



**United States Department of the Interior**  
**BUREAU OF LAND MANAGEMENT**  
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January 2, 2001

In Reply Refer To:  
1280  
CA-946

EMS TRANSMISSION: 01/03/01  
Instruction Memorandum No. **CA-2001-015**  
Expires: 09/30/02

To: All employees  
From: State Director  
Subject: Creation of Geographic Information Systems Field Users Group,  
Membership Interest Announcement

**DD: 1/15/2001**

During their December 11-14, 2000 meeting, the State Management Team (SMT) decided to move forward with the creation of a Field Users Group (FUG) for Geographic Information Systems (GIS). The FUG is a field-oriented group, lead by a Field Office Manager. The FUG will set data, technology, application, staffing, and project priorities for GIS in California. The FUG will communicate directly with the SMT, linking budget and work month planning for GIS directly to the BLM mission.

The FUG will be composed of Field Office and State Office staff, with an emphasis on the representation of Field Offices, and State Office Deputy State Directors. Most staff support for meeting logistics will come from the State Office. The composition of the FUG will include a mix of managers, resource specialist staff, GIS staff, and computer system administration staff. For more detail, please read the attached Field Users Group Charter.

Also attached is the GIS Corporate Investment Plan for BLM in California. This document will generally provide milestones and objectives in laying the foundation to attain BLM CA's objective of integrating GIS into our business practices. One of the FUG's responsibilities will be to maintain this document, keeping it current with accomplishments and new or different needs.

Membership in the FUG will not be limited in number. This memo is an invitation for all interested Field Office and State Office staff to express their interest and supervisory approval, if appropriate, in a concise paragraph. This paragraph should also include the goals and professional experience you would bring to the FUG. Please Email this written statement of interest to the Chief, Branch of Information Resources, Rob Cervantes, by COB January 15, 2001.

Questions regarding the FUG and participation in it may be directed to Jim Scrivner, GIS Coordinator, at 916-978-4559.

**Signed by:**  
**Mike Pool**  
**State Director**

**Authenticated by:**  
**Liza Raymundo**  
**Records Management**

**Attachments**

- #1 - Memorandum, dated July 30, 1999 (1 p)
- #2 - Geographic Information Systems Corporate Investment Plan (8 p)

**United States Department of the Interior  
BUREAU OF LAND MANAGEMENT  
California State Office  
2800 Cottage Way  
Sacramento, California 95825-0451**

In reply refer to:  
1280(P)  
CA-946

July 30, 1999

EMS Transmission 7/30/99  
Memorandum

To: Director, National IRM Center  
From: Deputy State Director, Support Services  
Subject: FTS2001 Transition Plan

Reference your IM-99-029, requesting a transition plan of all FTS2000 telecommunications services to MCI Worldcom (MCIW).

In preparation for the transition to the FTS2001 a transition plan has been completed for California.

Questions regarding this plan may be directed to Diane Dimberg, at (916) 978-4545.

Signed by:  
Andy Smith  
Acting DSD, Support Services

Authenticated by:  
Bobbie Davis-Weir  
Staff Assistant, BLM

Attachments  
#1-Data Circuits (1pp)  
#2-Local contacts (22pp)  
#3-FTS2001 Colling Cards (27pp)

# Geographic Information Systems Corporate Investment Plan

Bureau of Land Management, California  
December 18, 2000

**Program Name:** GIS Support Infrastructure

**Program Products:** A scalable Geographic Information System, and Spatial data base, that will give managers the flexibility of sponsoring local projects supported by GIS, and accommodating the needs of coordinating complex issues over multiple jurisdictions with several cooperators.

**Program Objective:** Continued GIS support of day-to-day business, and support of new Fuels reduction projects and new Planning Starts. Migrate GIS from project based management on current software to Enterprise based management on radically different software.

**Goals:**

1. Staffing levels and skills that meet GIS support requirements.
2. Priorities of GIS staffing & other needs based on added workloads.
3. Six year implementation in about \$300,000 chunks.
4. Support acquisition / conversion of required data sets.
5. Identify technological shortfalls and recommend acquisition.
6. Link GIS data standards and projects to CA BLM business needs, Strategic Plan, and budget process through the CA BLM Field Users Group.

**Contacts:** Karen Barnette, DSD Support Services, Lance Bishop, Chief Geographic Services, Rob Cervantes, Chief IRM, Bill Ming, Chief Mapping Sciences, Jim Scrivner, CA BLM GIS Coordinator.

## **Current Situation (FY01):**

BLM CA GIS products have matured in sophistication, and the use of GIS has increased, since the acquisition of off-the-shelf software four years ago. However, only four Field Offices have a full time GIS staff person. Staffing levels have decreased 40% in CDD and the SO IRM GIS staff. We face fundamental technological change in our off-the-shelf GIS software, and significant added workload.

