engine Yard	CO	100	\$175,430	128
BLM	Medford Dispatch Center Construct Interagency Fire Dispatch Center	OR	100	\$364,101	129
FWS	Ananuc Quarters Construct FWS Standard Fire Quarters	TX	100	\$319,967	130
FWS	Bitter Creek Flammable Storage Construct facility for Proper Storage of Flammables	CA	100	\$22,879	131
BLM	Shoshone Training Facility Build Training Facility	ID	100	\$49,650	132
NPS	Mesa Verde Chapin Helibase Operations Building - Helipad	CO	100	\$190,000	133
NPS	Sleeping Bear Glen Haven Fire Cache/Engine Storage	VA	100	\$58,500	134
BLM	Salmon Engine Storage Build Engine Storage facility	ID	100	\$44,133	135
BLM	Salmon Fire warehouse remodel Add Restrooms and Offices to Existing Facility	ID	100	\$44,729	136
BIA	Alabama-Coushatta Office and Engine Storage	OK	100	\$200,000	137
BIA	Comanche Office and Engine Storage	OK	100	\$200,000	138
BIA	Concho Office and Engine Storage	OK	100	\$265,000	139
BIA	Mescalero Replacement of a Helitack Facility	NM	100	\$125,000	140
BIA	PAO Metlakatla Build Fire Cache and Engine Storage	WA	100	\$73,438	141
BIA	Salish & Kootenai Equipment Storage Build Fire Cache and Engine Storage	MT	100	\$79,175	142
BIA	Sisseton Equipment Storage Build Fire Cache and Engine Storage	SD	100	\$164,088	143
BIA	Southern Pueblo Communications Build Remote Communications Repeater Facility	NM	100	\$24,097	144
BIA	Ute Mt. Engine Garage Build Storage For Wildland Engines.	NM	100	\$57,373	145
DOI	Contingency Funds			\$518,121	146
	Subtotal FY2005			\$5,000,000	
FY2006					
BIA	Truxton Canyon Storage Build Fire Cache and Engine Storage	AZ	100	\$608,159	147
BIA	Winnebago Equipment Storage Build Fire Cache and Engine Storage	NE	100	\$145,729	148
FWS	J Clark Salyer NWR ND Interagency Dispatch/cache	ND	100	\$337,920	149
NPS	Shenadoah South District Engine Storage	VA	100	\$322,304	150
BIA	Uintah and Ouray Storage Build Fire Cache and Engine Storage	UT	100	\$657,500	151
FWS	Western Oregon NWRC (Finley NWR) Fire Guard station	OR	100	\$552,000	152
NPS	Whiskeytown Wildland Fire Cache	CA	100	\$306,200	153
BLM	Snake River Engine Storage Build Engine Storage facility	OR	100	\$88,267	154
BLM	Worland/Casper Engine Storage Build Engine Storage Facility	WY	100	\$175,430	155
BIA	Billings Region Fire Cache for Equipment	MT	100	\$579,000	156
BIA	Mescalero Fire Training Facility	NM	100	\$200,000	157

BIA	Navajo Helitack facility	AZ	100	\$125,000	158
BIA	Northern Pueblos Helitack Facility	NM	100	\$125,000	159
NPS	Yosemite Crane Flat Helipad	CA	100	\$22,000	160
DOI	Contingency Funds			\$558,361	161
	Subtotal FY2006			\$4,802,870	

Attachment 2
Fire Deferred Maintenance and Capital Improvement Five Year Plan
Ranking Process

