



# United States Department of the Interior



## BUREAU OF LAND MANAGEMENT

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In reply refer to:  
9100 (P)  
CA-944

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Instruction Memorandum No. CA-2001-022  
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To: AFO's

From: State Director

Subject: Submission Requirements for 5 Year Deferred & Construction 5-Year Cycle **DD: 02/16/01**

The next cycle for submission of the five year plan for facility construction and deferred maintenance is due in the State Office by **February 16, 2001**. Overall guidance for this process is found in the March 2000, document, "Draft Five Year Deferred Maintenance & Capital Improvement Planning Process." A copy was sent to each Field Office last year. Briefly, the Bureau's schedule is:

< <b>February 16, 2001</b>	<b>Field Office submissions due in State Office CA-944</b>
< March 1, 2001	Project Summary Sheet to EAT Executive Secretary
< April 2001	EAT review of Bureau submissions
< May 15, 2001	State Director submissions to the Director (WO360)
< August 1, 2001	Bureau submissions due to the Department

Each field office will electronically submit projects for new construction and projects for deferred maintenance on separate forms through their respective Zone Engineer: CDD, Mark Graham; CenCal, Glen Yamashita; NorCal East, Virgil Whitten. Due to the Zone Engineer vacancy in Nor-Cal West, they will submit their project data sheets to Dave Wilson this year and this year only. The Zone Engineers will review submittals for completeness, accuracy, and full documentation of rationale for the claimed point values. Attachments include blank forms and a list of current California deferred maintenance and capital improvement projects in the five year plan. While typical projects are ranked solely by their score and not by management emphasis, "political projects" were included in the 2002 budget cycle. Four million dollars, pending congressional approval, were diverted to newly established National Landscape Conservation System projects. No direction has yet been issued by the Washington Office for inclusion of these types of project proposals.

Generally, only new or revised projects should be submitted. Attachments 2 and 3 display projects already in the current 5-Year, FY 2002-2006 Deferred Maintenance and Capital Improvement Plan, as well as some that have fallen through the cracks. Projects in the latter category should be resubmitted if still desired. Reasons for submitting a previous project as a revision include changes in cost estimate (including design costs if an A&E consultant is now being considered) or a change of scope.