

Appendix 12

Example Holder Maintenance, Reconditioning, Renovation and Improvement Projects (MRRI) Plan

<Use this format to prepare your individual annual MRR plan. If items are generic to all permitted sites then state that. Individual items specific to individual sites must be shown as such.>

**Holder Maintenance, Reconditioning, or
 Renovation Plan
 (MRR Plan)**

The holder, at his/her expense, is required to perform holder maintenance and reconditioning according to this MRR Plan. This MRR Plan will be incorporated into the Annual Operating Plan.

Holder maintenance and reconditioning are activities that neither materially add to the value of the property nor appreciably prolong its life. The work serves only to keep the facility in an ordinary, efficient operating condition. Examples include, but are not limited to, interior decorating, interior painting, repair of broken windows, light bulb replacement, cleaning, unplugging drains, drive belt replacement, preventive maintenance, lubrication of motors, greasing, servicing, inspecting, oiling, adjusting, tightening, aligning, watering, weeding, sweeping, waxing, refinishing picnic tables, routine housekeeping, grading of interior roads, cleaning of ditches, water system repairs, etc.

The holder shall obtain any licenses and certified inspections required by regulatory agencies and follow federal, state, and local laws, regulations, and ordinances, industry standards, or codes applicable to the permitted operation.

The permit holder's responsibility to perform unforeseen major repairs or replacement of facilities will be limited to a maximum of \$1,000 per occurrence. Costs over this amount can be charged to government M&R (however, they must be submitted to the FS for approval prior to implementing). This limitation does not apply to events attributed to permit holder actions or negligence; under these conditions, the permit holder will be fully responsible for repair/replacement costs.

MRR Plan

<u>Maintenance Requirement</u>	<u>Frequency</u>	<u>Remarks</u>
Safety and maintenance inspection completed and documented at all sites.	Annually, prior to season opening.	Use forms developed in coordination with FS
Graffiti is removed or sanded/painted over.	Within 48 hours of discovery or notification	FS must approve mat'ls
Repair vandalism, up to \$1000 per occurrence	Within 1 week of discovery or notification	FS must approve mat'ls
Remove visitor-made fire rings, other unapproved user constructed improvements.	Prior to opening, and within 48 hours of discovery thereafter.	
Nails, ropes, wires, other hazards removed.	Prior to opening, and as discovered thereafter	Nails, ropes, wires, other hazards removed.
Straighten/replace broken/ Missing barriers, site marker signs, and posts.	Within 1 week of discovery or notification.	FS must approve mat'ls

August 3, 2010 – 2010 Prospectus for Campground and Related Granger-Thye Concessions
 Arapaho and Roosevelt National Forests and Pawnee National Grassland beginning January 1, 2012

<u>Maintenance Requirement</u>	<u>Frequency</u>	<u>Remarks</u>
Inspect, repair, and paint all bulletin boards. Remove old nails and staples.	1-2 times per year.	FS must approve mat'ls
Inspect, repair, and paint all fee station signs.	Prior to season opening.	FS must approve mat'ls
Inspect, repair, and paint all recreation signs on sites.	Prior to season opening, as needed thereafter.	FS must approve mat'ls
Post posters and paper signs, inspect/replace for damage/weathering.	At season opening, as needed thereafter (when damaged/weathered)	FS must approve all signs.
Pump vault toilets.	When <18" to bottom of riser,.	
Inspect, repair, &/or replace toilet roofs, light fixtures, vents/screens	Prior to season opening, as needed thereafter.	FS must approve mat'ls
Inspect, maintain and minor repair of toilet door locks	Prior to opening and after closing	
Inspect, repair toilet seats, leaking plumbing fixtures, and bathroom fixtures.	Prior to season opening, as needed thereafter.	FS must approve mat'ls
Paint exterior/interior/floors of toilet buildings	Every 2-3 years, or as needed.	FS must approve mat'ls
Clean toilets.	Checked twice a day; Cleaned At least once a day, mid-morning	
Odor control	Before odors become objectionable	Use product specified in Operating Plan, or equivalent.
Inspect interior campground roads, spurs walkways and pathways, clean culverts and ditches, trim vegetation for clearance.	1 time per year or as needed.	To FS maintenance specifications.
Grade, level, rake and clear debris/obstructions from walkways/pathways	Prior to opening and upon discovery or notification thereafter throughout season.	
Fill in potholes in campground and picnic area roads/walkways	Prior to opening and upon discovery or notification thereafter through season	To FS maintenance specifications.
Brush or mow around facilities, pathways, walkways, traffic barriers, etc.	Prior to season opening and as needed thereafter.	
Inspect and perform minor maintenance on fences surrounding and within sites.	Prior to opening, and as needed thereafter.	FS must approve mat'ls
Inspect all vehicle gates, repair bent sections, and paint	Prior to opening, and as needed thereafter.	FS must approve mat'ls
Maintain water systems. Inspect, repair, and/or replace leaking water system fixtures.	According to Appendix F: Operation of Federally Owned Drinking Water Systems.	FS must approve mat'ls

August 3, 2010 – 2010 Prospectus for Campground and Related Granger-Thye Concessions
 Arapaho and Roosevelt National Forests and Pawnee National Grassland beginning January 1, 2012

<u>Maintenance Requirement</u>	<u>Frequency</u>	<u>Remarks</u>
Excavate and clean water faucet sumps.	Prior to season opening, as needed thereafter.	
Test potable water.	Prior to season opening, monthly thereafter.	See Appendix F.
Winterize water system, including all hydrants.	At closing.	See Appendix F.
Level, rake, and clean debris/ Obstructions from tent pads, spurs and camp areas.	Prior to opening.	
Inspect/caulk or seal cracks in concrete tent, firering, and other concrete facilities.	1 time per year.	FS must approve mat'ls
Inspect or repair all firerings and grills	2 times a year	FS must approve mat'ls
Remove and properly dispose of ashes from firerings	When 4" in depth, or ½ full	Ash must be disposed of off of NF lands.
Clean grease and food particles from firerings and grills.	After site is vacated.	
Seal concrete tables. Paint wooden and aluminum tables.	1 time per year	FS must approve mat'ls
Inspect, repair, and replace picnic table planks.	Prior to opening and upon discovery or notification thereafter through season.	FS must approve mat'ls
Paint all benches.	1 time per year	FS must approve mat'ls
Inspect, repair, paint all garbage cans/dumpsters. Replace vendor supplied garbage cans when condition deteriorates.	Prior to opening, and as needed through season.	FS must approve mat'ls
Patrol grounds within permit area to collect, and remove litter.	1 time per week minimum.	
Remove garbage and collected recycled materials.	Weekly or more frequently, as needed.	
Trash scattered by animals, people, or weather is collected and removed	Immediately upon discovery or notification through season.	
Remove hazard trees.	Prior to opening, and upon discovery or notification thereafter through season	FS must review id'ed trees prior to removal.
Inspect and clean sewer dump station.	1 time per day, clean upon discovery/notification of unsanitary conditions.	
Winterize dump station, remove and store stand pipe	At closing.	