A. General Process

1. States must ensure that each facility is identified as part of the most efficient organization in the approved current Fire Management Plan (FMP), or equivalent documentation where FMP's do not apply. Interagency project proposals must be supported by formal letters of intent or agreement from partner agencies.
2. Field areas/states submit a Department of the Interior Fire Deferred Maintenance and Capital Improvement Project Data Sheet (PDS) for each new proposed project. Field areas/states may also submit revised PDS forms for projects previously submitted but not yet funded. Minor revisions that are basically refinements in the project's scope and/or cost will be treated as an update to the PDS. The field areas/states will revise the current PDS form and submit it noting that it is a revision. Major revisions in scope and/or cost will be treated as a new project to be ranked, replacing the previous project. States must notify the Agency National Office of any project that has been cancelled. The PDSs must be developed in consultation with engineering.
 - a. Field areas/states must make sure all Project Data Sheet required fields are complete (see Section B).
 - b. Field areas/states must use the DOI Fire Ranking Criteria and calculation method for arriving at the "Total Project Score" (see Section C).
 - c. PDS "Project Needs/Benefits" statement must support the percentages assigned in the ranking categories.
 - d. The PDS must not be longer than two pages. Use nothing smaller than Times Roman 9-point font.
3. Bureau National Office verifies the DOI Fire Ranking Categories on the PDS form(s) assigned by field/state offices.
4. After verifying submissions, the Bureau National Office establishes priorities for the new proposed projects and revised out year projects currently in the Five Year Plan. This is accomplished by using the Ranking process outlined by the Department. For those projects that receive the same total ranking scores, priorities are established using fire workload data (numbers of fires, length of season, values at risk, etc.) to determine where the highest and most rapid return on the investment will be realized.
5. DOI Fire Facilities Team (BLM, BIA, FWS, NPS) develops and submits the annual proposed Interior Fire Deferred Maintenance and Capital Improvement Five Year Plan along with the proposed budget year's PDSs .

6. The Bureau National Office notifies the states/field areas of the final status of their proposed projects when the Budget Justification document is approved as part of the President's Budget.

B. Project Data Sheet Required Fields

Field areas/states must provide the following information on the PDS for each project:

- Identify the date (month/day/year) the sheet is created in the upper right corner above the box containing Bureau Priority/Ranking. Put an “N” before the date if the PDS is a new project. Place a “R” before the date if the PDS is revised and follow the date with the current project ranking order number(#). For example - R 6/20/01 #34.
- Do not complete any items in the upper right hand corner box of the PDS if it is a new (N) PDS. If it is a revised (R) PDS, make sure the data is consistent with the previously ranked PDS.
- Complete all of the data fields in the “Project Identification” box, **except** for the “Project No.” This item will be entered by the National Office when the project is funded.
- Complete all of the data fields in the “Project Justification” box. (See the ranking information below to complete the “Total Project Score” item.)
- Complete all of the data fields in the “Project Costs and Status” box **except** the bottom line containing five data fields (Dates, Construction Start, Sch'd, Project Data Sheet... , Unchanged Since...).

C. Total Project Score Calculation

The “Total Project Score” is calculated by using weighted DOI Fire Ranking Criteria and total project cost estimates. To provide greater consistency Department-wide, projects are to be ranked using the criteria and standard weighting factors based on the percentage of the project cost associated with each of the relevant ranking category. Note, components of the overall project will likely apply to several different ranking category. Determine the percentages in each ranking category as follows (see Arrowhead Fire Station Example, Section D):

1. Determine the Project Cost Estimate
 - a. Field areas must consult with engineering to develop the estimated costs for the total facility (for both deferred maintenance [replacement] and/or capital improvement [new construction] projects). The field offices detailed cost estimate should include all expected cost associated for all major features of the project.
 - a. Cost estimates must include all project costs, i.e. survey and design, construction, and contract administration. Site planning and clearances frequently have to be accomplished prior to receiving the project construction funds, and therefore are not part of the PDS cost estimate.
 - a. A contingency based on the “Class of Estimate” shall be included. (See Arrowhead Fires Station example).

