In the Pacific Northwest, United States Forest Service (USFS) and the Bureau of Land Management (BLM) are working together to deliver seamless service to customers and "boundaryless" care for the land. The goal is to:

- improve customer service with one-stop shopping;
- achieve efficiencies in operations to reduce or avoid costs; and
- take better care of the land by taking a landscape approach to stewardship rather than stopping at the traditional jurisdictional boundaries.

Since 1995, we have made significant progress toward that goal and with the start of the new Fiscal Year, we want to look toward the future and start the planning for future success. Our past accomplishments will continue to be our foundation for the future.

**Co-locations:** The Pacific Northwest Region has a significant number of facilities located in the same community. Region 6 shares the BLM’s national goal of co-locating with the BLM or other natural resource agencies where it makes sense and saves money for the American public. The five year co-location action plan has identified six potential co-location offices. As opportunities surface and/or leases expire we will continue to pursue reducing our leasing and facility costs to maximize the resources to mission critical areas. Our next co-locations are planned for late 2003 in Burns and Grants Pass.

**Sharing Personnel:** We have a number of integrated offices and staffs. The President’s National Fire Plan and the Healthy Forest Initiative requires that we take a landscape approach to our work. Our double challenge is to accomplish these goals with our constrained and in some cases decreasing budgets. To provide maximum flexibility and stability to our workforces, we need to examine every vacancy to assess whether the work could be performed by job sharing with our natural resource partners – federal, state, or local government. Our own integrated Fire and Aviation organization is a model for the efficiencies to be gained from sharing expertise and staff. The attached Memorandum of Understanding provides the vehicle and an umbrella agreement for you to expand your collaborative opportunities.

**Administrative Efficiencies:** Turning on the computers, processing vouchers, and greeting front-counter visitors are common to both the BLM and Forest Service. With

many of the same government wide authorities and statutes, we should continue to look for opportunities to decrease our transaction and processing costs. We need to look beyond our existing organization boundaries and rethink how we can deliver the high level of service our internal and external customers have come to expect. The best example is the delegation from the BLM to the Fremont/Winema National Forest to provide full service personnel services to the Lakeview BLM District employees. The Service First Interagency Supervisors Handbook has been published on the web and is available to assist all managers and supervisors charged with dual hat supervision. The handbook can be found at the Service First website:
While we should be very proud of our many successes, we must continue to identify additional opportunities for efficiencies and cost surveys. Over the next few months we would like you to meet with your natural resource agency counterparts and develop a plan for the areas of opportunity that you can commit to making progress on over the next three years. We are looking for you to take the next step beyond the easy wins and look for opportunities that can leverage our scarce fiscal and human resources.

We are asking that you submit your action plans in the attached format by September 30, 2003. Please forward you action plans to John K. Keith, Forest Service/BLM Service First Lead, j55keith@blm.gov, 503.808.6092. At our joint BLM and Forest Service Leadership meeting in October 2003, we hope to share with each other successes, future plans and any barriers we need to address.

The hard reality is that this is not easy work, with a plate that is already overflowing, but we need to look ahead and respond to our challenges instead of reacting. The phrase once coined by a co-located unit has never been more true: “In the next five years we will have half the people and twice the work.” We have never shied away from a challenge and this one we will win together.

/s/ LINDA GOODMAN /s/ ELAINE M. BRONG
Linda Goodman Elaine M. Brong
Regional Forester State Director
USDA Forest Service Bureau of Land Management
Pacific Northwest Region Oregon/Washington

Authenticated by
Mary O'Leary
Management Assistant

1 Attachment
1 - Memorandum of Understanding (4 pp)

cc: BLM Distribution
    AD-800
    WO-830
MEMORANDUM OF UNDERSTANDING

between

USDI, BUREAU OF LAND MANAGEMENT
OREGON STATE OFFICE

and

USDA, FOREST SERVICE
PACIFIC NORTHWEST REGION

BLM Agreement No. MOU-950-2002-05
Forest Service Agreement No. NFS 02-MU-11060000-161

This Memorandum of Understanding (MU) is entered into by and between the U.S. Department of Interior (USDI), Bureau of Land Management (BLM), acting by and through the State Director of Oregon/Washington and the U.S. Department of Agriculture (USDA), Forest Service (Forest Service), Pacific Northwest Region, acting by and through the Regional Forester, under the authority of the Economy Act of June 30, 1932, Section 601, as amended (31 U.S.C. 1535), Section 330 of the 2000 Interior Appropriations Act, PL 106-291, and 48 CFR 17.503.

I. PURPOSE

This MU is for the purpose of improving the effectiveness and efficiency in attaining our shared multiple-use goals and to implement the objectives of Service First. Established in 1996, the Service First initiative is intended to cut through the “bureaucratic red tape” and provide efficient, results-orientated services.

This MU does not in anyway change or relieve the BLM or the Forest Service in the planning, implementation, monitoring, and quality assurance of the resource management activities being implemented. Nor does this MU provide the BLM or Forest Service with the authority to award each project and/or obligate funds without the full consent of the responsible designated BLM or Forest Service official.

II. OBJECTIVES:

Both the BLM and Forest Service are mandated to implement comprehensive multiple-use programs that are responsive to the biological, social, and economic needs of the lands under their respective jurisdictions. BLM and Forest Service share a similar and/or complementary missions and objectives within their multiple-use efforts. It is advantageous for both the BLM and Forest Service to combine and coordinate projects to attain the mutually defined goals and objectives of both agencies, as outlined in the Service First agreement. Both BLM and Forest Service desire to establish an atmosphere of cooperation and to work collaboratively at providing the best results for the natural resources, customers, affected communities, and people within these ecosystems.

