



PROJECT PROPOSAL

(Suggested Format)

Instructions: A Project Proposal must be submitted with the Standard Form (SF) 424 Application for Federal Assistance for all BLM Assistance Agreements. Complete each section below. Use additional sheets as needed.

Person Submitting Proposal: Eric O'Connor Date: 3/1/2022

Organization Name: Rapid City Fire Department

Agreement or Announcement No.: L22AS00202

Agreement or Announcement Title: Bureau of Land Management Montana/Dakotas Fuels Management and Community Fire Assistance

Estimated Period of Performance: 5 years

Proposed Project Location: Rapid City, SD

This work will occur on: ☐ Public Lands ☐ Private Lands x Both Public & Private Lands

YOUR MISSION:

Our mission is to create and maintain safer communities and healthy ecosystems by reducing risk to life and damage to property from the threat of wildfire within our wildland/urban interface neighborhoods. This project proposal will greatly support Rapid City's "Survivable Space Initiative" by providing the objectives listed below.

OBJECTIVE:

The objectives associated with this program and the Rapid City Survivable Space Initiative include the following:

- Reduce excessive fuel loading of vegetation within our wildland/urban interface neighborhoods and open space within our community by means of mechanical treatments and prescribed fire utilization.
- Educate the public on the risk and effects of wildfire and what they can do to be more suited to "living with fire."
- Promote a healthy and sustainable landscape within our community and surrounding areas by implementing proper forest and land management techniques.
- Assist with wildfire suppression efforts on the local, regional, and national level by providing qualified, energetic, and well-equipped personnel.
- Strengthen the community workforce by promoting continuing education, training, and service to our personnel.

TECHNICAL APPROACH:

(Describe the details of the project, the procedures to be used, how data will be collected, analyzed, and interpreted, etc. Discuss expected goals and outcomes and how project effectiveness will be measured and evaluated. Include a detailed project work plan narrative and a table such as below to summarize the project schedule.)

As applicable, specifically address the following:

- What are your organization's policies and established protocols to ensure that team leaders and work crews report safety incidents/accidents, work site concerns, etc?
 - Our crew will follow all Standard Operating Procedures, Guidelines, and Administrative Rules set forth by the Rapid City Fire Department and City Administration, which cover all aspects of personnel and public safety along with overall best practices. These materials will be explained upon employee hiring and made readily available at all times.
- What is your organization's policy and procedures for on boarding e.g. background checks?

- The Rapid City Fire Department follows all policies and procedures set forth for proper staff employment, including fair and unbiased interview processes and proper background checks through Rapid City's Human Resources office.
- What is your organization's policy and procedures for off boarding when project is complete e.g., return federal issued ID card, return government issued equipment?
 - A standard process is followed during offboarding procedures including proper inventory and retrieval of all government-issued equipment and proper close-out procedures through the city's Human Resources office including all local, state, and federal forms associated.
- How does your organization oversee, direct, and take corrective measures for issues of conduct for both crewmembers and team leaders?
 - The Rapid City Fire Department has a Standard Operating Procedure for corrective measures, following a designated continuum process, following the chain of command including equal representation and unbiased presentation.
- What is your organization's experience and/or policy to provide conservation work crews with food, camping equipment, and all educational, first, aid and general supplies needed for crew projects?
 - All crews, specifically the one addressed in this proposal, will be provided all necessary safety gear and supplies to effectively and efficiently carry out their assigned duties. The program leader has extensive experience in field work for extended periods of time and managing similar crews of multiple personnel.
- What work-related and safety training does your organization provide team leaders and crewmembers?
 - All staff will be provided a minimum of basic first aid training. Most cooperative staff, include the program manager, are minimally qualified as Emergency Medical Technician or Paramedic level provider. Proper training on all equipment will be provided to each crewmember prior to allowing them to conduct the designated work duties. All associated training, including chainsaw operation, will follow National Wildfire Coordinating Group class standards as all associated classes will be provided.
- How will your organization provide supervision, in coordination with agency staff, to interns or work crews?
 - The project manager will have oversight of both day-to-day operation and overall project completion. A lead crewmember will also be designated to be a point of contact for the crew and provide guidance for crewmembers in the absence of the project manager.
- How will your organization track hours of service and provide stipends to interns or conservation crewmembers?
 - Personnel will record their own hours each week and provide their documented time logs to the project manager and Fire Department's administrative assistant who will process all appropriate payroll documentation.
- How will your organization provide education and training opportunities to interns or conservation crewmembers, including information on the Public Lands Corps hiring authority?
 - Office facilities with proper internet connection and computer access will be provided to crewmembers to facilitate proper training of PLC administration and career opportunities.
- Does your organization track crewmembers and interns placed within the Federal government?
 - Yes. A record of all personnel employed through the fuels crew program is kept with a brief description of successful job placement after leaving the crew, including federal employment.
- Describe the human capital, technical resources and skills of your organization to accomplish the listed recruiting needs. Include an estimate of the amount of personnel time your organization would devote to this task.
 - The Rapid City Fire Department, specifically the Wildfire Mitigation Program under the Fire and Life Safety Division, has a proper chain of command including recruitment outreach committees which utilize social media, community outreach, and public education to actively recruit staff. The committee may be tasked as needed by the project

lead (Wildfire Mitigation lieutenant) to recruit as needed, in addition to utilizing job listings through the Neogov.org hiring process. The recruitment committee, comprised of approximately 5-6 full time employees, meets as needed to produce recruitment outreach. Total hours of all staff involved may include 50+ hours each calendar year.

- Identify staff with appropriate technical expertise and their qualifications e.g. special skills, licenses or permits held. This should be the supervisor overseeing the crew or individual participant.
 - The project leader, Lt. Eric O'Connor, oversees the department's Wildfire Mitigation Program, along with Rapid City's Survivable Space Initiative. Lt. O'Connor is considered and Operations level lieutenant, and is qualified through National Wildfire Coordinating Group (NWCG) standards as a Taskforce Leader, Type 4 Incident Commander, Type 2 Faller, Firing Boss, Engine Boss, Squad Boss, Helicopter Crewmember, Type 3 Burn Boss, EMT Basic, and trainee Type 1 Faller and Heavy Equipment Boss. Lt. O'Connor has extensive leadership training through multiple fire service administrations and Incident Command Systems.
 - Justin Bauer, the current crew lead, has extensive leadership and field experience with the US Army, both on local soil and overseas tours. Justin is gaining valuable experience, knowledge, and qualifications associated with NWCG including Type 5 Incident Commander, Squad Boss, Type 2 Faller, Firing Boss, and trainee Type 3 Burn Boss, Engine Boss, and Type 1 Faller. Justin also has employment experience with the US Forest Service, Bureau of Indian Affairs, and National Park Service in both fire and resource positions.

Milestone / Task / Activity	Start Date	Completion Date
To date, the crew currently working under a similar agreement to this proposal have completed fuels treatments on over 134 acres, directly increased safety to 93 homes and indirectly to hundreds of homes, and provided fuels treatments to 18 individual properties.	June, 2016	Ongoing (March, 2022)

PUBLIC BENEFIT:

The public benefit of this program is outstanding. The services provided by this crew not only create safer neighborhoods, but promote reintroducing military veterans to the workforce. The funding provided by the BLM to support this program relieves financial burdens from the local municipality that otherwise may not be able to provide these services.

QUALIFICATIONS & PAST PERFORMANCE:

As listed above, both project leader, Eric O'Connor, and crew lead, Justin Bauer have solid leadership and practical experience with associated crews. O'Connor has also been employed by the US Forest Service and National Park Service in both resource management a fire management duties.