

**Prospectus for Campground and  
Related Granger-Thye Concessions  
Inyo National Forest**

**U.S. DEPARTMENT OF AGRICULTURE  
Forest Service**



September 2011

**TABLE OF CONTENTS**

**I. Business Opportunity**

**A. Introduction .....5**

**B. Area Description .....6**

**C. Description of Developed Recreation Sites and Facilities.....7**

**COMPLEX #1 ROCK CREEK AND CONVICT AREA.....7**

**COMPLEX #2 BISHOP AND BIG PINE AREA.....12**

**COMPLEX # 3 MT WHITNEY AND ONION VALLEY AREA.....17**

**D. Government-Furnished Property.....21**

**E. Government-Furnished Supplies.....21**

**F. Utilities, Waste Management .....21**

**II. FOREST SERVICE CONCESSION PROGRAMS AND POLICIES .....23**

**A. National Recreation Reservation Service (NRRS).....24**

**B. Pass Discounts .....25**

**C. Camp Stamps .....26**

**D. Site Closures.....26**

**E. Administrative Use.....26**

**F. Applicable Forest Orders .....27**

**G. Fee Tickets and Compilation of Use and Revenue Data.....27**

**H. Customer Service Comment Cards.....27**

**I. Performance Evaluations .....28**

**J. Accessibility.....28**

**K. Camping Unit Capacity.....28**

**L. Stay Limit .....29**

**M. Fees Charged to the Public.....29**

**N. Law Enforcement.....30**

**O. Other Pertinent Information .....30**

**III. SPECIAL USE PERMIT.....32**

<b>A. Permit Term</b> .....	<b>32</b>
<b>B. Permit Holder Responsibilities</b> .....	<b>33</b>
<b>C. Granger-Thye Fee Offset Agreement</b> .....	<b>34</b>
<b>D. Insurance</b> .....	<b>34</b>
<b>E. Bonding</b> .....	<b>35</b>
<b>IV. APPLICATION</b> .....	<b>35</b>
<b>A. Instructions for Submitting Applications</b> .....	<b>35</b>
<b>B. General Terms, Qualifications, and Reservations</b> .....	<b>37</b>
<b>C. Application Package Requirements</b> .....	<b>37</b>
<b>D. Evaluation of Applications</b> .....	<b>43</b>
<b>V. POST-SELECTION REQUIREMENTS</b> .....	<b>44</b>
<b>VI. PERTINENT MATERIALS (AVAILABLE UPON REQUEST)</b> .....	<b>45</b>

## **APPENDICES**

<b>APPENDIX 1: VICINITY MAP</b> .....	<b>46</b>
<b>APPENDIX 2: RECREATION SITE MAPS</b> .....	<b>46</b>
<b>APPENDIX 3: GOVERNMENT FACILITY AND IMPROVEMENT INVENTORIES AND INSURED PROPERTIES</b> .....	<b>86</b>
<b>APPENDIX 4: APPLICABLE FOREST ORDERS</b> .....	<b>120</b>
<b>APPENDIX 5: SAMPLE SITE USE FORMS</b> .....	<b>121</b>
<b>APPENDIX 6: SAMPLE CUSTOMER COMMENT CARD</b> .....	<b>125</b>
<b>APPENDIX 7: STANDARD PERFORMANCE EVALUATION FORM</b> .....	<b>127</b>
<b>APPENDIX 8: FSM 2342.1, EXHIBIT 01, LAW ENFORCEMENT AT CONCESSION CAMPGROUNDS</b> .....	<b>131</b>
<b>APPENDIX 9: SAMPLE ANNUAL OPERATING PLAN &amp; HOLDER MRR PLAN</b> .....	<b>134</b>

<b>APPENDIX 10: SPECIAL USE PERMIT, FORM 2700-4H, CAMPGROUND AND RELATED GRANGER-THYE CONCESSIONS .....</b>	<b>148</b>
<b>APPENDIX 11: FS-2700-4H, EXHIBIT B, GRANGER-THYE FEE OFFSET AGREEMENT .....</b>	<b>163</b>
<b>APPENDIX 12: GOVERNMENT MAINTENANCE, RECONDITIONING, RENOVATION OR IMPROVEMENT (MRR) PROJECTS .....</b>	<b>165</b>
<b>APPENDIX 13: INDIRECT COST REIMBURSEMENT LETTER.....</b>	<b>169</b>
<b>APPENDIX 14: FORM FS-2700-4H, APPENDIX G, GRANGER-THYE FEE OFFSET CERTIFICATION .....</b>	<b>171</b>
<b>APPENDIX 15: SAMPLE COLLECTION AGREEMENT FOR GRANGER-THYE FEE OFFSET WORK .....</b>	<b>173</b>
<b>APPENDIX 16: SAMPLE BUSINESS PLAN.....</b>	<b>177</b>
<b>APPENDIX 17: FINANCIAL FORMS FS6500 24, FINANCIAL STATEMENT .....</b>	<b>191</b>
<b>APPENDIX 18: FINANCIAL FORMS FS6500 25, REQUEST FOR VERIFICATION.....</b>	<b>196</b>
<b>APPENDIX 19: NATIONAL QUALITY STANDARDS FOR RECREATION SITE MANAGEMENT AND BEST MANAGEMENT PRACTICES.....</b>	<b>198</b>
<b>APPENDIX 20: WATER &amp; SEWER SYSTEM OPERATION REQUIREMENTS.....</b>	<b>203</b>
<b>APPENDIX 21: PAST EXPENSES - SERVICE PROVIDER CONTACT INFORMATION .....</b>	<b>221</b>

## **I. Business Opportunity**

### **A. Introduction**

This prospectus is being issued to solicit applications for a concession campground special use permit. Three permits will be issued; one permit per complex, to provide high-quality public service in the operation and maintenance of Government-owned recreation facilities located on the White Mountain, Mammoth and Mount Whitney Ranger Districts, Inyo National Forest. Each permit requires a separate application. The permits will include the following developed sites:

<b>Complex #1 Rock Creek and Convict Area Campgrounds</b>	<b>Complex #2 Bishop and Big Pine Area Campgrounds</b>	<b>Complex #3 Mt Whitney and Onion Valley Area Campgrounds</b>
French Camp Holiday Iris Meadow Big Meadow Palisade Group East Fork Pine Grove Upper Pine Grove Rock Creek Lake Aspen Group Rock Creek Lake Group Tuff McGee Creek Convict Lake	Bitterbrush Big Trees Forks Intake II Walk In Intake II Bishop Park Group Bishop Park Sabrina North Lake 4 Jeffrey Mountain Glen Walk In Table Mountain Group Willow Sage Flat Upper Sage Flat Big Pine Creek Palisade Glacier Group Clyde Glacier Group	Whitney Portal Family Whitney Portal Group Whitney Trailhead Walk In Lone Pine Lone Pine Group Upper Grays Meadow Lower Grays Meadow Onion Valley

The authorized officer for this business opportunity is the Forest Supervisor for the Inyo National Forest, 351 Pacu Lane. Suite #200, Bishop, CA 93514.

**The current permit for this concession expires on December 31, 2011. Over the past three years, these concessions have generated the following gross revenues. Includes extra vehicle, firewood and dump station receipts:**

<b>Gross Receipts</b>				
<b>COMPLEX</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>3 year average</b>
<b>Complex #1 Rock Creek Convict</b>	<b>\$558,854</b>	<b>\$618,932</b>	<b>\$573,201</b>	<b>\$583,661</b>
<b>Complex #2 Bishop Creek Big Pine</b>	<b>\$362,303</b>	<b>\$433,578</b>	<b>\$419,256</b>	<b>\$405,045</b>
<b>Complex #3 Mt Whitney Onion Valley</b>	<b>\$232,183</b>	<b>\$278,233</b>	<b>\$275,239</b>	<b>\$261,884</b>

Prospective applicants should carefully read all the information in this prospectus. There are some pending issues and pending facility improvements to take into consideration. Reference Appendix 12: *Potential Government Maintenance, Reconditioning, Renovation and Improvement Projects*.

## **B. Area Description** **Inyo National Forest**

The Inyo National Forest is located in California on the eastern slope of the Sierra Nevada Mountains, stretching 250 miles between Yosemite National Park on the north and Sequoia-Kings Canyon National Park on the south. The primary access to the Inyo National Forest is via the Eastern Sierra Scenic Byway, U.S. Highway 395, which travels north-south between Southern California and the nearest large cities of Reno and Carson City, Nevada. The largest local communities are Bishop and Mammoth Lakes.

National Visitor Use Monitoring Survey results of 2002 indicated the Inyo National Forest receives approximately 4.2 million visits per year, making it one of the most visited Forests in the Region. The Inyo National Forest has several icons within its boundaries that attract visitors: Mount Whitney, Ancient Bristlecone Forest, Hot Creek Geologic Site, Devils Postpile National Monument, and Mono Lake National Scenic Area. Many Southern Californians make the Inyo their summer vacation destination, while overseas travelers discover the Inyo as they travel between Death Valley and Yosemite National Parks. The Inyo is truly a recreation Forest offering spectacular scenery, abundant fishing, hiking, biking, horseback riding, OHV, and camping opportunities in summer.

Most campgrounds in this prospectus are at an elevation between 7,000 to 10,000 feet, located in forested canyons of predominately Jeffrey Pine and Lodgepole Pine. Visitors can expect a sub-alpine climate, and an average of 300 sunny days. Temperatures during the summer are relatively mild, averaging from the 60's to the 80's during the day. Nighttime temperatures range from the

upper 40's and 50's. In October, temperatures average about 60 degrees with lows at night in the 30 to 40 degree range. Frost and snow in the higher elevations can occur any time after mid-September. The Forest receives its greatest amount of precipitation in the form of snow. High-elevation campgrounds open and close based on snow conditions.

### C. Description of Developed Recreation Sites and Facilities

The following is a general description of each developed recreation site included in this prospectus (***please refer to table # 2 and Appendix #3 for a more complete description***). There are Three permits being offered in this prospectus; Complex #1 Rock Creek and Convict, Complex #2 Bishop and Big Pine Creeks, and Complex #3 Mt Whitney and Onion Valley.

## **Complex #1 Rock Creek and Convict Lake Area**

The Rock Creek Drainage is located south and west of Highway 395 near Tom's Place at the top of Sherwin Grade between the towns of Mammoth Lakes and Bishop. The access road up the drainage is paved. Services available in Rock Creek Canyon include public telephones, restaurant, groceries, beer & wine, ice, firewood, fishing supplies, lodging, propane, boat rentals, backpacker/camper showers in addition to the listed Forest Service facilities. Most of the campgrounds are set in stands of pinion juniper, aspen, or lodgepole pine. There are 12 fee campgrounds in the drainage and they receive heavy use. Most of the developed sites are on a sewer system, with a treatment plant located at the bottom of the canyon. There is electricity as far up the canyon as Rock Creek Lakes

### French Camp Campground

This campground is located off of Highway 395 in a stand of pinion-juniper at an elevation of 7,500. There are 86 campsites, served by flush toilet buildings and a water system. Weather permitting, the site is usually opened for the start of trout fishing at the end of April and closes the end of October. There is a 21day stay limit. There is also a trailer dump station associated with this campground located just across the Rock Creek road. Campground roads are paved.

### Holiday Campground

This site is directly across the road from French Camp, and serves as an overflow campground during heavy use periods. It is served by the same water system, but the toilets are vaults. There are a total of 35 sites available. The vegetative cover in this campground is the same as in French Camp. The campground is usually opened along with French Camp at the end of April and used as needed as an overflow campground. There is a 14 day stay limit. Campground roads are graded dirt. This campground has been operated as an overflow campground in the past. The Forest operates this campground in the off season as a no fee campground

### Iris Meadow Campground

This small campground is located about 3 to 4 miles up the canyon in a stand of aspen and lodgepole pine at an elevation of 8,300 feet. It sits between Rock Creek and a meadow and is served by flush toilets. The site is served by a water system. The normal operating season is from mid May to early September. The 14 units have a length of stay of 7 days. The campground road system is graded gravel. ***The toilet building in this campground will be replaced spring of 2012 with new flush units that are accessible.***

### Big Meadow Campground

This small 11 unit campground is located about 5 miles up canyon in a stand of aspen and lodgepole pine. The elevation is 8,600 feet. It is served by flush toilets and usually opens in mid May, closing in early September. The site is served by a water system. The length of stay is 7 days. ***The toilet building in this campground will be replaced spring of 2012 with new flush units that are accessible.***

### Palisade Group Campground

This small group campground sits just below the East Fork Campground. It is served by 1 flush toilet with 2 seats and is usually open mid-May, closing in early September. The site is serviced by the East Fork Campground water system. The elevation is 8,600 feet.