The BLM and Forest Service have offices and resource management functions in some of the same geographic areas. Both agencies agree, to the extent feasible under legal, fiscal, and other limitations governing each agency, to accomplish multiple-use outcomes using the customer service principles outlined in Service First.

This MU replaces BLM Agreement No. HA-A99-0008 and Forest Service Agreement No. NFS-99-06-013-IA.
III. STATEMENT OF WORK:

Planning:

1. Identify and define specific recurring and/or emerging issues of mutual interest and continue to explore opportunities to further the objectives of Service First.

2. Coordinate and reconcile conflicting viewpoints to formulate integrated positions and plans of action.

3. The BLM and Forest Service will cooperate in developing coordinated, complimentary annual plans of work and budgets.

Authorizations:

4. Authorize field units to develop mutually beneficial programs and projects of work under this agreement, including the sharing of resources.

5. The Forest Service and the BLM authorize each other to use equipment, property, facilities and other resources as appropriate to accomplish mutually agreed-upon work.

6. Authorize re-delegations of Forest Service’s authorities, duties and responsibilities to the BLM, granted by Congress in Public Law 106-291, to promote customer service and efficiency in accordance with formal delegation procedures in Forest Service Manual 1230.

7. Authorize re-delegations of BLM’s authorities, duties and responsibilities to the Forest Service, granted by Congress in Public Law 106-291, to promote customer service and efficiency in accordance with formal delegation procedures in BLM Manual 1203.

Acquisitions/Procurements:

8. Combine BLM and Forest Service multiple-use projects and associated acquisitions, when appropriate, to meet or improve the attainment of the agencies’ mutually defined program goals and outcomes.

9. Utilize BLM or Forest Service to complete needed acquisitions, as determined by the local BLM District Manager and Forest Service Forest Supervisor, in consultation with Procurement Managers, on a case-by-case basis.

10. Specification standards utilized by BLM or the Forest Service will meet the requirements of both agencies.

11. The agency receiving the procurement service will transfer funding to carry out approved projects. Each agency will utilize a separate IA, or mutually agreeable procurement document, to transfer funding and outline the specific roles, responsibilities, expectations, and deliverables. Each document will be supported by a Determinations and Findings as required by the Federal Acquisition Regulations Subpart 17.5.

BLM / Forest Service Review:

12. Both the BLM and Forest Service will review the proposed bidders and approve the solicitation statement of work prior to mailing.

13. On any negotiated acquisitions, both the BLM and Forest Service will jointly review all proposals prior to award.
14. On all acquisitions, both the BLM and Forest Service will jointly approve final payment to the contractor(s).

15. During the life of the contract, a spreadsheet will be maintained that documents each agency's obligations, awards, modifications and payments. The intent is to allow proper accounting of the appropriations and timely reprogramming of funds that are made available as a result of underbids or modifications.

IV. PAYMENTS

1. The procurement document utilized by each BLM District and each Forest Service National Forest will reference the BLM/Forest Service MU numbers established in this agreement. Individual procurement actions/task orders will utilize local office procurement numbers and follow local billing procedures.

2. Based on an analysis in FY 01 of closely off-setting projects, the BLM and Forest Service mutually agree to waive agency overhead charges on all actions accomplished under this agreement. This waiver will be effective thru FY 05 at which time it will be re-analyzed before it is continued.

V. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:

1. FREEDOM OF INFORMATION ACT (FOIA). Any information furnished to the Forest Service under this agreement is subject to the Freedom of Information Act (5 U.S.C. 552).

2. MODIFICATION. Modifications within the scope of the agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

3. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the Forest Service or the BLM from participating in similar activities with other public or private agencies, organizations, and individuals.

4. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of last signature and is effective through September 30, 2005, at which time it will expire unless extended.

5. TERMINATION. Any of the parties, in writing, may terminate the agreement in whole, or in part, at any time before the date of expiration.

6. The principal contacts for this agreement are:

   **Forest Service**
   Kimberly Bown  
   Acting Deputy Regional Forester  
   503.808.2203

   **Bureau of Land Management**
   Chuck Wassinger  
   Associate State Director  
   503.808.6023
7. **NON-FUND OBLIGATING DOCUMENT.** This agreement is neither a fiscal nor a funds obligation document. Any endeavor to transfer anything of value involving reimbursement or contribution of funds between the parties to this agreement will be handled in accordance with applicable laws, regulations, and procedures including those for Government procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This agreement does not provide such authority. Specifically, this agreement does not establish authority for noncompetitive award to the cooperator of any contract or other agreement. Any contract or agreement for training or other services must fully comply with all applicable requirements for competition.

8. **Ownership of Improvements**

   (a) Improvements placed on National Forest System lands, at the direction of either party, shall thereupon become property of the United States and shall be subject to the same regulations and administration of the Forest Service as other National Forest improvements of a similar nature.

   (b) Improvements placed on Bureau of Land Management Public Lands, at the direction of either party, shall thereupon become property of the United States and shall be subject to the same regulations and administration of the BLM as other public lands improvements of a similar nature.

IN WITNESS WHEREOF, all parties have executed this Memorandum of Understanding, as of the last date written below.

U.S. Department of the Interior
Bureau of Land Management
Oregon/Washington State Office

By: [Signature]
ELAINE M. BRONG
Title: State Director

Date: 9/16/02

U.S. Department of Agriculture
Forest Service
Pacific Northwest Region

By: [Signature]
LINDA GOODMAN
Acting Regional Forester

Date: 9/9/02