- a. All project total costs should be stated in values that represent the budget year (the first year) of the Five Year Construction Plan. The inflation adjustment factor should be 4% per year for out years.
 - a. Round costs to the nearest thousand dollars.
2. Determine the Project's Percentage by Ranking Category
- a. Field office reviews both the "Project Description" and the "Project Need/Benefit" in the PDS, and the DOI Ranking Categories descriptions and examples (see Attachment 3).
 - b. Field office identifies each major feature in the cost estimate as either "Deferred Maintenance" or "Capital Improvement." A replacement building for one that is beyond economical repair, and for the same square footage and purpose as the original building/structure, will be considered Deferred Maintenance. If it is larger and/or involves purposes beyond the original purpose, it is Capital Improvement.
 - c. Field office identifies each feature in the cost estimate as health & safety, resource protection, or mission critical.
 - d. Field office identifies each feature's risk level as high, medium or low. Field offices may complete a Risk Assessment Matrix to assist in this process if they wish (see Attachment 4).
 - e. Field office determines the Ranking Category(s) from the three previous steps for each feature of the cost estimate.
 - f. Determine the percentage for each feature based on the total cost of the project.
 - g. Field office adds the percentages of each feature within the same ranking category to determine the total percentage for each ranking category.
 - h. Field office rounds percentages up or down to the nearest whole percent.
 - i. Field office determines the percentage that applies to each relevant Ranking Category based on the comparison of the Project's Description and the Need /Benefit with the Ranking Categories descriptions and examples,
 - j. Field office enters the percentages for each of the relevant Ranking Category on the PDS. **NOTE:** Information that describes each primary feature of the project, that has been placed into a ranking category, **MUST** be fully supported by statements made in the PDS, "Project Needs Benefits" statement box . The statement should also contain a justification that relates back to the risk assessment (critical or non-critical) for each ranking category. **NOTE,** Verification of the PDS will involve a cross-check with the Fire Plan and workload statistics. Categories not fully supported by a narrative will be adjusted to agree with the narrative during the verification of the ranking criteria by the Bureau's National Office
3. Calculate the Projects Total Score

- a. The project’s Total Score and ranking is determined using the following formula calculation: Total Project Score = (% CHSdm x 10) + (% CHSci x 9) + (% CRPdm x 7) + (% CRPci x 6) + (% CMdf x 4)+ (% C&Odm x 3) + (% OCI x 1)

Ranking Categories	Weighting Factors
Critical Health and Safety - Deferred Maintenance (CHSdm)	10
Critical Health and Safety - Capital Improvement (CHSci)	9
Critical Resource Protection - Deferred Maintenance (CRPdm)	7
Critical Resource Protection - Capital Improvement (CRPci)	6
Critical Mission - Deferred Maintenance (CMdf)	4
Compliance and Other Deferred Maintenance (C&Odm)	3
Other Capital Improvement (OCI)	1

- a. When the calculation is completed enter the “Total Score” in the appropriate box in the PDS.

D. Arrowhead Fire Station Example

1. Project Description Example:

Remove the existing Arrowhead Fire Station trailers. Construct a new Crew Quarters of approximately 3,000 sq. ft. at the Arrowhead Fire Station for 11 resident employees. Construct a fire cache to support two engines, a back up crew and the fuels treatment activities, one engine bay, workshop, office space for a station manager, engine foremen, and a public contact area, plus restrooms. A new well is proposed along with replacement of the septic system. Construct an engine wash down area, security fencing, employee parking area, and lighting of the entire compound. The entire parking area is to be covered in 3/4 inch gravel.

2. Project Needs/Benefits Example:

The Arrowhead Fire Station consists of two 1970 house trailers totaling approximately 2,000 square feet. It is currently being used as an office, living quarters for 11 employees, and a small fire cache to support the engines. This level of staffing is justified in the area fire plan and involves suppression, hazardous fuels abatement, and Wildland Urban Interface work in an area with a high fire occurrence. The soil is highly erosive and the fires have necessitated extensive and costly emergency fire rehabilitation measures. Post burn soil loss and a conversion to more flammable species is imposing an increased threat to both the remaining resources and the Wildland Urban Interface. The trailers are not UFAS/ADA Compliant nor do they provide for gender specific facilities. The facility is also the point of contact for the

public to obtain wood cutting and fire permits, and to report fires. The wiring does not meet code, people have been shocked and a citation has been issued over the condition of the wiring. The insulation is old and the windows do not meet energy standards. The engines are parked outside and there is no place to work on them or the tools. The trailers are not properly anchored to meet wind and seismic standards. The well does not produce sufficient water for the numbers of people using the station, The septic system has failed numerous times and is leaking into an adjacent wetlands area. There is no commercial facility within a half hour drive to wash the engines down and capture the run off which often contains oil, retardants, and noxious weed seeds. Employee vehicles are parked around the station without any security, particularly when they are absent from the area due to fires