Fuels reduction projects, many in the Urban/Wildland interface, and fire incident support will receive additional support starting FY01. There are many Planning starts, Bioregional Assessments, Plan Evaluations, and four Plan Amendments proposed for FY01, with additional Planning starts, assessments, and evaluations in FY02 through FY05. Additional Planning needs may be created by the emphasis on fuels reduction projects.

**Proposal:** Spend 1.6 million dollars over six fiscal years (about \$250K/year) to fully implement CA BLM Enterprise GIS infrastructure.

## **Fiscal Year 2001:**

New activities:

**Arcata:** Fuels: No Urban/Wildland Interface, 1320 acres total.  
Planning: King Range NLCS Plan start.  
Headwaters, already started and ongoing.

**Redding:** Fuels: Urban/Wildland Interface 1240 acres, 1240 acres total.  
Planning: Redding RMP Amendments.

**Ukiah:** Fuels: Urban/Wildland Interface 5500 acres, 5900 acres total.  
Planning: Clear Lake MFP evaluation.

**Surprise:** Fuels: Urban/Wildland Interface 50 acres, 1060 acres total.  
Planning: Bioregional Assessment of MFP.  
High Rock / Black Rock NCA (NLCS) Plan start.

**Alturas:** Fuels: Urban/Wildland Interface 620 acres, 860 acres total.  
Planning: Bioregional Assessment of MFP.  
Alturas RMP LTA Plan Amendments.

**Eagle Lake:** Fuels: Urban/Wildland Interface 480 acres, 760 acres total.  
Planning: Bioregional Assessment of MFP.

**Folsom:** Fuels: Urban/Wildland Interface 550 acres, 600 acres total.  
Planning: Folsom MFP Assessment.

**Bakersfield:** Fuels: Urban/Wildland Interface 1400 acres, 3000 acres total.  
Planning: Carrizo Plane NCA (NLCS) Plan start.

**Hollister:** Fuels: Urban/Wildland Interface 474 acres, 724 acres total.  
Planning: Hollister RMP (with Ft. Ord & Coast Dairies) Evaluation.

**Bishop:** Fuels: Urban/Wildland Interface 200 acres, 423 acres total.

**Palm Springs:** Fuels: Urban/Wildland Interface 548 acres, 623 acres total.  
Planning: Santa Rosa / San Jacinto NM (NLCS) Plan start.

**El Centro:** Planning: Otay Wilderness (NLCS) Plan start.  
Eastern San Diego County MFP Bioregional Assessment.

**CDD:** Planning: CDCA NLCS Plan start.  
South Coast RMP Amendments.  
CDCA Plan Amendments (WEMO, NEMO, NECO, Imperial Dunes).

**SO:** Planning: Coastal Monument (NLCS).

**Recommendations:**

**Staffing:** Maintain current staff.

**Cost:** No new costs.

**Technology:** Data storage for Alturas, Bishop, Folsom, Palm Springs, Arcata, El Centro, Eagle Lake, Surprise, Hollister, Bakersfield, Ukiah, Redding, Ridgecrest, Barstow, and Needles.  
Replace all HP plotter models 650, 750, and 755 with HP 1055, or HP 2050CP.

**Cost:** \$60,000, one time cost for data storage.  
\$130,000, one time cost for HP plotters (estimate 13 @ \$10K each).

**Data:** Implementation of the Field Users Group and reactivation of the Data Management Board: fund travel for meetings.  
Complete DOQ acquisition.  
Coordinate conversion of large raster data sets (DOQ, DRG, DEM) by contractor.

**Cost:** \$35,000, for FUG and DMB, recurring annually.  
\$30,000, for DOQ acquisition, and raster data conversion.

**Training:** Requirements Assessment training for one staff person on a planning start.

**Cost:** \$3000, for travel only, no other associated costs.

**Total Cost:** \$258,000  
**FY01**

**Needs not met for FY01:**

One full time GIS Staff in Alturas, Bishop, Palm Springs (FY03); Arcata, Eagle Lake, Hollister (FY04); Riverside, Ukiah, Redding (FY05), Ridgecrest, and Needles (FY06).

SO (8) staff positions: 2 GCDB data collectors(1 in FY03, 1 in FY04); 2 cartographers (1 in FY04, 1 in FY05); 1 State Data Administrator (FY03); 1 Web / Applications programmer (FY05); 1 GIS System Administrator (FY06); and 1 GIS Manager (FY06).

Training recommended in FY02.

Technology upgrades: page size LaserJet color printing capability, recommended in FY02; high-end GIS work stations recommended in FY02.

