



United States Department of the Interior

OFFICE OF THE ASSISTANT SECRETARY
POLICY, MANAGEMENT AND BUDGET
Washington, D.C. 20240

APR - 2 2003

Memorandum

To: Assistant Secretary – Indian Affairs
Assistant Secretary – Fish and Wildlife and Parks
Assistant Secretary – Land and Minerals Management
Director, Bureau of Land Management
Director, U.S. Fish and Wildlife Service
Director, National Park Service
Director, National Business Center
Assistant Commissioner for Indian Affairs

From: P. Lynn Scarlett *PLS*
Assistant Secretary – Policy, Management and Budget

Subject: National Fire Plan (NFP) Mid-Year Contracting and Assistance Progress

At our March 20 meeting on NFP program status and contracting, I was concerned that only about \$2.6 million in contract awards has been reported as awarded by all DOI bureaus this fiscal year from a program that should entail well over \$100 million by year end. These data represent bureau submissions to the Department's procurement database and are the official record of your progress toward aggressive Hazardous Fuels Treatment and emergency Stabilization and Rehabilitation (ESR) contracting goals. We were advised in the meeting that actual accomplishments exceed what has been reported.

Assistant Secretary Rebecca Watson raised a telling question on why we cannot obligate the fire plan funds faster. One reason may be understaffing in critical areas. A comment was made that hiring of foresters, range managers and contracting officers to support the NFP was hindered by lack of funds. As we have previously stated, NFP fuels treatment funds can and should be used to fund critical position in these series. We will review your progress in this area at our April 23 fire plan meeting.

The National Fire Plan Operations and Readiness System (NFPORS) is the official system of record for NFP projects. It is critical that NFPORS be continuously updated to properly reflect project status. Similarly, the Interior Procurement Data System (IPDS) is the official system of records for contracts data and the Federal Assistance Award Data System (FAADS) is the official system for assistance (grants and cooperative agreements) data and each must also be continuously updated as new actions are awarded. Neither system is capable of tracking projects not yet sent to procurement or action in procurement but not yet awarded.

Given the need to reconcile the data and get all awards successfully reported, this level of effort is unacceptable in meeting the performance goals we jointly established. We need to document progress that we are making in moving fuels treatment and ESR work out of in-house and force account performance and into the hands of contractors. I would like to review more extensively our progress toward our fireplan contracting goals. By April 14, 2003, please provide the following information for discussion at our April 23 meeting:

- Bureau procurement managers: Report the total amount of contracting work now “in the pipeline” for imminent award. Report the number of requisitions, their estimated value and expected award date. (See Attachment B).
- Bureau fire directors: Report the total number and dollar value of fuels treatment and ESR contract projects that have not yet been delivered to procurement officials with approved funding and statements of work. Sort these data by state of planned performance and note when they will be delivered to contracting officials. (See Attachment C).
- Bureau fire directors: Report the number and dollar value of community assistance grants and agreements, or inter-agency transfers, planned but not yet released, to fund fuels treatment and ESR efforts by other entities. Sort these data by state of planned performance and note when they will be released to assistance officials. (See Attachment D).

A point of clarification requested at the March 20 meeting was to define what categories of awards counts as accomplishments against the goals. All procurement awards for the purposes of preparing for, supporting, or conducting hazardous fuels reduction and ESR count against goal accomplishments. Examples include aerial ignition of prescribed burns and environmental impact statements and assessments leading to fire plan projects. All federal assistance awards that are made directly for project implementation, and not counted elsewhere, will also count against the goals. The actual metric is the dollar value of such awards. For each of the two categories, Fuels and EST projects, the total value of contract and assistance awards will be divided by total project obligations, including all contracting, assistance and in-house, to arrive at the percent of accomplished work delivered through contract and assistance.

Starting in May, monthly updates of these reports (using the formats at Attachments B, C, and D) will be due by the 15th of each month to the Office of Acquisition and Property Management (PAM) with copies to the Office of Wildland Fire Coordination (OWFC). Those offices will enable us to assess progress as a part of my periodic discussions with you.

All procurement and assistance requests for fuels treatment and ESR projects to be awarded this year must be delivered to the cognizant procurement or assistance office no

later than May 15, 2003, complete with all approvals, statements of work / objectives and funding.

Questions on this memorandum should be directed to Debra E. Sonderman, Director, PAM and/or Tim Hartzell, Director, OWFC.

Attachments

cc: Bureau Fire Directors
Bureau Assistant Directors for Administration
Nina Rose Hatfield, Deputy Assistant Secretary – B&F
Debra E. Sonderman, Director, PAM
Tim Hartzell, Director, OWFC
Robert Faithful, Director, OSDBU
DOI Bureau Procurement Chiefs – BLM, FWS, NPS, BIA, NBC

Department of the Interior FY 2003 National Fire Plan Contracts Awards
 Data Submitted by DOI Bureaus to the Interior Procurement Data System as of 3/19/03

	BLM		FWS		NPS		BIA *		Total DOI	
	No. of Actions	\$ Value	No. of Actions	\$ Value	No. of Actions	\$ Value	No. of Actions	\$ Value	No. of Actions	\$ Value
WUI Fuels	31	\$1,183,531	24	\$266,822	1	\$29,000	Data not submitted.		56	\$1,479,353
Non-WUI Fuels	17	\$208,500	4	\$31,292	0	\$0	Data not submitted.		21	\$239,792
Rehabilitation	46	-\$12,208	1	\$69,700	1	\$235	Data not submitted.		48	\$57,727
Stabilization	19	\$194,643	7	\$53,711	0	\$0	Data not submitted.		26	\$248,354
Undesignated **	73	\$98,852	51	\$402,909	3	\$85,170	Data not submitted.		127	\$586,931
TOTAL	186	\$1,673,318	87	\$824,434	5	\$114,405	0	\$0	278	\$2,612,157

* = NOTE: Most of the BIA Fireplan awards are under P.L.93-638 actions to the Tribes and will be reported as assistance actions under the FAADS reporting system. Data is expected in April.

** = The FY 2002 code "WFP" is still being used by some field units. It was replaced by multiple codes in FY 03 to better break out the data. Data will be corrected in April.

NOTE: Data does not include actions for Preparedness and Suppression.

Source: IPDS1000 Report, run date 3/19/03, data as of 3/18/03 bureau submissions.

h:\IPDS1000 NFP Contracts Data as of 3-19-03.xls