### East Fork Campground

This second largest campground on the Forest has 133 campsites suitable for a range of vehicles. The road system is paved with several loops, allowing closing of units during low use periods. The elevation is 9,000 feet and has 13 flush toilet buildings with 29 seats in the campground. The site is serviced by a water system. If weather and snow permits, the campground is usually opened by Memorial Day weekend and stays open until the end of October. The stay limit is 14 days.

### Pine Grove Campground

This small campground sits in a dense stand of lodgepole pine on the access road to the Rock Creek Resort and Tamarack Lakes trailhead. The 5 units, snow permitting, may open as early as Memorial Day weekend and stay open until mid-October. The campground is served by 1 flush toilet with 2 seats, and is at an elevation of 9,300 feet. The site is serviced by a water system. The stay limit is 7 days.

### Upper Pine Grove Campground

This 8 unit campground lies adjacent to Pine Grove C.G. It is served by a water system and has a vault toilet with 2 seats. It sits in a dense stand of lodgepole pine. It usually opens the same time as Pine Grove, depending on snow. The elevation is 9,400 feet and the stay limit is 7 days. The road access is off of the main Rock Creek road and is graded dirt.

### Rock Creek Lake Campground

This 28 unit campground lies next to Rock Creek Lake at an elevation of 9,600 feet. Paved roads serve the entire Rock Creek Lake area. 2 Flush toilet buildings with 8 seats serve the campgrounds. It usually opens mid-May and stays open until the end of October. The stay limit is 7 days. Some of the units are for RV only and some for tent camping. A summer home tract uses the service roads for access.

### Aspen Group Camp

This campground lies just below Iris Meadow. It has 1 site, and is on the National Reservation System. The opening depends on snow, but usually opens by Memorial Day weekend through October 15th. It has 1 flush building toilet with 2 seats and is at 8,100 feet elevation. The site is serviced by a water system from Big Meadow. ***The toilet building in this campground will be replaced spring of 2012 with new flush units that are accessible.***

### Rock Creek Lake Group Campground

This group campground sits on the shore of Rock Creek Lake and has one large site. The campground is on the National Reservation System. It opens mid-May and closes at the end of October. The site sits at an elevation of 9,700 feet, surrounded by lodgepole pine trees. Flush toilets and a water system serve the site.

### Tuff Campground

This campground is located on lower Rock Creek adjacent to State Highway 395 near Tom's Place approximately 25 miles north of Bishop. Access is over ½ mile of graveled road. Tuff Campground is at approximately 7000 ft. elevation. The managed use season is from the opening of fishing season (last weekend in April) to September 15. This campground contains 34 car and trailer spur campsites. It is serviced by three vault toilet buildings, and has its own well and water system.

### McGee Creek Campground

This campground is located 38 miles north of Bishop approximately 2 miles off of Highway 395. All access roads are paved. The campground has 24 car/trailer spurs handling trailers up to 20 feet in length. The campground roads and spurs are paved. Each unit contains a table, bearbox, ramada (except those units with tree shade), and a fireplace. There are 6 flush toilets in one building. There is piped water from a well powered by photovoltaic power. The stay limit is 14 days. Vegetation is sagebrush with some areas of open grass. The managed use season has been from the Friday of the opening weekend of fishing season (last weekend in April) until October 31. However, these dates are subject to snow and freezing conditions. Summers are normally dry with temperatures in the high 70's to low 80's. Summer thundershowers can be expected. Primary use activities are camping, hiking, fishing, picnicking, hunting and sightseeing.

### Convict Lake Campground

This 88-unit campground is located down canyon from the lake and adjacent to Convict Creek. . There is a 7-day limit for this campground due to its popularity. The vegetation in approximately half of the campground is Aspen with the remainder located in open meadows. All of interior roads and parking spurs are paved. A Forest Service owned systems provides water and sewer service. Each campsite contains a table, bearbox, grill, and tent pads. There are six flush toilet buildings with sixteen toilets and sixteen sinks. ***The toilet buildings will be replaced spring of 2012 with new flush units that are accessible.*** This campground usually opens the Wednesday preceding the last Saturday in April (the opening of trout season) and closes on or near the last day in October (the closing of trout season) In heavy snow years, the opening of the campground may be delayed for 2-3 weeks and early fall snowstorms may close the campground 1-2 weeks earlier than scheduled. Because of the potential damage to the facilities, plowing the campground open must be done with great care and is normally done only when the campground or a portion of the campground is mostly snow free or has a few lingering snow banks. Portions of the campground with continuous snow cover are left to melt on their own. Ice conditions on the lake can also delay the opening of the campground. Should rotten ice on the lake present a public safety hazard, a delay in opening of the campground would become necessary.

<b>Characteristics of Developed Recreation Sites Table 2</b>							
<b>Complex #1 Rock Creek And Convict Lake</b>							
<b>Site</b>	<b>French Camp</b>	<b>Tuff</b>	<b>Holiday</b>	<b>Iris Meadow</b>	<b>Big Meadow</b>	<b>Palisade Group</b>	<b>East Fork</b>
<b>Elevation (ft)</b>	7,500 ft.	7,000 ft.	7,500 ft.	8,300 ft.	8,600 ft.	8,600 ft.	9,000 ft.
<b># of units</b>	86	34	35	14	11	1	133
<b>NRRS, # sites</b>	33	20	NA	NA	NA	1	66
<b>Communication</b>	Phone	Phone	NA	Phone	NA	NA	Phone
<b>Utilities (Water, Sewer, Electric WSE)</b>	W, S, E	W, E	W	W, S, E	W, S, E	W, S, E	W, S, E
<b>Employee Site(s)</b>	4	1	NA	1	NA	NA	5
<b>Potable Water</b>	YES	YES	YES	YES	YES	YES	YES
<b>Toilet Type #Bldgs/Doors Accessible?</b>	Flush 6 Bldgs 18 Doors	Vault 3 Bldgs 6 Doors	Vault 3 Bldgs 4 Doors Yes	Flush 1 Bldgs 4 Doors	Flush 1 Bldgs 4 Doors	Flush 1 Bldgs 2 Doors	Flush 13 Bldgs 29 Doors
<b>FS-Trash Bins/size (Bear proof)</b>	8 /4YDS (Yes)	2 /4YDS (Yes)	2 /4YDS (YES)	1 /4YDS (YES)	2 /4YDS (YES)	1 /4YDS (YES)	8 /4YDS (YES)
<b>Bear Proof Food Lockers</b>	86	34	35	14	11	5	133
<b>Bear Proof Recycle Centers</b>	3	2	NA	1	1	1	4
<b>Stay Limit Forest Order 04-92-2</b>	21	21	14	7	7	7	14
<b>2011 Fees Charged</b>	\$20	\$20	\$20	\$20	\$20	\$65	\$20
<b>Approximate Operating Season Subject to weather</b>	Weds. prior to fishing opener last Sat of April – Oct 31	Weds. prior to fishing opener last Sat of April – Spt 15	Weds. prior to fishing opener last Sat of April – Oct 31	May 15 – Spt 15	May 15 – Spt 15	May 15 – Oct 31	May 15 – Oct 31

<b>Characteristics of Developed Recreation Sites Table 2</b>							
<b>Complex #1 Rock Creek And Convict</b>							
<b>Site</b>	<b>Pine Grove</b>	<b>Upper Pine Grove</b>	<b>Rock Creek Lake</b>	<b>Rock Creek Lake Group</b>	<b>Aspen Group</b>	<b>Convict Lake</b>	<b>McGee Creek</b>
<b>Elevation (ft)</b>	9,300 ft.	9,300 ft	9,600 ft.	9,600 ft.	8,100 ft.	7,600 ft.	7,600 ft.
<b># of units</b>	11	8	28	1	1	85	28
<b>NRRS, # sites</b>	NA	NA	NA	1	1	48	18
<b>Communication</b>	Phone	NA	Phone	NA	NA	Phone	Phone
<b>Utilities (Water, Sewer, Electric WSE)</b>	W,S,E	W	W,S,E	W	W	W,S,E	W,S,
<b>Employee Site(s)</b>	1	NA	1	NA	NA	3	1
<b>Potable Water</b>	YES	YES	YES	YES	YES	YES	YES
<b>Toilet Type #Bldgs/Doors Accessible?</b>	Flush 1 Bldgs 2 Doors	Vault 1 Bldgs 2 Doors	Flush 2 Bldgs 8 Doors	Flush 1 Bldgs 2 Doors	Flush 1 Bldgs 2 Doors	Flush 6 Bldgs 16 Doors	Flush 1 Bldgs 6 Doors
<b>FS-Trash Bins/size (Bear proof)</b>	2 /4YDS (YES)	2/ 4YDS (YES)	4 /4YDS (YES)	1 / 4YDS (YES)	NA	6 /3YDS (YES)	2 /4YDS (YES)
<b>Bear Proof Food Lockers</b>	11	8	28	4	4	85	28
<b>Bear Proof Recycle Centers</b>	1	1	2	1	NA	NA	2
<b>Stay Limit Forest Order 04-92-2</b>	7	7	7	NA	NA	7	14
<b>2011 Fees Charged</b>	\$20	\$20	\$20	\$65	\$65	\$20	\$20
<b>Approximate Operating Season Subject to weather</b>	May 15 – Oct 15	May 15 – Oct 15	May 15 – Oct 31	May 15 – Oct 31	May 15 – Oct 31	Weds. Prior to fishing opener- Oct. 31	Weds. Prior of fishing opener last Sat. of April – Oct 31

## **COMPLEX #2 Bishop and Big Pine Area**

These campgrounds are located in Bishop Creek Canyon from 12 to 21 miles west of the town of Bishop. Access to these campgrounds is along State Highway 168, an Inyo County road to South Lake, and an Inyo National Forest road to North Lake. Both the county and the state highway are paved. The road to North Lake is partially paved. These campgrounds range in elevation from 7,500 to 9,500 feet. The higher sites are subject to late opening and early closure due to snow.

Most of the campgrounds in Bishop Creek are served by a sewer system and a well and water distribution system. This sewer system has a waste water plant lower in the canyon. This sewer system serves the Big Trees, Forks, Bishop Park, Bishop Park Group, Intake II, and 4 Jeffery Campgrounds. These same campgrounds have 3 electrically pumped water systems.

The Big Pine Recreation Area is located 10 miles west of the town of Big Pine. All roads in the area are paved.

Sage Flat, Upper Sage Flat, Palisade Glacier Group, Clyde Glacier, and Big Pine Creek Campgrounds are located about 9 miles up the Big pine Creek Road at 7,600 feet.

### Bitterbrush Campground

This campground at 7,350 feet has 30 car \ trailer sites. Each site has a table, bearbox, and a metal fire ring. There are 2 vault toilet buildings with 2 seats each. The campground is serviced by a water system. The stay limit is 14 days. This campground is kept open by the Forest Service in the winter with no fee.

### Big Trees Campground

This campground at 7,500 feet has 16 car \ trailer sites. Each site has a table, bearbox, and a metal fire ring. There is 1 flush toilet building with 4 seats and 1 vault toilet with, 2 seats. The campground is serviced by a water system. The stay limit is 7 days.

### Forks Campground

This campground at 7,800 feet has 21 sites, 8 tent walk in and 13 tent \ trailer sites. Each site has a table, bearbox, and a metal fire ring. There is 1 flush toilet building with 2 seats, 1 vault toilet building with 2 seats and, 1 vault toilet building with 1 seat. The campground is serviced by a water system. The stay limit is 7 days.

### Intake II Walk in Campground

This campground at 8,200 feet is a walk in tent type camp. Each of the 5 sites has a tent pad, table, bearbox, and metal fire ring. There is a 1 flush toilet building with 2 seats and the campground is serviced by a water system. There is no camping in the parking area. The stay limit is 7 days.

### Intake II campground

This campground at 8,200 feet has 8 car \ trailer sites. Each site has a table, bearbox, tent pad, and metal fire ring. There is 1 flush toilet building with 2 seats and the campground the campground is serviced by a water system. The stay limit is 7 days.

### Bishop Park Group Camp

This site at 8,400 feet has 1 walk in tent type site for up to 25 people. The campground has large tables and a large metal fire ring. There is 1 flush toilet building with 2 seats and is served by water system. There is no camping in the parking areas. The group sites are required to be on the National Reservation System.