**Fiscal Year 2002:**

**Arcata:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Arcata King Range NLCS Plan.  
Headwaters.  
New: Begin Arcata RMP evaluation.

**Redding:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Redding RMP Amendments continue.

**Ukiah:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Clear Lake MFP evaluation.

**Surprise:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: High Rock / Black Rock NCA (NLCS) Plan.  
New: MFP revision.

**Alturas:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Alturas RMP LTA Plan Amendments.  
New: MFP revision.

**Eagle Lake:** Fuels: Unknown at this time, continued implementation of new and on going fuels reduction projects.  
Planning: New: MFP revision.

**Folsom:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Folsom MFP Assessment.

**Bakersfield:** Fuels: Urban/Wildland Interface 1400 acres, 3000 acres total.

Planning: Continued: Carrizo Plane NCA (NLCS) Plan.  
New: Caliente RMP evaluation.

**Hollister:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Hollister RMP (with Ft. Ord & Coast Dairies) Plan.

**Bishop:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: New: Begin RMP evaluation.

**Palm Springs:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
Planning: Continued: Santa Rosa / San Jacinto NM (NLCS) Plan  
New: Eastern San Diego County MFP revision.

**El Centro:** Planning: Continued: Otay Wilderness (NLCS) Plan.

**CDD:** Planning: Continued: CDCA NLCS Plan start.  
South Coast RMP Amendments.  
CDCA Plan Amendments (WEMO, NEMO, NECO, Imperial Dunes).

**SO:** Planning: Continued: Coastal Monument (NLCS).

**Recommendations:**

**Staffing:** Maintain staffing at hired-to-date levels.

**Cost:** No new costs.

**Technology:** Laser jet color page size printing capability to 11 " x 17 " in each FO.  
One high-end GIS workstation for each of 17 offices.

**Cost:** \$65,000, one time cost for printers (estimate 13 @ \$5K each).  
\$119,000, one time cost for workstations, (estimate 17 @ \$7K each).

**Data:** No recommendations at this time, needs met in year 1.

**Cost:** No new costs.

**Training:** ArcView training by contractor for SO and FO staff.  
Data Stewardship training for SO Program Leads, or designee.

**Cost:** \$50,000 for ArcView training (2 SO and 8 FO training sessions).  
\$5000 for Data Stewardship training (travel costs only).

**Total cost:** \$239,000  
**FY02**

**Needs not met:**

One full time GIS Staff in Alturas, Bishop, Palm Springs (FY03); Arcata, Eagle Lake, Hollister (FY04); Riverside, Ukiah, Redding (FY05), Ridgecrest, and Needles (FY06).

SO (8) staff positions: 2 GCDB data collectors(1 in FY03, 1 in FY04); 2 cartographers (1 in FY04, 1 in FY05); 1 State Data Administrator (FY03); 1 Web / Applications programmer (FY05); 1 GIS System Administrator (FY06); and 1 GIS Manager (FY06).

**Fiscal Year 2003:**

**Arcata:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: Completed: King Range NLCS Plan.  
 Headwaters.  
 New: Arcata RMP revision.

**Redding:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: New: Redding RMP revision.

**Ukiah:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: New: Clear Lake MFP revision.

**Surprise:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: Complete: Bioregional Assessment.  
 High Rock / Black Rock NCA (NLCS) Plan.  
 Continued: MFP revision.

**Alturas:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: Complete: Alturas RMP LTA Plan Amendments.  
 Continued: MFP revision.

**Eagle Lake:** Fuels: Unknown at this time, continued implementation of new and on going fuels reduction projects.  
 Planning: Continued: MFP revision.

**Folsom:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: New: Folsom MFP revision.

**Bakersfield:** Fuels: Urban/Wildland Interface 1400 acres, 3000 acres total.  
 Planning: Complete: Carrizo Plane NCA (NLCS) Plan.  
 Caliente RMP evaluation.  
 New: Caliente RMP revision.

**Hollister:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: Continued: Hollister RMP (with Ft. Ord & Coast Dairies) Plan.

**Bishop:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: New: Begin RMP revision.

**Palm Springs:** Fuels: Unknown at this time, continued implementation of new and on-going fuels reduction projects.  
 Planning: Complete: Santa Rosa / San Jacinto NM (NLCS) Plan  
 New: Eastern San Diego County MFP revision.

**El Centro:** Planning: Complete: Otay Wilderness (NLCS) Plan.

**CDD:** Planning: Complete: CDCA NLCS Plan.  
 South Coast RMP Amendments.

**SO:** Planning: Complete: Coastal Monument (NLCS).

**Recommendations:**

**Staffing:** Maintain staffing at hired-to-date levels. Hire 3 FO GIS staff, one each in Alturas, Bishop, Palm Springs,.

