

**Appendix 14**  
**Holder Maintenance, Reconditioning,**  
**or Renovation (MRR) 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**

<b><u>Maintenance Requirement</u></b>	<b><u>Frequency</u></b>	<b><u>Remarks</u></b>
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 materials
Repair vandalism, up to \$1000 per occurrence	Within 1 week of discovery or notification	FS must approve materials
Remove visitor-made fire rings, other unapproved user constructed improvements.	Prior to opening, and within 48 hours of discovery thereafter.	

April 1, 2011 Campground Prospectus for Campground and Related Granger-Thye Concessions  
Humboldt-Toiyabe National Forest, Bridgeport and Carson Ranger Districts, Beginning January 1, 2012

<b><u>Maintenance Requirement</u></b>	<b><u>Frequency</u></b>	<b><u>Remarks</u></b>
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 materials
Inspect, repair, and paint all bulletin boards. Remove old nails and staples.	1-2 times per year.	FS must approve materials
Inspect, repair, and paint all fee station signs.	Prior to season opening.	FS must approve materials
Inspect, repair, and paint all recreation signs on sites.	Prior to season opening, as needed thereafter.	FS must approve materials
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 all vault toilets.	When approximately 3/4 full or 18" from the top of the lid, and at end of season.	
Inspect, repair, &/or replace toilet roofs, light fixtures, vents/screens	Prior to season opening, as needed thereafter.	FS must approve materials
Inspect, repair, &/or replace all toilet door locks	Prior to opening and after closing	
Inspect, repair and/or replace all toilet seats, leaking plumbing fixtures, and bathroom fixtures.	Prior to season opening, as needed thereafter.	FS must approve materials
Paint exterior/interior/floors of toilet buildings	Every 2-3 years, or as needed.	FS must approve materials
Clean toilets, campground/day use sites	Checked twice a day; Cleaned At least once a day, mid-morning	
Clean toilets, day use trailheads, fishing sites	Once a week, or as needed.	
Odor control	Before odors become objectionable	Use product specified in Operating Plan, or equivalent.
Grade interior campground roads, walkways and pathways, clean culverts and ditches	1 time per year.	To FS maintenance specifications.

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<b><u>Maintenance Requirement</u></b>	<b><u>Frequency</u></b>	<b><u>Remarks</u></b>
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, repair, and/or replace fences surrounding and within sites.	Prior to opening, and as needed thereafter.	FS must approve materials
Inspect all vehicle gates, repair bent sections, and paint	Prior to opening, and as needed thereafter.	FS must approve materials
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 materials
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, fire ring, and other concrete facilities.	1 time per year.	FS must approve materials
Inspect, repair, and/or replace all fire rings and grills	2 times a year	FS must approve materials
Remove and properly dispose of ashes from fire rings	When 4" in depth, or ½ full	Ash must be disposed of off of NFS lands.
Clean grease and food particles from fire rings and grills.	After site is vacated.	
Seal concrete tables. Paint wooden and aluminum tables.	1 time per year	FS must approve materials
Inspect, repair, and replace picnic table planks.	Prior to opening and upon discovery or notification thereafter through season.	FS must approve materials

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<b><u>Maintenance Requirement</u></b>	<b><u>Frequency</u></b>	<b><u>Remarks</u></b>
Paint all benches.	1 time per year	FS must approve materials
Inspect, repair, paint, and/or replace garbage cans.	Prior to opening, and as needed through season.	FS must approve materials
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 identify and approve 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.	