

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
NATIONAL SCIENCE AND TECHNOLOGY CENTER
DENVER FEDERAL CENTER, BUILDING 50
P. O. BOX 25047
DENVER, COLORADO 80225-0047**

August 29, 2006

In Reply Refer To:
9100 (ST-100) P

EMS TRANSMISSION : 8/29/06
Instruction Memorandum No. ST-2006-048
Expires: 9/30/2007

To: All State Directors
Director, Office of Fire and Aviation
Attention: All State Engineers, District and Field Office Managers

From: Director, National Science and Technology Center

Subject: FY 2007 to FY 2009 Architectural-Engineering Assistance Request

Program Area: Engineering Assistance

Purpose: The purpose of this IM is to help State/District/Field Offices and Headquarters Offices obtain timely Architectural-Engineering (A-E) services from the National Science and Technology Center (NSTC) for facility planning, design and construction projects planned to be completed in FY 2007 – FY 2009. This information is intended to enhance NSTC's ability to assess, prioritize, and accomplish critical A-E work and assist the Bureau in obligation of program funding.

Policy: None

Timeframe: It is requested that all Architecture-Engineering Assistance Request forms be returned electronically to NSTC by October 15, 2006. Requests should be sent electronically to edward_giagni@blm.gov. NSTC will make every effort to process these requests in a timely manner and respond to the originator by November 15, 2006, in regard to NSTC's ability to accommodate these requests.

Budget Impact: None

Background: The NSTC, Division of Architecture and Engineering Services prepare an annual workload analysis to help better prepare for current and future year work activities. This workload analysis utilizes all resources from NSTC, including NSTC technical staff, A-E contractors, and Intra-agency agreements.

Through this IM, NSTC is requesting that State, District, Field and Headquarters offices identify any new A-E work requiring assistance during FY 2007 to FY 2009. This information will be helpful to NSTC in evaluating capabilities of accomplishing the work with in-house workload and/or through other contract vehicles. Attached is a listing of NSTC carry-over or previously planned projects. If a project and its related deliverable are already on the attached list, it is not necessary to re-submit a new request form.

NSTC asks that you submit a separate A-E Request Form for each new request and that you be as descriptive as possible in defining what services are needed and when they are needed. Requests for services, regardless of funding source, should identify which sub-activity the project is funded in (1652 Annual Maintenance, 1653 Deferred Maintenance, 2110 Capital Improvement or through another sub-activity, such as 1220 Recreation, 2852 Fire Facility Maintenance/Construction, 6252 O&C maintenance, etc.)

Please understand that requests made at this time are for planning purposes. Final decisions on the method of accomplishing this work will be coordinated with your office prior to proceeding. In addition, NSTC would like to advise you that we will continue to entertain requests for services throughout the year on an as needed basis. We encourage your office to contact us directly when we can be of assistance.

Manual/Handbook Affected: None

Contact: If you have any questions, please contact Mr. Edward Giagni at (303) 236-1173 or Robert Hart at (303) 236-1160.

Signed by:
Don Hinrichsen,
Director, NSTC

Authenticated by:
Deanna Miller,
Secretary

3 Attachments

- 1 - A-E Assistance Request Form (1 p)
- 2 – Description of A-E Services (1 p)
- 3 – FY 2007 Carry-over Projects (2 pp)

Distribution

WO 170, MIB, Rm 5644
WO 200, MIB, Rm 5650
WO 300, MIB, Rm 5627
WO-360, LS, Rm 504
ST-136, BLM Library