3 Ranking Categories Example

<u>0</u> % Critical Health and Safety - Deferred Maintenance	<u>0</u> % Critical Mission - Deferred Maintenance
<u>52</u> % Critical Health and Safety - Capital Improvement Maintenance	<u>2</u> % Compliance & Other Deferred Maintenance
<u>0</u> % Critical Resource Protection - Deferred Maintenance	<u>24</u> % Other Capital Improvement
<u>22</u> % Critical Resource Protection - Capital Improvement	

4. Development Logic For The Above Categories:

- a. Critical Health and Safety - Deferred Maintenance of 0% is entered as the full project proposal is for NEW construction for all aspects of the project. The project specifies construction of a larger facility and therefore does not qualify as Deferred Maintenance.
- b. Critical Health and Safety - Capital Improvement of 52% has been entered because the cost estimate for the needed construction of new quarters and the Operations building, represents more than half of the total cost project estimate This category applies to the crew quarters because statements about Notices of Violations on the electrical system, no sprinkler and alarm systems in residential quarters, and that the existing quarters facility is deteriorated beyond economical repair. It applies to part of the Operations building (estimated at one third) because of the statement about high fire occurrence and the threat of fire spread to the wildland urban interface.
- c. Critical Resource Protection - Deferred Maintenance of 0% is entered as the proposal is for NEW construction for all aspects of the project.
- d. Critical Resource Protection - Capital Improvement of 22% applies because it is stated that the sewage system has failed beyond repair and is impacting the environment, and a wash down area is needed to protect the environment from the spread of noxious weeds

from the seeds. The cost of the wash down was split 50/50 with ranking categories CRPci and C&Odm. It also includes one third of the cost of the Operations building because of the because of the statement that the soil is highly erosive and the fires have necessitated extensive and costly emergency fire rehabilitation measures. Post burn soil loss and a conversion to more flammable species is imposing an increased threat to both the remaining resources..

- e. Critical Mission - Deferred Maintenance of 0% is entered as the proposal is for NEW construction. Repairs are not logical, practical or economical
- f. Compliance and Other Deferred Maintenance of 2% was used because the project calls for constructing an engine wash down area to meet EPA guidelines regarding run-off containing oils and retardants. The wash down would not be approved if the facility was within a reasonable driving distance of a commercial facility. This category could apply because the proposal identifies the need for ADA compliance. However, the government can't build a new facility without meeting these standards and therefore not considered a part of C&Odm category.
- g. Other Capital Improvement of 24% was used because twenty four percent of the projects cost involved the installation of a new well, security fence, security lightning, graveling the lot and an increase in the Operations building to provide a work shop and engine bay and increased fire cache space.

Arrowhead Fire Station - Cost & Ranking Worksheet

Category Feature	Costs (\$)	% of Category	Weighting Factor	Rank Points
Critical Health and Safety Capital Improvement				
Standard crew quarters package 3000 sq. ft x \$94	282,000			
Removal of old trailers	6,000			
33% of Operations Building	133,300			
Total CH&Sci	421,300	52%	9	468
Critical Resource Protection-Capital Improvement				
Replac ement of septic system and lea ch field	32,000			
50% of engine wash down area	15,000			
33% of Operations Building	133,300			
Total CRPci	180,300	22%	7	154
Compliance & Other Deferred Maintenance				
50% of engine wash down area	15,000			

Total C&Odm	15,000	2%	3	6
Other Capital Improvement				
New Well	30,000			
Fencing	10,000			
Lighting	5,300			
Graveling of parking 200' x 200'	16,000			
33% of Operations Building	133,300			
Total OCI	194,600	24%	1	24
Total Costs w/o Indirect Costs and Inflation	811,200			
		100%		652
Indirect Costs				
Contract Survey and Design Labor 2wm @ 6,000	12,000			
Contract Survey and Design Travel 2 weeks @ 500	1,000			
Contract Inspection Labor 3 wm @ 6,000	18,000			
Contract Inspection Travel 6 Weeks @ 500	3,500			
Total Indirect	34,500			
Total Project Costs	845,700			

Attachment 3
Department of the Interior (DOI) Fire Ranking Categories

- 1. Critical Health and Safety - Deferred Maintenance** A facility deferred maintenance need that poses a **serious threat** to public or employee safety or health.