### Bishop Park Campground

This campground at 8,400 feet has 21 sites, of which 10 are tent only. The other 11 sites are car \ trailer type. Each site has a tent & table pad, table, bearbox, and metal fire ring. There are 2 flush toilet buildings with 2 seats each. This campground is serviced by a water system. The stay limit is 7 days

### Sabrina Campground

This campground at 9,000 feet has 18 camp units. Each has a tent and table pad, table, bearbox, and metal fire ring. There are 2 vault Toilets with 2 seats each. This campground has its own well and water system. The stay limit is 7 days

### North Lake Campground

This campground at 9,500 feet has 11 campsites. These units are not suitable for trailers or large RV's. This is due to a steep and rough dirt road up to the site. Therefore the trash pickup for this site is at the bottom of the hill leading up to the campground. This campground has 11 sites, 5 are walk in type. Each unit has a tent and table pad, table, bearbox, and metal fire ring. The campground has 1 vault toilet with 2 seats. This campground has its own water system. The stay limit is 7 days.

### 4 Jeffery Campground

This campground 8,100 feet is the largest in the canyon with 106 car \ trailer sites. Each site has a table, bearbox, and metal fire ring. This campground has 6 flush toilet buildings with 19 seats. This campground has its own well and water system. There is also a trailer dump station, just outside the entrance gate. The stay limit is 14 days.

### Mountain Glen Walk in Campground

This small walk in camp at 8,200 feet has 5 sites. Each site has a tent and table pad, table, bearbox, and metal fire ring. There is. There is 1 vault toilet building with 1 seat. It is just a few yards from the parking lot to the campsites. The stay limit is 7 days.

### Table Mountain Group Camp

This group camp at 8,500 feet has sites for up to 25 people. There are 4 tables and metal fire rings and 2 bearboxes. This is a walk in tent campground with no camping permitted in the parking lot. The campground has 1 vault toilet building with 1 seat. There is a stay limit of 7 days. The group sites are required to be on the National Reservation System.

### Willow Campground

This campground at 9,000 feet has 7 sites tent only. Each site has a table, bearbox, and a metal fire ring. There is 1 vault toilet building with 1 seat. The stay limit is 7 days.

### Sage Flat Campground

This site has 28 car / trailer spurs up to 20 feet long. The roads and spurs are paved. Each unit contains a table and metal fire ring. There are 2 vault toilets, one building has 4 seats and the other has 2 seats. The campground has a photovoltaic well with a holding tank and piped water system. The stay limit is 14 days.

### Upper sage Flat Campground

This site has 21 car / trailer spurs up to 20 feet long. The roads and spurs are paved. Each unit contains a table and metal fire ring. There is one vault toilet with 4 seats. The campground has a photovoltaic well with a holding tank and a piped water system. The stay limit is 14 days.

### Palisade Glacier and Clyde Glacier Group Camps

These group camps are back to back and can accommodate 15 and 20 people respectively. They are walk in tent camping type sites with parking at the campground entrance. They have long tables and large fire rings. There is no camping permitted in the parking lot. There is one vault toilet with 2 seats. The water system for the group sites is part of the Upper Sage Flat Campground. The group sites are required to be on the National Reservation System.

### Big Pine Creek Campground

This site has 30 car \ trailer spurs up to 20 feet long. All roads and spurs are paved. Each unit contains a table, bearbox, and metal fire ring. There are 2 vault toilets with 2 seats each. There is piped water system with a large holding tank and photovoltaic well. The stay limit is 14 days.

<b>Characteristics of Developed Recreation Sites Table 2</b>									
<b>COMPLEX #2 Bishop Creek And Big Pine</b>									
<b>Site</b>	<b>Big Trees</b>	<b>Forks</b>	<b>Intake WalkIn</b>	<b>Intake II</b>	<b>Bishop Park</b>	<b>Sabrina</b>	<b>North Lake</b>	<b>4 Jeffrey</b>	<b>Mountain Glen</b>
<b>Elevation (ft)</b>	7,500 ft.	7,800 ft.	8,200 ft.	8,200 ft.	8,400 ft.	9,000 ft.	9,500 ft.	8,100 ft.	8,200 ft.
<b># of units</b>	16	27	5	11	22	21	11	106	5
<b>NRRS, # sites</b>	NA	NA	NA	NA	NA	NA	NA	31	NA
<b>Communication</b>	Phone	Phone	NA	Phone	Phone	Phone	NA	Phone	NA
<b>Utilities (Water, Sewer, Electric WSE)</b>	W,S,E	W,S,E	W	W,S,E	W,S,E	W,E	W	W,S,E	NA
<b>Employee Site(s)</b>	1	2	NA	1	1	1	NA	2	NA
<b>Potable Water</b>	YES	YES	YES	YES	YES	YES	YES	YES	NA
<b>Toilet Type #Bldgs/Doors Accessible?</b>	Flush 1/4 Vault 1/2 Yes	Flush 1/2 Vault 2/3 Yes	Flush 1 Blds 2 Doors	Flush 1 Blds 2 Doors	Flush 2 Blds 4 Doors	Vault 2 Blds 4 Doors Yes	Vault 1 Blds 2 Doors Yes	Flush 6 Blds 19 Doors	Vault 1 Blds 1 Door Yes
<b>FS-Trash Bins Bins/ size (Bear proof)</b>	1/4YDS (Yes)	2/4YDS (Yes)	1/4YDS (Yes)	1/4YDS (Yes)	3/4YDS (Yes)	2/4YDS (Yes)	1/4YDS (Yes)	5/4YDS (Yes)	1/4YDS (Yes)
<b>Bear Proof Food Lockers</b>	16	21	5	8	21	18	11	65	5
<b>Bear Proof Recycling Centers</b>									
<b>Stay Limit Forest Order 04-92-2</b>	7	7	7	7	7	7	7	14	7
<b>2011 Fee Charged</b>	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$20
<b>Approximate Operating Season Subject to weather</b>	Weds. Prior of fishing opener last Sat. of April – Oct 31	Weds. Prior of fishing opener last Sat. of April – Oct 31	Weds. Prior of fishing opener last Sat. of April – Oct 31	Weds. Prior of fishing opener last Sat. of April – Oct 31	Weds. Prior of fishing opener last Sat. of April – Oct 31	Mid May to mid Sept	Mid May to Mid Sept	Weds. Prior of fishing opener last Sat. of April – Oct 31	Mid May to Mid Sept

<b>Characteristics of Developed Recreation Sites Table 2</b>								
<b>COMPLEX #2 Bishop Creek And Big Pine</b>								
<b>Site</b>	<b>Bitterbrush</b>	<b>Table Mountain Group</b>	<b>Bishop Park Group</b>	<b>Willow</b>	<b>Clyde/Glacier Group</b>	<b>Sage Flat</b>	<b>Upper Sage Flat</b>	<b>Big Pine Creek</b>
<b>Elevation (ft)</b>	7,350 ft.	8,500 ft.	8,400 ft.	9,000 ft.	7,600 ft.	7,600 ft.	7,600 ft.	7,600 ft.
<b># of units</b>	30	1	1	7	2	29	21	31
<b>NRRS, # sites</b>	NA	1	1	NA	2	NA	16	25
<b>Communication</b>	NA	NA	NA	NA	NA	NA	NA	NA
<b>Utilities (Water, Sewer, Electric WSE)</b>	W	W	W, S	NA	W		W	W
<b>Employee Site(s)</b>	1	NA	NA	NA	NA	1	1	1
<b>Potable Water</b>	YES	NA	YES	NA	YES	YES	YES	YES
<b>Toilet Type #Bldgs/Doors Accessible</b>	Vault 2Blds 4 Doors Yes	Vault 1Blds 1 Door Yes	Flush 1Blds 2 Doors	Vault 1Blds 1 Door Yes	Vault 1Blds 2 Doors Yes	Vault 2Blds 6Doors Yes	Vault 1Blds 4Doors Yes	Vault 2Blds 4Doors Yes
<b>FS-Trash Bins #Bins /Size (Bear proof)</b>	2/4YDS (Yes)	NA	NA	1/4YDS (Yes)	NA	2/4YDS (Yes)	2/4YDS (Yes)	3/4YDS (Yes)
<b>Bear Proof Food Lockers</b>	30	1	3	7	4	28	21	30
<b>Bear Proof Recycling</b>								
<b>Stay Limit Forest Order 04-92-2</b>	14	NA	NA	7	NA	14	14	14
<b>2011 Fee</b>	\$21	\$65	\$65	\$20	\$65	\$20	\$20	\$20
<b>Approximate Operating Season Subject to weather</b>	Weds. Prior of fishing opener last Sat. of April – Oct 31	Mid May to Mid Sept	Mid May to Mid Sept	Mid May to Sept 30	Mid May To Mid Sept	Weds. Prior of fishing opener last Sat. of April – Oct 31	Weds. Prior of fishing opener last Sat. of April – Oct 31	Mid May to Oct 31

## **Complex #3; Whitney Portal and Onion Valley Areas**

The Whitney Portal Recreation Area is located 12 miles west of the community of Lone Pine, California. The site includes three (3) fee campgrounds. Elevations at Whitney Portal range between 7,900 and 8,400 feet. Access is via paved county road. The vegetation type is mixed conifer and Lone Pine Creek runs through the recreation area. Visitor use is at or near capacity during much of the summer, particularly on weekends. The managed use season for the campgrounds is from approximately mid-May to mid-October. Opening and closing dates are subject to weather conditions. Onion valley and Grays Meadows Recreation Area is located along a fifteen-mile stretch of paved road between Independence, California on U.S. Highway 395 and Onion Valley to the west. The campground elevations begin at 6,000 feet and range to 10,000 feet. This area has three campgrounds, Lower and Upper Grays Meadows, and Onion Valley

### Whitney Portal Family Campground

This site has 43 spurs, which will accommodate vehicles from 15 feet to 55 feet in length. Roads and spurs are paved. Each unit contains, a table, bearbox, fire ring and some have leveled tent pads. Bearproof trash cans are located on site. Restroom facilities consist of 5 vault toilet buildings with 8 seats. Potable water is available at hydrants throughout the site. A 7 day stay limit is in effect to help meet user demand. Sixty percent of all units can be reserved through the National Recreation Reservation System (NRRS)

### Whitney Portal Group Campground

This site is located west and adjacent to the Whitney Portal Campground. There are 3 separate walk-in campsites with a capacity of 15 people each. Access and parking for about 6 vehicles is paved. Camping facilities include 8 tables, 3 fire rings, tent pads, and bearproof food storage lockers and bearproof trash cans. Potable water is furnished at hydrants. Toilet facilities are nearby in the adjacent family campground. A reservation system for this site is required through the National Recreation Reservation System. Stay limit is 7 days.

### Whitney Trailhead Walk-in Campground

This walk-in campground is located approximately .5 miles west of the Whitney Portal Family Campground. Access is paved. The site has 10 tent pads, 4 tables, 3 fire rings. Potable water is furnished. There is a 2 seat vault toilet below the campground that is shared with a parking lot. Parking for 130 vehicles is available adjacent to the site. This facility primarily serves as a backpacker staging area for visitors hiking the Mt Whitney Trail. Mt Whitney is the highest point in the lower 48 states. A one-night stay limit is in effect.

### Lone Pine Campground

Lone Pine campground is located 7 miles west of Lone Pine, California at the 6,000 feet elevation level. Vegetation in the area is mainly sagebrush. Summertime temperature highs range from 85 to 105 degrees. The managed season runs from mid-April to the end of October. Visitor use is moderate to heavy from June through September. Fishing and hiking are popular along

with sightseeing and picnicking. This is one end of the Whitney Portal National Recreation Trail. A small parking lot at the upper end of the campground accommodates day use vehicles along with those for users of the reservation group walk-in site, day use fishermen, and hikers. Lone Pine Creek flows year round along the north boundary of the site. In years when normal snow runoff occurs, Inyo Creek flows from spring to mid-summer along a portion of the south campground boundary. Lone Pine Campground has 41 available single-family sites. A 14 day stay limit is in effect. There are 28 spurs for car/trailer combinations and 9 spurs limited to a single car only. Four campsites are walk-in with nearby parking available. The campground has 3 vault toilet buildings for a total of 6 seats. Facilities include tables, fire rings, and bearboxes. Some sites have Klamath type enclosed stoves in addition to a fire ring. Thirty bearproof trash cans are on site. The access road and all parking facilities are paved. A utility building is on site near the photovoltaic well system, which supplies drinking water at hydrants located throughout the campground. The well also supplies water for the irrigation system that provides water to tree plantings within the campground. This campground is in the National Recreation Reservation System.