Hire one GCDB data collector and State Data Administrator in the SO.

**Cost:** \$153,000, recurring annually, 3 FO GIS Staff @ \$51K each (GS-7/9).  
\$59,000, recurring annually, for one GCDB data collector in SO.  
\$75,000 (GS-12), recurring annually, for one Data Administrator in SO.

**Technology:** No new recommendations.

**Data:** No new recommendations.

**Training:** No new recommendations.

**Total Cost:** \$287,000  
**FY03**

**Needs not met:**

One full time GIS Staff in Arcata, Eagle Lake, Hollister (FY04); Riverside, Ukiah, Redding (FY05), Ridgecrest, and Needles (FY06).

SO (6) staff positions: 1 GCDB data collectors (FY04); 2 cartographers (1 in FY04, 1 in FY05); 1 Web / Applications programmer (FY05); 1 GIS System Administrator (FY06); and 1 GIS Manager (FY06).

**Fiscal Year 2004:**

**New Activities:**

**Fuels:** Unknown at this time, continued implementation of new and on-going fuels reduction projects.

**Planning:** Unknown at this time, but there will be additional planning starts, and continuation of planning started prior to FY04.

**Recommendations:**

**Staffing:** Maintain staffing at hired-to-date levels.  
Hire 3 full time GIS staff, one each in Arcata, Eagle Lake, Hollister.  
Hire one GCDB data collection staff, one cartographer for Mapping Sciences, all in SO.

**Cost:** \$153,000, recurring annually, 3 FO GIS staff @ \$51K each (GS-7/9).  
\$65,000, (GS-12), recurring annually, for one GCDB data collector in SO.  
\$59,000 (GS-11), recurring annually, for one cartographer in SO.

**Technology:** No new recommendations.

**Data:** No new recommendations.

**Training:** No new recommendations.

**Total Cost:** \$277,000

**FY04**

**Needs not met:**

One full time GIS Staff in Riverside, Ukiah, Redding (FY05), Ridgecrest, and Needles (FY06).

SO (4) staff positions: 1 cartographer (FY05); 1 Web / Applications programmer (FY05); 1 GIS System Administrator (FY06); and 1 GIS Manager (FY06).

**Fiscal Year 2005:**

**New Activities:**

**Fuels:** Unknown at this time, continued implementation of new and on-going fuels reduction projects.

**Planning:** Unknown at this time, but there will be additional planning starts, and continuation of planning started prior to FY04.

**Recommendations:**

**Staffing:** Maintain staffing at hired-to-date levels. Hire one full time GIS Staff in Riverside, Ukiah, and Redding.

Hire one cartographer in SO Mapping Sciences, and one Web / Applications programmer for IRM.

**Cost:** \$153,000 recurring annually, 3 FO GIS staff @ \$51K each (GS-7/9).  
\$65,000, (GS-12), recurring annually, for one Web/Aps programmer in SO.  
\$59,000 (GS-11), recurring annually, for one cartographer in SO.

**Technology:** No new recommendations.

**Data:** No new recommendations.

**Training:** No new recommendations.

**Total Cost:** \$277,000  
**FY05**

**Needs not met:**

One full time GIS Staff in Ridgecrest, and Needles (FY06).

SO (2) staff positions: 1 GIS System Administrator (FY06); and 1 GIS Manager (FY06).

**Fiscal Year 2006:**

**New Activities:**

**Fuels:** Unknown at this time, continued implementation of new and on-going fuels reduction projects.

**Planning:** Unknown at this time, but there will be additional planning starts, and continuation of planning started prior to FY05.

**Recommendations:**

**Staffing:** Maintain staffing at hired-to-date levels. Hire one full time GIS Staff in Ridgecrest and Needles.  
Hire one GIS Systems Administrator in SO IRM, and one GIS Manager in the Division of Support Services.

**Cost:** \$102,000 recurring annually, 3 FO GIS staff @ \$51K each (GS-7/9).  
\$65,000, (GS-12), recurring annually, for one GIS SA in SO.  
\$86,000 (GS-13), recurring annually, for one cartographer in SO.

**Technology:** No new recommendations.

**Data:** No new recommendations.

**Training:** No new recommendations.

**Total Cost:** \$253,000  
**FY06**

**Needs not met:**

None.

**Total Cost of Plan:**

FY01	\$258,000
FY02	\$239,000
FY03	\$287,000
FY04	\$277,000
FY05	\$277,000
FY06	<u>\$253,000</u>

**Total**     **\$1,591,000**

**Note:** The total does not include annually recurring costs of labor, hardware and software maintenance, in each successive yearly total: only new costs are tallied. Also assumes that costs of licensing purchase and maintenance of major software deployments are handled at the National level.