Examples:

- A building that is diagnosed to be at high risk for structural failure.
- Compliance with Notices of Violation (OSHA, EPA, FAA, etc.).
- Implementation of court-ordered repair or clean-up schedules.
- Repair an existing failing fire alarm or sprinkler system.
- Replacement facility/structure of the same size and purpose that is deteriorated beyond economical repair.

- 2. Critical Health and Safety - Capital Improvement Needed.** A condition that poses a **serious threat** to public or employee safety or health that can only be reasonably abated by the construction of a new fire facility, or new components of a facility.

Examples:

- Construction of new facilities to comply with Notices of Violation
- Installation of fire alarm and sprinkler system in a residential building where one did not previously exist.
- Construction of a new facility to replace one that is deteriorated beyond economical repair.
- Installation of a facility to reduce the documented moderate to high threat of a wildland fire spreading into the Urban Wildland Interface.

- 3. Critical Resource Protection - Deferred Maintenance.** A facility deferred maintenance need that poses a **serious threat** to natural or cultural resources.

Examples:

- Repair of a waste water system that has breached and/or is leaking into wetlands.
- Repair of a facility that provides protection to the Wildland Urban Interface that has a documented moderate- to- high risk of wildland fire.

- 4. Critical Resource Protection - Capital Improvement Needed.** A condition that poses a **serious threat** to natural or cultural resources.

Examples:

- Installation of a waste water system to prevent degradation of the environment.
- Installation of a facility providing protection from a documented moderate- to- high threat from wildland fire to critical habitat(s) or cultural resources.

5. Critical Mission - Deferred Maintenance. A facility deferred maintenance need that poses a **serious threat** to a bureau's ability to carry out its mission.

Examples:

- Renovation of existing facilities that compromises the ability to provide security and or protection of major fire management equipment from theft, vandalism, and other hazards.
- Repair of deferred maintenance items at a fire facility that if not accomplished will compromise the public investment in the facility.
- Renovation of facilities to provide for the agreed on co-location of fire personnel and equipment for increased operational efficiency with other federal, state, and local agencies.
- Facility repair or rehabilitation to increase program efficiency and a more effective work environment.

6. Compliance and other Deferred Maintenance. A facility deferred maintenance need that will improve public or employee safety, health, or accessibility; compliance with codes, standards, laws, regulations, complete unmet programmatic needs and mandated programs; protection of natural and cultural resources or to bureau's ability to carry out its assigned mission.

Examples:

- Provide for universal accessibility.
- Compliance with federal, state, and/or local building codes.
- Energy conservation projects

7. Other Capital Improvement Needed. The construction of a new facility or the expansion or rehabilitation of an existing facility to accommodate a change of function or new mission requirements.

Example:

- Construction of a new fire facility at a new unit
- Construction of new facilities to provide security and or protection of major fire management equipment from theft, vandalism, and other hazards
- Relocation of facilities to provide for the agreed on collocation of fire personnel and equipment for increased operational efficiency with other federal, state, and local agencies.

Attachment 4
Optional Risk Assessment Matrix

The table below provides a matrix for estimating the risk of a proposed project. Each project must be evaluated to estimate the risk associated with not performing the needed work. The risk of an unwanted event is defined as the probability that the event will occur and the expected severity of impact (damage) of the event if it did occur. The key outcome of this assessment is to identify whether a project is “Critical” or “Noncritical”. This information is then used to identify the appropriate DOI Fire Ranking Category. Projects where there is a imminent threat with a catastrophic or serious impact expected are emergency projects. These projects should be funded using current year funding and therefore are not included in the table.

Severity of Impact	Probability of Event Occurrence		
	High < 2 Years	Medium 2-5 Years	Low > 5 years
Catastrophic	Critical	Critical	Noncritical
Serious	Critical	Noncritical	Noncritical
Moderate	Noncritical	Noncritical	Noncritical
Insignificant	Noncritical	Noncritical	Noncritical

Definitions

High: An event is most likely to occur within two years.

Medium: An event is likely to occur within two to five years.

Low: An event is unlikely to occur before five years.

Catastrophic: An event which involves loss of human life and/or complete destruction of a facility or resource.

Serious: An event which involves a disabling injury or illness and/or extensive damage to a facility making it unusable or extensive damage to a resource.