#### Lone Pine Group Walk-In Campsite

This site is located at the upper (west) end of the family campground. Parking is provided nearby at a 14 space parking area, which is shared with day use fishermen and hikers. A 2 seat vault toilet at the parking area serves all users. Group site facilities include one large table, fire ring and pedestal barbecue units. A reservation system is required for this site through the National Recreation Reservation System.

#### Grays Meadow Campground

This campground lies six miles west of Independence and consists of two separate sections at 6,000 feet in the high desert. It is predominately sagebrush, cottonwood, oak and pinion. Both sections of this campground utilize a well with solar panels as a power source. The water is stored in a concrete storage tank. This recreation area has a stay limit of 14 days. This campground is on the National Recreation Reservation System. Upper Grays Meadow has five (5) single car spurs, nine (9) spurs accommodating 26 to 40 foot vehicles and 20 spurs accommodating 40 to 50 foot vehicles. The campground roads and spurs are paved. Each unit contains a table, bearbox, and fire ring. There are two water flush toilet buildings totaling seven 7 seats. ***The flush toilets buildings in these campgrounds will be replaced this fall (2011) with vault toilets.***

Lower Grays Meadow has 16 sites, some sites may handle trailers up to 45 feet in length. The campground roads and spurs are paved. Each unit contains a table, bearbox, and fire ring. There is one water flush toilet building, which has 3 seats. ***The flush toilet building in this campground will be replaced this fall (2011) with vault toilets.*** The managed season for Grays Meadow Campground is from April 15 thru October 15. Lower Grays Meadow is to be open the first Friday in March due to an early fish season opener, thru October 15. Pre- and post-season operation may be subject to freezing weather. ***Once the vault toilets are in place, Lower Grays will be operated by the Forest Service as a no fee campground in the winter season.***

### Onion Valley Campground

The site is at 10,000 feet and has 12 single car spurs and 16 walk-in sites, which are near a paved parking lot consisting of 20 spaces. Each unit contains a table and fire ring. There is 2 vault toilet buildings with three (3) seats. The campground roads and spurs are not paved. This campground has a 14-day stay limit. The managed season is from approximately from June 1 to October 15. However, these dates are subject to snow conditions. Pre- and post-season operations may be subject to freezing weather. This campground is on the National Recreation Reservation System.

<b>Characteristics of Developed Recreation Sites Table 2</b>								
<b>COMPLEX #2 Whitney Portal and Onion Valley Area</b>								
<b>Site</b>	<b>Lone Pine</b>	<b>Lone Pine Group</b>	<b>Whitney Portal</b>	<b>Whitney Portal Group</b>	<b>Whitney Portal Backpacker</b>	<b>Lower Grays</b>	<b>Upper Grays</b>	<b>Onion Valley</b>
<b>Elevation (ft)</b>	7,350 ft.	8,500 ft.	8,400 ft.	9,000 ft.	7,600 ft.	7,600 ft.	7,600 ft.	7,600 ft.
<b># of units</b>	43	1	43	3	10	17	35	29
<b>NRRS, # sites</b>	28	1	18	3	NA	NA	31	13
<b>Communication</b>	NA	NA	NA	NA	NA	NA	NA	NA
<b>Utilities (Water, Sewer, Electric WSE)</b>	W	W	W	W	W	W	W	W
<b>Employee Site(s)</b>	1	NA	2	NA	NA	1	1	1
<b>Potable Water</b>	YES	YES	YES	YES	YES	YES	YES	YES
<b>Toilet Type #Bldgs/Doors Accessible</b>	Vault 2Blds 4 Doors Yes	Vault 1Blds 2 Door Yes	Vault 5Blds 8 Doors Yes		Vault 1Blds 2 Doors	Flush 1Blds 3Doors	Vault 2Blds 7Doors	Vault 2Blds 3Doors Yes
<b>FS-Trash Bins #Bins /Size (Bear proof)</b>	9/2CAN 3/4YDS (Yes)	NA	13/2CAN (Yes)	2/2CAN (Yes)	6/2CAN (Yes)	2/4YDS (Yes)	4/4YDS (Yes)	4/2CAN (Yes)
<b>Bear Proof Food Lockers</b>	43	3	43	3	12	17	35	29
<b>Bear Proof Recycling Centers</b>	3	1	7	1	1	NA	NA	NA
<b>Stay Limit Forest Order 04-92-2</b>	14	NA	7	NA	1	14	14	14
<b>2011 Fee</b>	\$17	\$60	\$19	\$60	\$10	\$16	\$16	\$16
<b>Approximate Operating Season Subject to weather</b>	Mid April to Oct 31	Mid April to Oct 31	Mid May to Mid Oct	Mid May to Mid Oct	Mid May to Mid Oct	1 <sup>st</sup> Sat in March to Oct 31	Mid April to Oct 31	Mid May to Mid Sept

#### D. Government-Furnished Property

The Forest Service will provide certain property in conjunction with the concession campground special use permit (*see Appendix 3:Inventory of Government-Furnished Property & Insured Properties* of the prospectus). Included in this inventory are a description, the quantity, and the estimated replacement cost of the applicable property.

#### E. Government-Furnished Supplies

The Forest Service will not furnish any supplies for day-to-day operation of the concession. Government-furnished supplies will be limited to those necessary for programmatic consistency, including:

- Forms to report use and revenue.
- A copy of the Forest Service publications, “Cleaning Recreation Sites,” “In-Depth Design and Maintenance Manual for Vault Toilets,” and “Vault Toilet Pumping Contract Specifications and Guidelines for Preparing Contracts.”
- A copy of “Recreation Opportunity Guides,” which the holder may reproduce at its expense.
- Title VI signs.

#### F. Utilities, Waste Management

Certain utilities and infrastructure exist for the developed recreation sites identified in this prospectus. The permit holder will be responsible for securing, managing, and paying for these utilities. Applicants should contact current service providers to obtain estimated costs for the utilities. (Reference Appendix 22: *Past Expenses - Service Providers Contact Information*) These utilities include:

- Electrical: Southern California Edison (SCE) is the service provider for electricity. The Forest Service will require the permit holder to notify SCE that the permit holder is to be listed as the user and billed for electrical service.
- Telephone: The telephone provider for this area is Verizon. There is cell phone coverage in some areas; there are some areas where coverage is limited.
- Propane/Gas: The permit holder is responsible for propane costs related to their operations during the permit use. For safety and regulatory reasons, the permit holder is not allowed to install and /or store bulk butane of propane.
- Water: The permit holder is required to operate and maintain the potable water systems and be in compliance with applicable federal, state, and local drinking water laws and regulations for operation and maintenance of a public water system.

Testing and maintenance of all potable-water systems must be in accordance with the Inyo and Mono County Health Departments and Forest Service regulations. *Appendix 10: Form FS-2700-4h, Special Use Permit, Appendix F*, describes the testing, documentation and notification requirements associated with operation of the water system. If current regulations change and it becomes necessary to perform more or different tests, the permit holder will be responsible for compliance. Copies of water system test reports will be provided by the Forest Service upon receipt by the concessionaire. See *Appendix 20: Water and Sewer System Operation Requirements* for tasks to be performed specific to the operation of the operate water systems under collection agreements. Operating requirements and detailed cost for the collection agreement is in *Appendix 20: Water and Sewer System Operation Requirements*.

Some of the water systems are shared systems with other permit holders and the Forest Service is the provider. In these instances, the permit holder will billed through collection agreement for their share of the costs of these systems; these costs are detailed in *Appendix 20*. Refer to Table 3 Complex Sewer/Electric/Water Providers at the end of this section.

- Garbage: The permit holder shall provide garbage removal at all sites. Garbage bins will be animal resistant.
- Recycling: The permit holder will recycle aluminum, glass and plastic. Recycling containers must be animal resistant. A local contractor is available if the concessionaire prefers not to do the recycling themselves. Refer to *Appendix 22: Past Expenses - Service Provider Contact Information*.
- Liquid Waste Disposal: The permit holder is responsible for pumping all campground vault toilets and flush toilet septic systems. Sanitation services to pump vault toilets, holding tanks, septic tanks, and dump stations will be the responsibility of the permit holder for the term of the permit. Snowmelt can also partially fill some units. A sewage vault is considered to need pumping when it reaches  $\frac{3}{4}$  full.

Some of the campgrounds are on sewer systems provided by the Forest Service. The sewer system may be shared by other permit holders. For Forest Service shared systems, the holder will be billed annually for their share of the costs. Refer to Table 3 Complex Sewer/Electric/Water Providers at the end of this section.

The concessionaire will change all billings to the permit holder's name and will be required to pay all costs incurred from the award date of the permit. In some cases, such as with county water system fees, a bill will be forwarded to the permit holder by the Forest Service. The permit holder will be responsible for the bill payments of all bills, under their permit, forwarded to the Forest Service.

<b>Table 3 – Complex Water and Sewer Providers</b>				
<b>SEWER</b>			<b>WATER</b>	
	<b>Provider</b>	<b>Billing</b>	<b>Provider</b>	<b>Billing</b>
<b>Complex #1 Rock Creek and Convict</b>				
French Camp Iris Meadow Big Meadow Palisade Group East Fork Pine Grove Rock Creek Lake Aspen Group Rock Creek Lake Group Convict	Forest Service Wastewater Plant	Permit Holder	Forest Service	Permit Holder
Tuff McGee Creek Holiday Upper Pine Grove	Vault Toilets No Sewer			
<b>Complex # 2 Bishop Creek and Big Pine</b>				
Big Trees Forks 4 Jeffrey Intake II Walk In Intake II Bishop Park Group Bishop Park	Forest Service Wastewater Plant	Permit Holder	Forest Service	Permit Holder
Sabrina North Lake Bitterbrush Mountain Glen Walk In Table Mountain Group Willow Sage Flat Upper Sage Flat Big Pine Creek Palisade Glacier Group Clyde Glacier Group	Vault Toilets No Sewer			
<b>Complex #3 MT WHITNEY ONION VALLEY</b>				
Whitney Portal Family Whitney Portal Group Whitney Trailhead Walk In Lone Pine Lone Pine Group Upper Grays Meadow Lower Grays Meadow Onion Valley	Vault Toilets No Sewer	Permit Holder	Forest Service	Permit Holder

## **II. Forest Service Concession Programs and Policies**

Government-owned concessions are authorized by special use permits issued under Section 7 of the Granger-Thye (GT) Act, 16 U.S.C. 580d, and implementing regulations at 36 CFR Part 251, Subpart B.

In addition, there are certain Forest Service programs and policies that apply to campground concession. All applications must be consistent with these requirements.

## A. National Recreation Reservation Service (NRRS)

The Inyo National Forest participates in the NRRS, which provides nationwide, toll-free telephone reservations for single-family or group camping sites, rental cabins, and other recreational facilities. Visitors pay the camping fee at the time they make a reservation, and no fees are collected at the site (although the permit holder may allow occupancy of any site in the NRSS that is unreserved and charge on site for that use). The current NRRS contractor is ReserveAmerica, 40 South St., Ballston Spa, New York 12020. Contact information for the NRSS follows.

[John Cameron]  
Forest Service Contracting Officer's Technical Representative  
telephone: [(850) 523-8589],  
email: [jhcameron@fs.fed.us]

ReserveAmerica Inc.  
2480 Meadowvale Boulevard, Suite 120  
Mississauga, Ontario  
Canada L5N 8M6  
Inventory Help Desk: (877) 345-6777  
Customer Service: (888) 448-1474  
email: [nrrs-inventory@reserveamerica.com](mailto:nrrs-inventory@reserveamerica.com)  
facsimile: (888) 742-5520

The NRRS is the only authorized reservation system for Forest Service developed recreation sites, including campgrounds, cabins, and group use areas. The Forest Service contract for the NRRS prohibits campground concession permit holders from using any other reservation system, establishing their own reservation system, or reserving campsites other than through the NRRS. Applicants may recommend adding sites to or deleting sites from the NRSS or changing the number of sites that may be reserved, the minimum number of days per reservation, or the location of sites that may be reserved. The permit holder also may make these recommendations during the term of the permit. The authorized officer will decide whether to accept or reject the recommendations.

Under the NRRS, the following guidelines must be followed, unless there are compelling operational reasons:

1. For each developed recreation site included in the NRRS, at least 60 percent of the units must be available for reservations. The rest of the units may be occupied on a first-come, first-served basis.
  - Reservation windows vary by type of site and are as follows: Individual campsites: from 240 to 4 days prior to arrival date. Group use areas: from 360 to 4 days prior to arrival date.
2. When the NRRS is utilized, the permit holder is responsible for on-site administration and will be required to:

- Obtain daily arrival reports (DARs) from the NRRS contractor each morning by establishing at least one central facsimile location, email address, or other means of obtaining and distributing DARs.
- Develop a system for posting reservations at the sites so other visitors know which units are reserved.
- Post and hold reserved sites for 24 hours.
- Ensure that the party with the reservation is the party using the site.
- Resolve any disputes over the use of reserved sites by drop-in campers.
- Verify that visitors hold a Golden Age or Golden Access Passport or the National Parks and Federal Recreational Lands Pass (Federal Recreational Lands Pass) authorized under the Federal Recreation Enhancement Act (REA), 16 U.S.C. 6801-6814, before giving the discount on fees for those passes (*see* section II.B).
- Develop inventory data for sites being added to the NRRS, and update data for sites currently in the NRRS (including fees charged the public and temporary site closures). Submit data to the NRRS at least annually for data updates.
- Communicate to the NRRS any emergency closures or other relevant operational changes as they occur.
- Approve customer refunds as appropriate, and process them through the NRRS. NRRS refund policies can be found at <http://www.reserveusa.com/jsp/homepage.jsp?goto=/home/policies.html>.

Because reservations can be made up to a year in advance for group sites and up to 240 days in advance for family sites, the NRRS is currently accepting reservations for the 2012 operating season. Fees received by the NRRS for reservations after December 31, 2012, will be held by the Forest Service and distributed following issuance of a special use permit to the successful applicant. In the final year of the permit, fees will be held in the same manner until a new permit is issued. The permit holder will honor reservations made prior to issuance of the permit at the price in effect when the reservations were made.

## **B. Pass Discounts**

The permit holder must provide a 50 percent discount on recreation fees charged under REA at developed recreation sites covered by this prospectus to holders of Golden Age and Golden Access Passports, as well as holders of the Interagency Senior and Access Passes.

Specifically, holders of these passes are entitled to a 50 percent discount on the fee for a single campsite occupied by the pass holders. The pass holders are not entitled to a discount on the fee for a multiple-family campsite, cabin, or group use area or any additional campsites occupied by those accompanying the pass holders. The 50 percent campsite discount does not include utility, water, or any other hookup fees.

Any loss of fee revenue from honoring the passes should be factored into applicants' bids.

The permit holder will not be required to offer discounts or free use to holders of the Annual or Volunteer Pass.

All family campgrounds in this prospectus must honor the 50% discount for Golden Age, Golden Access, Interagency Senior, and Interagency Access passes.

**The campgrounds where the 50% discount does NOT apply are:**

Aspen Group	Palisade Glacier Group
Palisade Group	Clyde Glacier Group
Rock Creek Lake Group	Lone Pine Group
Bishop Park Group	Whitney Portal Group
Table Mountain Group	

**C. Camp Stamps**

Camp stamps must be honored at their face value and submitted to the authorized officer for reimbursement.

**D. Site Closures**

The Forest Service reserves the right to close all or a portion of any area in this prospectus for repair; construction; floods, snow, extreme fire danger, or other natural events; wildlife protection; or risks to public health and safety. The Forest Service shall not be liable to the permit holder for lost revenue, operating costs, or any other losses resulting from these closures. However, for fee calculation purposes, the permit shall be placed in non-use status as provided by FSH 2709.11, section 31.23.

**E. Administrative Use**

If the Forest Service requires the permit holder to provide a service for the agency, the permit holder will be compensated for that use.

## F. Applicable Forest Orders

Forest Orders may be issued to address a variety of management concerns on a particular forest. Forest Orders related to the offering are identified in *Appendix 4: Applicable Forest Orders*. Additional applicable Forest Orders may be issued or revised in the future. *Appendix 8: FSM2342.1 Exhibit 01, Law Enforcement at Concession Campgrounds* clarifies the concessionaire roles and responsibilities of enforcing Forest Service Regulations and Forest Orders.

## G. Fee Tickets and Compilation of Use and Revenue Data

The permit holder must provide fee tickets to visitors that include at least the following information:

- The site number and total amount paid.
- The date of issuance and number of days paid for.
- If a pass is used, the pass number.
- The number of people in the group.
- The number of vehicles and their license plate numbers.

The permit holder must provide use and revenue data to the Forest Service (*see Appendix 5: Sample Use Report* of the prospectus for a sample use report). Use reports must be completed monthly and at the end of the operating season for each developed recreation site, provided that when the holder performs GT fee offset work in lieu of paying the land use fee in cash, use reports may be submitted quarterly, rather than monthly. At a minimum, monthly and year-end use reports must include:

- The total number of units occupied based on daily counts.
- The total number of people based on daily counts.
- The percentage of occupancy by month.
- Total recreation fee revenue.
- Total fee revenue for other goods and services.
- The total number of Camp Stamps collected.
- The total number of passes used.

In addition, year-end use reports must include:

- Total fee revenue collected under the NRRS.
- Total taxes paid.
- Total gross revenue.
- Total net revenue.

## H. Customer Service Comment Cards

The permit holder must provide a customer service comment card to visitors at each developed recreation site (*see Appendix 6: Sample Customer Service Comment Card* of the prospectus).

## I. Performance Evaluations

At a minimum, the Forest Service will perform a year-end performance evaluation within four months of the close of the operating season (*see Appendix 7: Standard Performance Evaluation Form* of the prospectus). An unsatisfactory rating may be cause for suspension or revocation of the special use permit. Sustained satisfactory performance is required for a permit extension.

## J. Accessibility

The Architectural Barriers Act of 1968 (ABA) and Section 504 of the Rehabilitation Act of 1973 require new or altered facilities to be accessible, with few exceptions. In 2004, the Architectural and Transportation Barriers Compliance Board (Access Board) issued revised accessibility guidelines for buildings and facilities subject to the ABA and the Americans with Disabilities Act (ADA). These new guidelines are called the ADA/ABA Accessibility Guidelines. In 2006, the Forest Service issued the Forest Service Outdoor Recreation Accessibility Guidelines (FSORAG). The FSORAG addresses types of recreational facilities, including developed recreation sites, that are not covered by ADA/ABA Accessibility Guidelines.

Any Government maintenance, reconditioning, renovation, or improvement (*see section III.C*) must meet ADA/ABA Accessibility Guidelines, where applicable, as well as the FSORAG.

The FSORAG and the ADA/ABA Accessibility Guidelines are posted on the Forest Service's website at <http://www.fs.fed.us/recreation/programs/accessibility>. Questions regarding ADA/ABA Accessibility Guidelines may be referred to the Access Board at [www.access-board.gov](http://www.access-board.gov). Questions regarding the FSORAG may be referred to the accessibility coordinator for the local National Forest.

The permit holder is responsible for ensuring effective communication with visitors with disabilities, including persons with impaired vision or hearing, so that all visitors may obtain information on accessible services, activities, and facilities.

## K. Camping Unit Capacity

### **Number of Vehicles Per Camping Unit – Family Campsites**

Inyo Forest Order #04-92-2 Developed Recreation Sites & Stay Limits CFR261.58(f) and 261.58(i) limits all family campground sites to a capacity of no more than six persons per site (unless dependent children) and no more than two vehicles per campsite. The permit holder will adhere to the regulations restricting use of the sites to six (6) people and two (2) vehicles per site. Refer to Appendix 4 for complete text of Forest Orders.

A “vehicle” is defined as any motorized conveyance, including anything that is being towed. For example, a motor home towing a trailer is considered one (1) vehicle. Additional trailers, motorcycles, or ATV's may be allowed on a site if they are parked completely on the paved surfaced area of the campsite and do not create a safety hazard or cause resource damage..

The single family campsite fee established for each campsite unit allows for one vehicle per campsite. A “vehicle” is defined as any motorized conveyance, including anything that is being towed. For purposes of capacity, two motorcycles are considered one vehicle. For example, a

motor home towing a boat trailer is considered one vehicle. A motor home towing a small car is considered two vehicles. When extra vehicles are allowed, an extra fee of up to 50 percent of the camping unit fee may be charged for each extra vehicle.

If camping unit capacity is exceeded (i.e., the extra vehicle causes a safety hazard or resource damage, or if there are more than two vehicles or 6 people), the customer may be required to occupy an additional camping unit or park extra vehicles in an overflow parking area, if available. If motorcycles and ATV's are on a trailer, they do not count as vehicles. If they are not on the trailer and parked in the campsite, they DO count as vehicles and must be park on the surfaced parking spur where they do not create a safety hazard or cause resource damage.

This campsite capacity determination is subject to final approval of the Forest Service Authorized Officer.

### **Group Site Capacity**

The capacity established for group sites is as follows:

Aspen Group: 25	Palisade Glacier Group: 15
Palisade Group: 25	Clyde Glacier Group: 20
Rock Creek Lake Group: 25	Lone Pine Group: 15
Bishop Park Group: 25	Whitney Portal Group: 3 sites 15 people each
Table Mountain Group: 25	

### **L. Stay Limit**

Per Inyo Forest Order #04-92-02, CFR261.58 (a) campers at overnight sites will be limited to a 28 day stay limit during any consecutive 6 month period per Ranger District. From June 15th to September 10th of each year, in developed campgrounds, campers cannot not stay more than the posted stay limit for that campground in a 30 day period and no more than the maximum 28 days per District. Refer to Appendix 4: *Applicable Forest Orders* for complete text of Forest Orders and stay limits for each campground. **This Forest Order is under review and subject to change.**

### **M. Fees Charged to the Public**

The permit holder may charge the public fees only to the extent that the Forest Service can charge recreation fees under REA. All recreation fees must be specified per developed recreation site. The holder must honor the proposed pricing through the first full operating season. Thereafter, the holder may propose price adjustments with justification.

Permit holders may not charge for any of the following:

- Solely for parking, undesignated parking, or picnicking along roads or trailsides.
- General access, unless specifically authorized by REA.

- Dispersed areas with low or no investment, unless specifically authorized by REA.
- Persons who are driving through, walking through, boating through, horseback riding through, or hiking through NFS lands without using the recreational facilities and services for which a fee is charged.
- Camping at undeveloped sites that do not provide the minimum number of facilities and services prescribed by REA.
- Use of overlooks or scenic pullouts.
- Travel by private, noncommercial vehicle over any national parkway or any road or highway in the Federal-aid System that is commonly used by the public as a means of travel between two places, either or both of which are outside an area in which recreation fees are charged.
- Travel by private, noncommercial vehicle, boat, or aircraft over any road, highway, waterway, or airway to any land in which the person traveling has a property right, if the land is in an area in which recreation fees are charged.
- Any person who has a right of access for hunting or fishing privileges under a specific provision of law or treaty.
- Any person who is engaged in the conduct of official federal, state, tribal, or local government business.
- Special attention or extra services necessary to meet the needs of the disabled.

## N. Law Enforcement

Forest Service Manual (FSM) 2342.1, Exhibit 01, addresses the law enforcement authorities and responsibilities of concessionaires, state and local law enforcement agencies, and the Forest Service at concession campgrounds. *See Appendix 8: FSM 2342.1, Exhibit 01, Law Enforcement at Concession Campgrounds* of the prospectus.

## O. Other Pertinent Information

### **Employee Housing**

Accommodations for overnight use by personnel are limited to the designated employee sites approved by the Forest Service. Campsites utilized by concession personnel should present an orderly “camping” image to the general public, without taking on the appearance of “long term residences”. Personal and work vehicles must be kept on the parking spur. Additional vehicles and supplies may need to be stored off site if there is insufficient space at the employee site.

Employee sites are subject to the authorized officer's approval. Firewood for personal use may not exceed ¼ cord without a firewood cutting permit.

## **Resource Concerns**

- **Site Protection, Erosion Control, Wind Damage, and Fire Prevention**

The permit holder has an affirmative duty to protect from damage the land, property, and other interests of the United States. Examples include, but are not limited to, fire suppression, erosion, and wind damage to the environment and to Government-owned improvements covered by this permit, damage, or contamination to the environment, and/or damage to roads and trails (Reference *Appendix 12: Sample Special Use Permit*, Form FS-2400-4h, Clauses II.G, III.E, III.F, III.G, and V.A-1).

- **Endangered Species**

The permit holder will be required to work with the Forest Service to inform campground users about any endangered species and the protection of its habitat. The permit holder will have to include this information in the annual operating plan for the permit (*see Appendix 9 of the prospectus*).