Moderate: An event which involves a non-disabling injury or illness and/or moderate damage to a facility making it usable with restrictions or moderate damage to a resource.

Insignificant: An event which involves first-aid injury or illness and/or minor damage to a facility or resource.

Critical: A project identified as a Critical need should be corrected during the current or next year budget cycle. Critical needs are top priorities after emergencies.

Noncritical: A project identified as a Noncritical need should be funded after emergencies and Critical need projects due low probability of an event occurrence and level of impact.

**Attachment 5
DEPARTMENT OF THE INTERIOR MAINTENANCE AND CAPITAL IMPROVEMENT PLAN
FY 2003 - 2007**

**Bureau of Land Management
PROJECT DATA SHEET**

Bureau Priority/Ranking	
Planned Funding FY	
Funding Source:	

Project Identification

Project Title:		
Project No.:	Unit/Facility Name:	
Region/Area/District:	Congressional District:	State:

Project Justification

<u>Project Description:</u>								
<u>Project Need/Benefit:</u>								
Revision Statement:								
<u>Ranking Categories:</u> Identify the percent of the project that is in the following categories of need. <table> <tr> <td>_____ % Critical Health or Safety Deferred Maintenance</td> <td>_____ % Critical Mission Deferred Maintenance</td> </tr> <tr> <td>_____ % Critical Health or Safety Capital Improvement</td> <td>_____ % Critical Mission-Capital Improvement</td> </tr> <tr> <td>_____ % Critical Resource Protection Deferred Maintenance</td> <td>_____ % Compliance & Other Deferred Maintenance</td> </tr> <tr> <td>_____ % Critical Resource Protection Capital Improvement</td> <td>_____ % Other Capital Improvement</td> </tr> </table>	_____ % Critical Health or Safety Deferred Maintenance	_____ % Critical Mission Deferred Maintenance	_____ % Critical Health or Safety Capital Improvement	_____ % Critical Mission-Capital Improvement	_____ % Critical Resource Protection Deferred Maintenance	_____ % Compliance & Other Deferred Maintenance	_____ % Critical Resource Protection Capital Improvement	_____ % Other Capital Improvement
_____ % Critical Health or Safety Deferred Maintenance	_____ % Critical Mission Deferred Maintenance							
_____ % Critical Health or Safety Capital Improvement	_____ % Critical Mission-Capital Improvement							
_____ % Critical Resource Protection Deferred Maintenance	_____ % Compliance & Other Deferred Maintenance							
_____ % Critical Resource Protection Capital Improvement	_____ % Other Capital Improvement							
<table> <tr> <td>Capital Asset Planning 300B Analysis Required:</td> <td>Yes</td> <td>No</td> <td>Total Project Score:</td> </tr> </table>	Capital Asset Planning 300B Analysis Required:	Yes	No	Total Project Score:				
Capital Asset Planning 300B Analysis Required:	Yes	No	Total Project Score:					

Project Costs and Status

<u>Project Cost Estimate:</u> Deferred Maintenance Work: \$ _____ % Capital Improvement work: \$ _____ Total Project Estimate: \$ _____ 100	<u>Project Funding History:</u> Partnership Funds: \$ _____ Appropriated to Date: \$ _____ Requested in FY ____ Budget: \$ _____ Planned Funding FY ____ : Future Funding to Complete Project: \$ _____ Total: \$ _____			
Class of Estimate (circle one): A B C D DM Estimate Good Until (mm/yy): _____	<table> <tr> <td> <u>Dates:</u> (qtr/yy) Construction Start/Award: Project Complete: </td> <td> <u>Sch'd</u> Project Data Sheet Prepared/Last Updated: </td> <td> <u>Unchanged Since Department Approval:</u> Yes No </td> </tr> </table>	<u>Dates:</u> (qtr/yy) Construction Start/Award: Project Complete:	<u>Sch'd</u> Project Data Sheet Prepared/Last Updated:	<u>Unchanged Since Department Approval:</u> Yes No
<u>Dates:</u> (qtr/yy) Construction Start/Award: Project Complete:	<u>Sch'd</u> Project Data Sheet Prepared/Last Updated:	<u>Unchanged Since Department Approval:</u> Yes No		