- **Condition of Trees**

The pine stands within the campgrounds are mature to over-mature. Predominant species are Lodgepole, Jeffery Pine, Pinyon Pine and Fir. During the past few years, the trees have experienced heavy damage from wind, snow, dwarf mistletoe, and sudden limb drop. Trees that look healthy on the exterior may contain rotten cores and can drop a heavy limb without any warning.

### **Hazard Tree Removal**

The permit holder will have to conduct pre-season inspection of the campgrounds to identify existing and potential hazards, including hazard trees. The permit holder also will be responsible for monitoring and identifying hazard trees during the operating season. After securing written approval from the authorized officer, the permit holder's financial responsibility for removing hazard trees and associated slash will not exceed \$5,000 per year for Complex #1, \$4,000, for Complex #2, and \$2,000 for Complex #3. The annual operating plan will address appropriate disposal of hazard trees and slash.

## **Butane and Propane Installations**

For safety and regulatory reasons, the permit holder is not allowed to install and /or store bulk butane or propane. The annual operating plan and special use permit will describe how small amounts (for facilities and individual host use) of these materials must be stored including but not limited to the volume, type of storage, and spill-containment plan (Reference *Appendix 10: Form FS-2400-4h, Sample Special Use Permit* Clauses V.A, G and H).

## **Water Faucet Connections**

Faucets will not be connected to RV's, except at Permittee's housing sites. Any hookups made will have a Forest Service approved antisiphon device in place at all times. Public hookups will not be permitted except at designated RV fill up stations.

## **Environmental Reviews**

The facilities offered in this prospectus are located within the area managed according to the Inyo National Forest Land and Resource Management Plan. Special procedures are required to assess the effect of proposed recreation site management activities, including all types of vegetation management and surface disturbing activities, on a range of sensitive species and survey and manage species. The concessionaire must coordinate closely with the Forest Service prior to beginning vegetation management activities and/or work requiring surface disturbance.

The Forest Service must approve activities before the work begins. The activity cannot proceed until the Forest Service has completed the required environmental reviews, and the U. S. Fish and Wildlife Service has concurred with the findings of the Forest Service. In some cases, these reviews can take several months. The Forest Service will expedite the environmental review process to the best of its ability, but cannot be responsible for loss of revenue due to delays resulting from the environmental review processes required by law.

To expedite the environmental review process, the holder may enter into a voluntary collection agreement, or, if over 50 hours, enter into a Cost Recovery Category 6, or enter into third party contracts.

## **III. Special Use Permit**

In exercising the rights and privileges granted by the special use permit, the permit holder must comply with all present and future federal laws and regulations and all present and future state, county, and municipal laws, regulations, and other legal requirements that apply to the permit area, to the extent they do not conflict with federal law, regulation, or policy. The Forest Service assumes no responsibility for enforcing laws, regulations, and other legal requirements that fall under the jurisdiction of other governmental entities.

### **A. Permit Term**

The permit term will be for up to 5 years, with an option to extend the term for up to an additional 5 years at the sole discretion of the authorized officer. The decision to extend the term will depend, in part, on sustained satisfactory performance of the permit holder. Upon expiration of the permit, continuation of the permitted activity will be at the sole discretion of the authorized officer and will be subject to a competitive offering. A new prospectus will be issued during the final year of the permit term.

If the decision to select a permit holder is appealed, a permit will not be issued until the appeal has been resolved, unless operation is needed during the appeal, in which case a permit with a term of one year or less may be issued.

## **B. Permit Holder Responsibilities**

This section highlights the requirements of the special use permit, which is contained in Appendix 10 of the prospectus. Applicants are responsible for familiarizing themselves with all permit requirements that govern the operation covered by this prospectus.

### **Responsibility for Day-to-Day Activities**

As a general rule, the holder will be required to conduct the day-to-day activities authorized by the permit. Some, but not all, of these activities may be conducted by someone other than the permit holder, but only with the prior written approval of the authorized officer. The permit holder will continue to be responsible for compliance with all the terms of the permit.

### **Permit Holder-Furnished Supplies and Equipment**

The permit holder will be required to provide all vehicles, equipment, and supplies necessary to operate the authorized developed recreation sites in accordance with the special use permit.

### **Holder-Furnished Vehicles**

The permit holder may not use all-terrain vehicles, motorcycles, or motor-bicycles in the campgrounds. The holder may propose use of golf carts or other similar vehicles to facilitate daily maintenance of the facilities. If authorized, carts must stay on designated roads or trails while driving between sites or loops within a campground. Carts are not authorized to drive on roads outside of their campgrounds.

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

Maintenance, reconditioning, and renovation are defined in the permit (FS-2700-4h, clause IV.E.1(a), (c)). Holder MRR is defined as maintenance, reconditioning, or renovation that neither materially adds to the value of the property nor appreciably prolongs its life. The work serves only to keep the facility in an ordinary, efficient operating condition. From an accounting or tax perspective, it is work that may be expensed, but not capitalized. In fulfilling these responsibilities, the holder must obtain any licenses and certified inspections required by regulatory agencies and follow state and local laws, regulations, and ordinances and industry standards or codes applicable to the permitted operation (FS-2700-4h, clause IV.E.1(d)). The permit holder, at its expense, will be required to perform holder MRR under a holder MRR plan (FS-2700-4h, clause II.D). The holder MRR plan will describe required holder MRR and its frequency. The holder MRR plan will become part of the permit holder's annual operating plan. A sample Holder MRR plan is located in Appendix 9: *Sample Operating Plan and Holder MRR Plan*.

### C. Granger-Thye Fee Offset Agreement

The federal government owns all the improvements at the developed recreation sites covered by this prospectus. Under Section 7 of the Granger-Thye (GT) Act and the terms of the permit, the permit fee may be offset in whole or in part by the value of Government maintenance, reconditioning, renovation, and improvement (MRRI) performed at the permit holder's expense. Government MRRI is defined as maintenance, reconditioning, renovation, or improvement that arrests deterioration, improves and upgrades facilities, and appreciably prolongs the life of the property. Government maintenance, reconditioning, renovation or improvement, whether performed by the holder or the Forest Service, shall be performed at the sole discretion of the authorized officer. *See* Appendix 10 of the prospectus and FS-2700-4h, clause IV.E.

All Government MRRI shall be enumerated in an annual GT fee offset agreement signed by the holder and the Forest Service in advance of the operating season (*see* Appendix 11 of the prospectus and FS-2700-4h, Appendix B). Alternatively, a multi-year fee GT fee offset agreement can be prepared for consolidated fee payments. A list of sample Government MRRI projects is included in Appendix 12 of the prospectus.

Either the holder or the Forest Service may perform GT fee offset work. This determination will be made annually. When the holder performs GT fee offset work, if it includes construction that costs more than \$2,000, it is subject to the Davis-Bacon Act and the fee offset agreement must contain Davis-Bacon Act wage provisions. Additionally, indirect costs may be offset provided the holder submits either a currently approved indirect cost rate or accounting procedures and supporting documentation to determine an indirect cost rate (*see* Appendix 13: *Indirect Cost Reimbursement Letter* of the prospectus).

The holder's claims for GT fee offset must be documented using the FS-2700-4h, Appendix G, Granger-Thye Fee Offset Certification Form (*see* Appendix 14: *Granger-Thye Fee Offset Certification* of the prospectus). This form requires the holder to itemize allowable costs incurred for an approved GT fee offset project and to certify the accuracy and completeness of claims.

When the Forest Service performs GT fee offset work, the holder will deposit fee payments into a CWFS account. The Forest Service will perform GT fee offset work under a collection agreement and offset those costs against the permit holder's annual permit fee (*see* FS-2700-4h, clause IV.E.3, and Appendix 15: *Sample Collection Agreement* of the prospectus). The Forest Service's indirect costs may be offset at the agency's approved rate. The Forest Service and the holder will agree on the work to be performed in advance of each operating season.

### D. Insurance

#### **Liability Insurance**

The successful applicant must have liability insurance covering losses associated with the use and occupancy authorized by the permit arising from personal injury or death and third-party property damage in the minimum amount of \$100,000 for injury or death to one person per

occurrence; \$300,000 for injury or death to more than one person per occurrence; and \$25,000 for third-party property damage per occurrence, or in the minimum amount of \$300,000 as a combined single limit per occurrence. Insurance policies must name the United States as an additional insured (*see Appendix 10: Sample Special Use Permit of the prospectus and FS-2700-4h, clause III.I*).

### **Property Insurance**

**Property insurance** will be required for the **Complex #1** for restroom facilities in the amount of **\$1,338,000** for replacement in kind of the insured property (*see Appendix 3, Government Facility/Improvement Inventories and Insured Properties*).

**Property insurance** will be required for the **Complex #2** for restroom facilities in the amount of **\$1,044,000** for replacement in kind of the insured property (*see Appendix 3, Government Facility/Improvement Inventories and Insured Properties*).

**Property insurance** will be required for the **Complex #3** for restroom facilities in the amount of **\$291,000** for replacement in kind of the insured property (*see Appendix 3, Government Facility/Improvement Inventories and Insured Properties*).

### **E. Bonding**

The authorized officer has the discretion to determine whether bonding will be required. Bonding may be appropriate for reconstruction or improvement work performed pursuant to a GT fee offset agreement. Additionally, bonding is appropriate to protect the Forest Service from a default on provision of camping services for sites that are reserved through the NRRS. In the latter instance, the amount of the bond will be based on the value of outstanding reservations made on average for that concession.

Bonding for GT construction projects will be dependent upon the scope of the project and determined on an “as-needed” basis. The bond may take the form of corporate surety, Treasury bills, notes or other negotiable securities, cash deposits, irrevocable letters of credit, assignment of savings accounts, or assignment of certificates of deposit. The authorized officer may reevaluate the need for or the amount of the bond after the first operating season.

## **IV. Application**

### **A. Instructions for Submitting Applications**

Three (3) permits will be issued; one permit per Complex, to provide high-quality public service in the operation and maintenance of Government-owned recreation facilities located on the White Mountain, Mammoth, and Mount Whitney Ranger Districts, Inyo National Forest. Each permit area must have a separate application, and each application must be accompanied with the information as stated in the prospectus. Applicants can apply for any or all complex area permits areas, each complex will be evaluated separately. Willingness to take multiple permit areas will not factor into the evaluation. If applying for multiple permit areas, one business plan may serve for all applications.

This prospectus is being issued to solicit applications for a concession campground special use permit. Three (3) permits will be issued; one permit per Complex, to provide high-quality public service in the operation and maintenance of Government-owned recreation facilities located on the White Mountain, Mammoth, and Mt Whitney Ranger Districts, Inyo National Forest. Each permit requires a separate application.

Applicants are strongly encouraged to visit the sites at least once before submitting an application (*see* Appendices 1 and 2, vicinity and area maps and maps of developed recreation sites). For information regarding scheduling site visits with Forest Service personnel, contact Hern Crane South Zone Recreation Manager 760-873-2511 [hcrane@fs.fed.us](mailto:hcrane@fs.fed.us)

The information in this prospectus is from generally reliable sources, but no warranty is made as to its accuracy. Each applicant is expected to make an independent assessment of the business opportunity offered in this prospectus.

All applications must be submitted to Inyo National Forest, Attention: RECREATION CAMPGROUND PROSPECTUS BID, 351 Pacu Lane Ste. 200 Bishop, CA 93514.

**Applications must be received by close of business (4:30 p.m.) on Wednesday, November 30, 2011.**

Applications must include payment for processing fee, payable to USDA-Forest Service. Additional details in Section IV.C.6 below.

Applicants must submit 6 copies of their application package and supporting documents. In addition, they must submit 5 copies of their business plan to the Forest and one copy to the Nevada Small Business Development Center (*see* Section C 2. below).

Please ensure that all requested information is submitted. Missing or incomplete information will result in a lower rating for the corresponding evaluation criteria.

Applications must be signed. The person signing for an entity must have authority to sign for that entity. Applicants must include their address, telephone number, facsimile number, and email address.

Corporations also must include:

- Evidence of incorporation and good standing.
- If reasonably obtainable, the name and address of each shareholder owning 3 percent or more of the corporation's shares and the number and percentage of any class of voting shares that each shareholder is authorized to vote.
- The name and address of each affiliate of the corporation.
- If an affiliate is controlled by the corporation, the number of shares and the percentage of any class of voting stock of the affiliate owned, directly or indirectly, by the corporation.
- If an affiliate controls the corporation, the number of shares and the percentage of any class of voting stock of the corporation owned, directly or indirectly, by the affiliate.

Partnerships, limited liability companies (LLCs), associations, or other unincorporated entities must submit a certified copy of the partnership agreement or other documentation establishing the entity or a certificate of good standing under the laws of the state where the entity is located.

Applicants should contact: Hern Crane 760-873-2511 or [hcrane@fs.fed.us](mailto:hcrane@fs.fed.us) with any questions related to this offering.

## **B. General Terms, Qualifications, and Reservations**

All applicants have an equal opportunity to apply. Except for members of Congress, Resident Commissioners, and current Forest Service employees, any individual or entity may apply.

The Forest Service does not guarantee a profitable operation. Rather, applicants are responsible for reviewing the prospectus and making their own determination concerning business viability.

The Forest Service will select the application that offers the best value to the Government. The Forest Service reserves the right to select the successful applicant based on a trade-off between the fee to the Government and technical merit.

The Forest Service is not obligated to accept the application with the highest return to the Government.

The Forest Service reserves the right to select the successful applicant based solely on the initial application, without oral or written discussions.

The Forest Service reserves the right to reject any or all applications and to rescind the prospectus at any time before a special use permit is issued.

Any oral statement made by a representative of the Forest Service shall not modify the requirements of this prospectus. If it is determined that an error or omission has been made or additional information is required, a written amendment will be sent to each person or entity receiving a copy of this prospectus.

If there is a conflict between the terms of the prospectus and the special use permit, the terms of the permit will control.

The information contained in applications will be kept confidential to the extent permitted under the Freedom of Information Act (5 U.S.C. 552) and the Privacy Act (5 U.S.C. 552a).

## **C. Application Package Requirements**

Applications must be in writing and must include or address the following:

- A proposed annual operating plan (including required and optional services).
- A business plan, business experience, references, and Small Business Development Center (SBDC) review fee, if applicable (*see* section IV.C.2).
- Financial resources.
- Fees charged to the public.
- Fee to the government.
- Initial processing fee.

## **1. Proposed Annual Operating Plan (Including Required and Optional Services)**

Applicants must submit a proposed annual operating plan that addresses all required and optional services. Applicants must utilize the sample annual operating plan (*see* Appendix 9 of the prospectus) to organize their response to this section. The successful applicant's proposed operating plan will be attached to and become a part of the special use permit.

Applicants must specify whether another party will assist with any of the operational aspects of the concession, and if so, must include the other party's name, address, telephone number, email address, and relevant experience.

Below are highlights of what needs to be addressed in the proposed annual operating plan. For more detail, see the sample annual operating plan in Appendix 9 of the prospectus.

### **Operating Season**

The operating season for campgrounds coincides with fishing season and begins Wednesday before the last Saturday of April and ends November 15th. Peak season is from June 15th to the weekend after Labor Day, when all sites must be open and operational seven days per week (subject to snow conditions and Forest Service closure orders). Campground openings and closings are staggered depending upon public need and snow conditions. Refer to Tables 1 and 2 in Section I.C. "*Description of Developed Recreation Sites and Facilities*" for dates. Weather conditions permitting, each complex is required to have at least one campground open in some capacity to meet public need during the late April and October 31- November 15th time periods, unless otherwise approved by the Forest Service.

In Complex #3 Lower Grays Meadow will open for the 1<sup>st</sup> Saturday in March for an early fishing season opener.

The concessionaire may propose alternatives for shoulder season operations.

Applicants need to propose the period in which they will operate the sites listed in the prospectus.

### **Staffing**

Applicants must address appropriate staffing to meet customer service and cleanliness standards. The holder will be responsible for furnishing all personnel for the developed recreation sites and for adequately training and supervising their activities under the terms of the permit. The holder must meet requirements of federal and state laws governing employment, wages, and worker safety. Based on past experience, recommended staffing is outlined in *Appendix 9: Sample Annual Operating Plan and Holder MRR Plan* of the prospectus. Applicants should address worker hours and schedules. Applicants also should address staff training for effective customer service, conflict resolution, area-specific emergency procedures, and dissemination of recreation and tourism information.

## **Supervision and Management**

Applicants must designate an individual to serve as the agent of the holder for purposes of administration of the permit by the Forest Service. The designated agent must periodically review attendant performance on site and must be available to resolve repair needs within 24 hours of discovery or notification. The holder will be responsible for the conduct of its employees, including preventing conduct prohibited by 36 CFR part 261, Subpart A, and ensuring that employees are not under the influence of intoxicating beverages or narcotic drugs while on duty or representing the holder. Applicants also must include a policy for removing employees who engage in inappropriate conduct.

## **Uniforms and Vehicle Identification**

Applicants should describe employee uniforms, insignia, name tags, and the applicants' policy for ensuring a clean, professional appearance by staff while on duty. The holder's employees may not wear any component of the Forest Service uniform. Additionally, applicants should address their policy for vehicle maintenance and appearance; types of vehicles to be used for operations (vehicles may not be driven off designated roads or trails); and signage to identify the concessionaire to the public.

## **2. Business Plan, Business Experience, and References**

Applicants must submit a business plan utilizing the format in Appendix 16: *Sample Business Plan* of the prospectus. This part of the application package must be a separate document. The business plan provides a thorough analysis of an applicant's vision of the proposed business. A good business plan is essential for running a successful business, maintaining and improving the business, and raising needed capital.

Applicants must furnish a detailed description of their experience relating to operating and maintaining developed recreation sites (*e.g.*, campgrounds, beaches, and marinas). The description must include experience in private business, public service, or any nonprofit or other related enterprises. Applicants are encouraged to contact their local SBDC if they need assistance in completing their business plans. Alternatively, applicants who have already received a review of their business plan from an SBDC or the Forest Service for the current fiscal year may submit a copy of the review report.

## **SBDC Review**

All business plans will be independently reviewed by an SBDC. Applicants are required to submit 6 copies of their business plan. One copy is to be mailed directly to the NSBDC at the address below. Five copies are to be included with the application and mailed to the Inyo National Forest. If an applicant's current fiscal year business plan has already been reviewed by an SBDC, the applicant may submit a copy of the review report.

Along with a business plan, applicants also must submit a bank draft, money order, or cashier's check in the amount of \$500.00 made payable to: Nevada Small Business Development Center. Applicants submitting a current fiscal year review report by the Forest Service or an SBDC need not enclose payment. Mail two copies to the Inyo National Forest and one copy and payment to:

UNR  
1664 North Virginia  
Attn: Gracie Bartholet  
NSBDC Office  
Mail Sort 0032  
Reno, NV 89557

### **Performance Evaluations**

Applicants who have experience in managing Forest Service or other Government concessions must provide copies of the most recent annual written performance evaluations for each Forest Service or other concession the applicants have operated or are operating.

### **References**

Applicants also must furnish three business references with names, addresses, telephone numbers, and email addresses in support of relevant business experience. These references will be contacted for information regarding applicants' past performance. In addition, the Forest Service may consider past performance information from other sources.

### **3. Financial Resources**

Applicants must submit a complete set of all financial statements for the last three fiscal years that have been audited, reviewed, or compiled by a certified public accountant (CPA). For any financial statements that were only compiled by a CPA, applicants must complete FS-6500-24, Financial Statement (*see* Appendix 17 of the prospectus) for certification of the accuracy of the financial statements.

Applicants must complete FS-6500-24 for any of the last three fiscal years they were in business for which a financial statement was not audited, reviewed, or compiled by a CPA. An applicant who has had a financial ability determination (FAD) conducted within the past year should include a statement to that effect along with the forest name, contact name and telephone number. Additionally, applicants must identify any pending applications or new permits obtained from the Forest Service since the FAD was completed.

In completing FS-6500-24, LLCs must list the name of the company in block 1, the names and interests of the principals in block 5, and their members should be listed in block 6. In addition, LLCs must complete the certification in Part (D)(1) of FS-6500-24.

An applicant who has not been in business for the last three fiscal years, and therefore cannot submit audited, reviewed, or compiled financial statements or an FS-6500-24, must submit three fiscal years of projected financial statements compiled by a CPA using the forecast method.

Any financial information submitted by applicants must conform to generally accepted accounting principles (GAAP) or other comprehensive bases of accounting. Any previously prepared financial documents that are submitted must be unredacted and in their original form, including footnotes.

Applicants must show at least 25 percent of the first year's operating costs in liquid assets. Liquid assets are assets that are readily converted into cash.

Applicants also must complete blocks 1 through 5 of form FS-6500-25, Request for Verification (*see* Appendix 18 of the prospectus) and submit the signed and dated form with the application. The Forest Service will forward the FS-6500-25 for the most qualified applicant to the Albuquerque Service Center for processing. The auditor assigned to conduct the FAD will send a copy to each financial institution with which the applicant does business. The financial institutions must complete blocks 6 through 15 of the form and mail the completed form to, USDA Forest Service, Albuquerque Service Center, and Attention: Branch Chief, Resource Audit Branch 101 B Sun Ave NE, Albuquerque, NM 87109.

#### **4. Fees Charged to the Public**

Applicants must provide a list of all fees they propose to charge to the public for the first three years of operation, including fees for required and optional services (*see* Appendix 9, *Sample Annual Operating Plan*, for a list of required and optional services). Discuss any variable pricing, discounts, and passes. All proposed fees to be charged to the public also must be included in the business plan as an income item.

The Forest Service reserves the right to regulate the rates charged to the public.

#### **5. Fee to the Government**

The Government is obligated to obtain fair market value for the use of its land and improvements. The minimum fee is **\$21,595.47** per year for Complex #1 permit and **\$14,986.66** per year for Complex #2 permit, and the minimum fee is **\$9,689.70** per year for Complex #3 permit. The minimum fee is the concession's average gross revenue for the past three years multiplied by the current 30-year Treasury bond rate (3.70% on 08/04/2011). The minimum fee will be recalculated using 2009-2011 gross revenues and current Treasury bond rate at time of issuance. The minimum fee will be adjusted at the end of the first five years of the permit term if the permit is extended for five years.

<b>Minimum Fee Calculation</b>					
<b>Gross Revenues</b>					
<b>COMPLEX</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>3 year average</b>	<b>X 0.0370 % For Fee</b>
<b>Complex #1 Rock Creek Convict</b>	<b>\$558,854</b>	<b>\$618,932</b>	<b>\$573,201</b>	<b>\$583,661</b>	<b>\$21,595.45</b>
<b>Complex #2 Bishop Creek Big Pine</b>	<b>\$362,303</b>	<b>\$433,578</b>	<b>\$419,256</b>	<b>\$405,045</b>	<b>\$14,986.66</b>
<b>Complex #3 Mt Whitney Onion Valley</b>	<b>\$232,183</b>	<b>\$278,233</b>	<b>\$275,239</b>	<b>\$261,884</b>	<b>\$9,689.70</b>

Applicants may propose a fee below the minimum, provided they can document why this amount represents fair market value. However, the Forest Service may reject the proposed fee if the agency determines that it does not reflect fair market value.

Applicants must propose the fee to the Government as a percentage of the concession's adjusted gross revenue. One percentage may be proposed for the entire permit term, or the percentage may vary each year. However, if a consolidated fee payment will be proposed, one percentage rate must be proposed for the entire period of consolidated payments.

Optional Consolidated Land Use Fee Payment. Applicants may propose a consolidated fee payment for up to 5 years during the initial permit term or extension of the term to finance a GT fee offset project. The consolidated land use fee payment will be determined by multiplying the average annual gross revenue of the offering for the past 3 years (adjusted, if applicable, based on expansion or contraction of the concession) by the number of years the land use fee payments will be consolidated, and multiplying the product by the percentage of gross revenue proposed by the applicant. If the Forest Service will perform the GT fee offset work using a collection agreement, the entire consolidated land use fee payment must be made when the first land use fee payment otherwise would have been due. If the holder will perform the GT fee offset work, the holder must commence that work within the first 6 months of the consolidated fee period and must complete the work within 18 months of the beginning of the consolidated fee period. The consolidated land use fee payment will not be reconciled based on actual gross revenues.

The proposed fee to the Government also must be included in the business plan as an expense item in the cash flow projections.

The fee to the Government may be offset in whole or in part by the value of Government MRRI, performed at the permit holder's expense in accordance with a GT fee offset agreement (*see* section III of the prospectus).

## **6. Application Fee**

### **Cost Recovery**

Applications submitted in response to this prospectus are subject to cost recovery pursuant to 36 CFR 251.58(c)(1)(ii) and (c)(3)(iii). **Applicants must submit a processing fee of \$200 for the Complex # 1 permit application, \$200 for Complex # 2 permit application and \$100 for Complex # 3 permit applications to cover the cost of the prospectus and review of the application.** Payments due the United States for this application must be paid in the form of a bank draft, money order, or cashier's check payable to the USDA-Forest Service. Payments will be credited on the date received by the designated Forest Service collection officer or deposit location. Additionally, the selected applicant will be responsible for the costs of preparing and issuing the permit and conducting a FAD, unless the Forest Service has conducted a FAD for the applicant within the past year. If a FAD has been completed for the applicant within the last 12 months, the applicant will be responsible for the cost of adjusting it to reflect any change this selection will have on the applicant's financial ability.

## **D. Evaluation of Applications**

A Forest Service evaluation panel will evaluate each application utilizing the non-fixed weight method.

### **The following evaluation criteria are listed in order of importance:**

- Proposed annual operating plan (including required and optional services).
  - Emphasis will be placed on the kinds and quality of proposed services and how these services are accomplished. Key factors are staffing, holder maintenance of facilities, and ability to perform government MRR projects and operating season. Optional services provided will be considered. Applicants must ensure that their proposed services conform to existing laws, regulations and plans, and are accurately described in their operating plan proposal.
- Fee to the Government.
  - A higher evaluation score will be given for fees resulting in a higher return to government than the established minimum; however, the Forest Service is not obligated to accept the proposal that offers the highest return to government.
- Business plan, business experience, and references.
  - Number of years of previous experience, qualifications in operating campgrounds and associated forest related facilities, and ratings of past performance will be considered. SBDC will perform an initial analysis which will be reviewed by the panel.
- Financial resources.
  - Financial ability and/or backing to perform required services. Initial analysis will be completed by the SBDC and reviewed by the panel.

- Fees charged to the public.
  - The Forest Service desires that the public receives the best possible service at a reasonable price. Applicant should provide a list of all proposed fees to be charged to the public throughout the life of the permit. Discuss the basis of your fees and five year fee strategy.

The Forest Service will consider only the applicant's written application package and any past performance information obtained by the Forest Service. During the evaluation process, the evaluation panel may contact any references, including all federal, state, and local entities that have had a business relationship with the applicant. The evaluation panel also may consider past performance information from other sources.

The evaluation panel will make a recommendation to the authorized officer as to which applicant offers the best value to the Government. The authorized officer will make the selection decision. All applicants will be notified of the successful applicant via certified mail.

The Forest Service will conduct a FAD on the selected applicant as a prerequisite to issuing a special use permit, unless the agency has a current fiscal year FAD conducted by the Albuquerque Service Center or SBDC for another Forest Service unit.

The Forest Service reserves the right to reject any and all applications.

The Forest Service reserves the right to rescind the prospectus at any time before a special use permit is issued. If the Forest Service rescinds the prospectus, application fees will be returned.

## **V. Post-Selection Requirements**

Once an applicant has been selected, the following information must be submitted and approved by the Forest Service prior to issuance of a special use permit:

- A final annual operating plan containing all the items included in the annual operating plan submitted in response to the prospectus.
- An annual GT fee offset agreement.
- Documentation of required liability insurance and, if applicable, property insurance.
- Documentation of bonding, if applicable.
- Required deposits and advance payments (*see* Appendix 10 of the prospectus and FS-2700-4h, clause IV.C.1).
- Documentation that utility services have been obtained in the name of the selected applicant.
- A state business license and any other required federal, state, or local certifications or licenses.

The successful applicant will be required to submit all these items within 30 days of the date of the selection letter. If these requirements are not met within the 30-day period, a special use permit will not be issued. The applicant who receives the next-highest rating may then be selected for the special use permit, subject to the same requirements.

## **VI. Pertinent Materials (Available Upon Request)**

“Cleaning Recreation Sites” (USDA-Forest Service)

“In Depth Design and Maintenance Manual for Vault Toilets” (USDA-Forest Service)

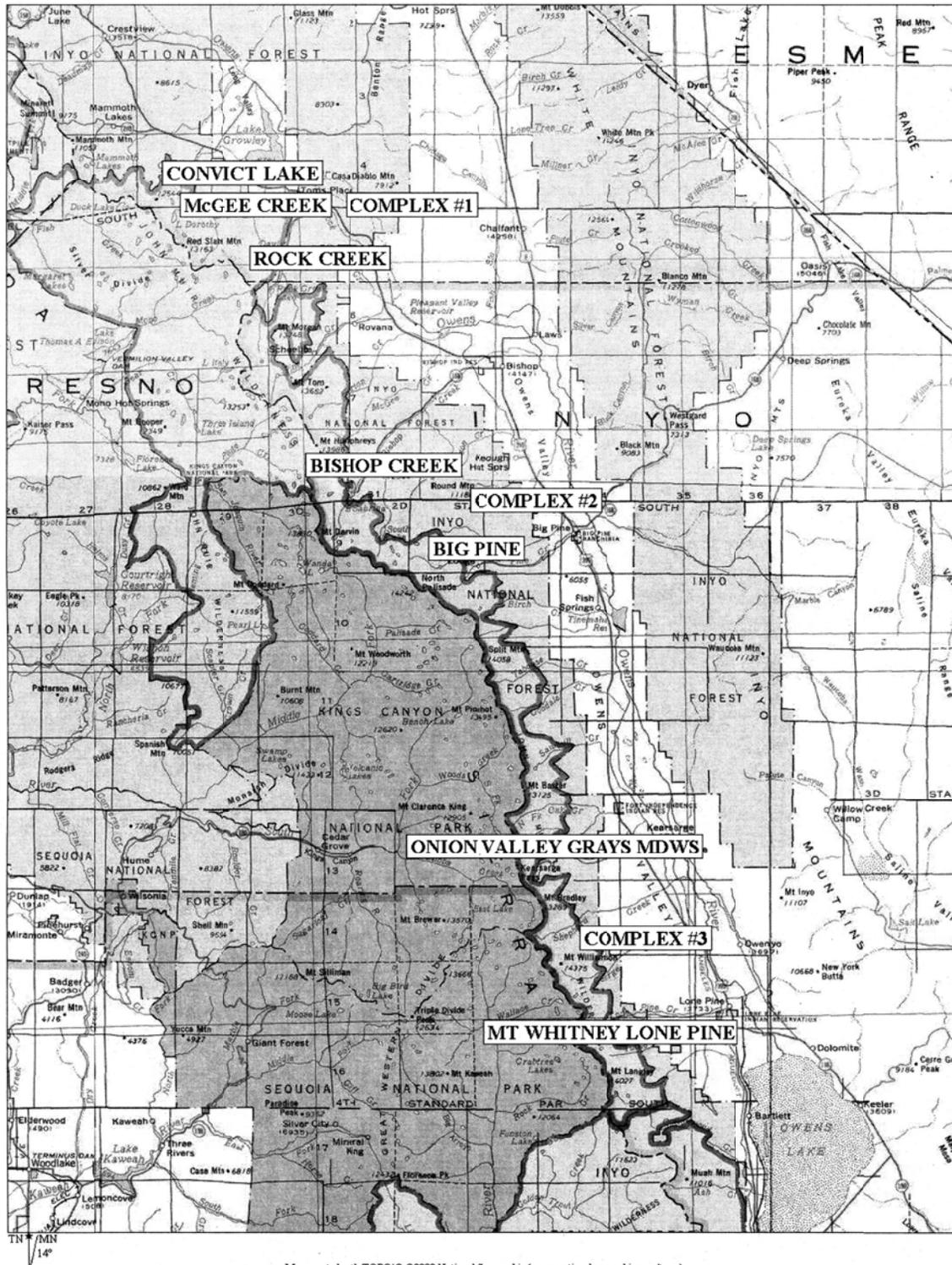
Title 36 – Code of Federal Regulations Subpart –A- General Prohibitions Part 261

To request these materials contact:

Inyo National Forest  
Hern Crane  
White MT. Ranger District  
798 North Main St.  
Bishop, CA 93514  
(760) 873-2511

## **APPENDICES**

## Appendix 1: Vicinity Map



Map created with TOPO! © 2003 National Geographic (www.nationalgeographic.com/topo)

## **Appendix 2: Recreation Site Maps**

These maps are not intended to include every amenity associated with each site (reference **Appendix 3: Government Facility and Improvement Inventories and Insured Properties**). Not included in this appendix are schematic maps of common improvements, such as water and sewer systems. Detailed maps of these systems are available for study. Contact Hern Crane at (760) 873-2511 to make arrangements to view these maps.

Campgrounds have most, if not all of the following standard amenities:

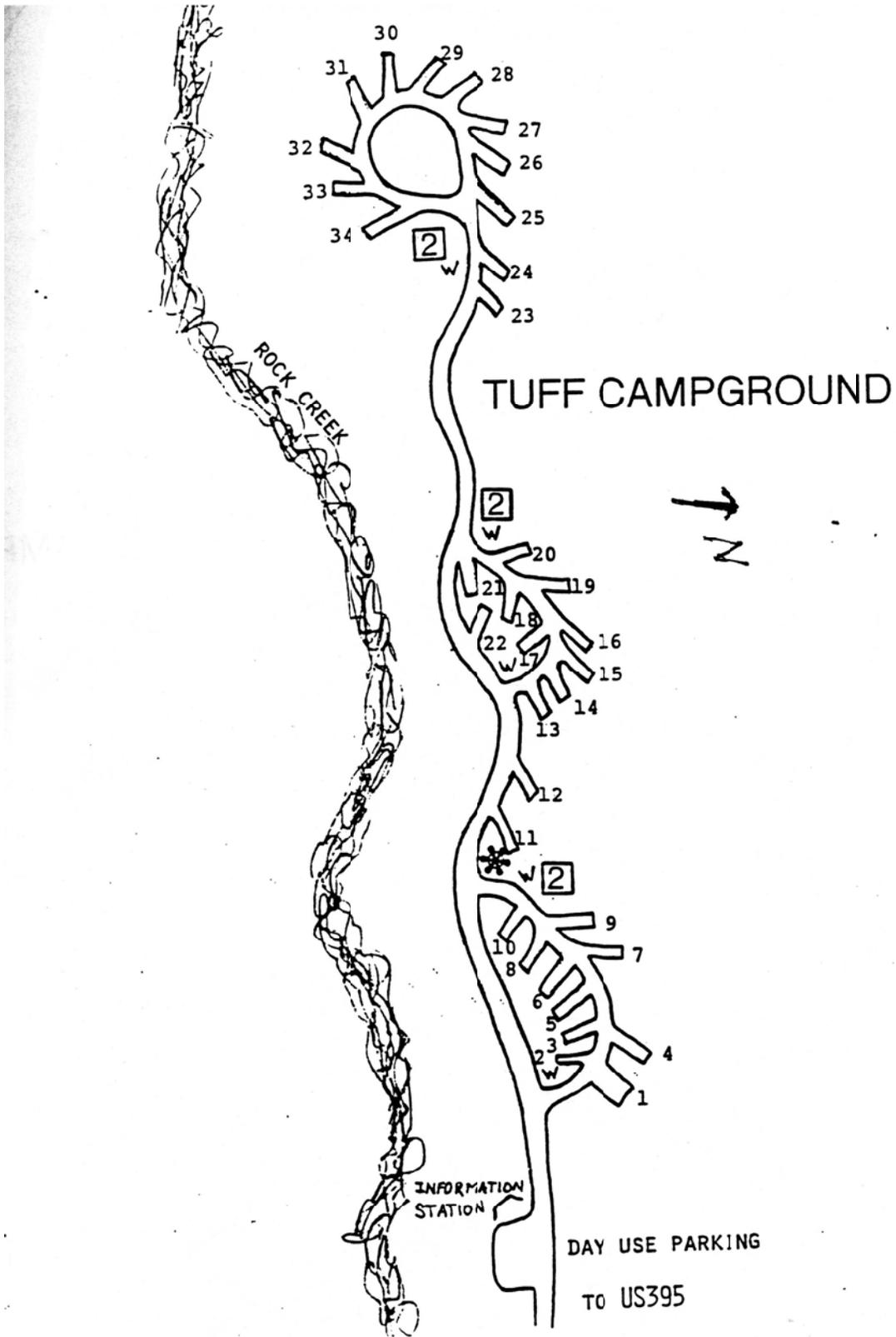
- Campsites of various sizes
- Restrooms
- Entrance Stations
- Tables
- Fire Rings
- Pedestal Grills
- Bear Proof Food Lockers
- Water
- Trash Cans
- Information Board

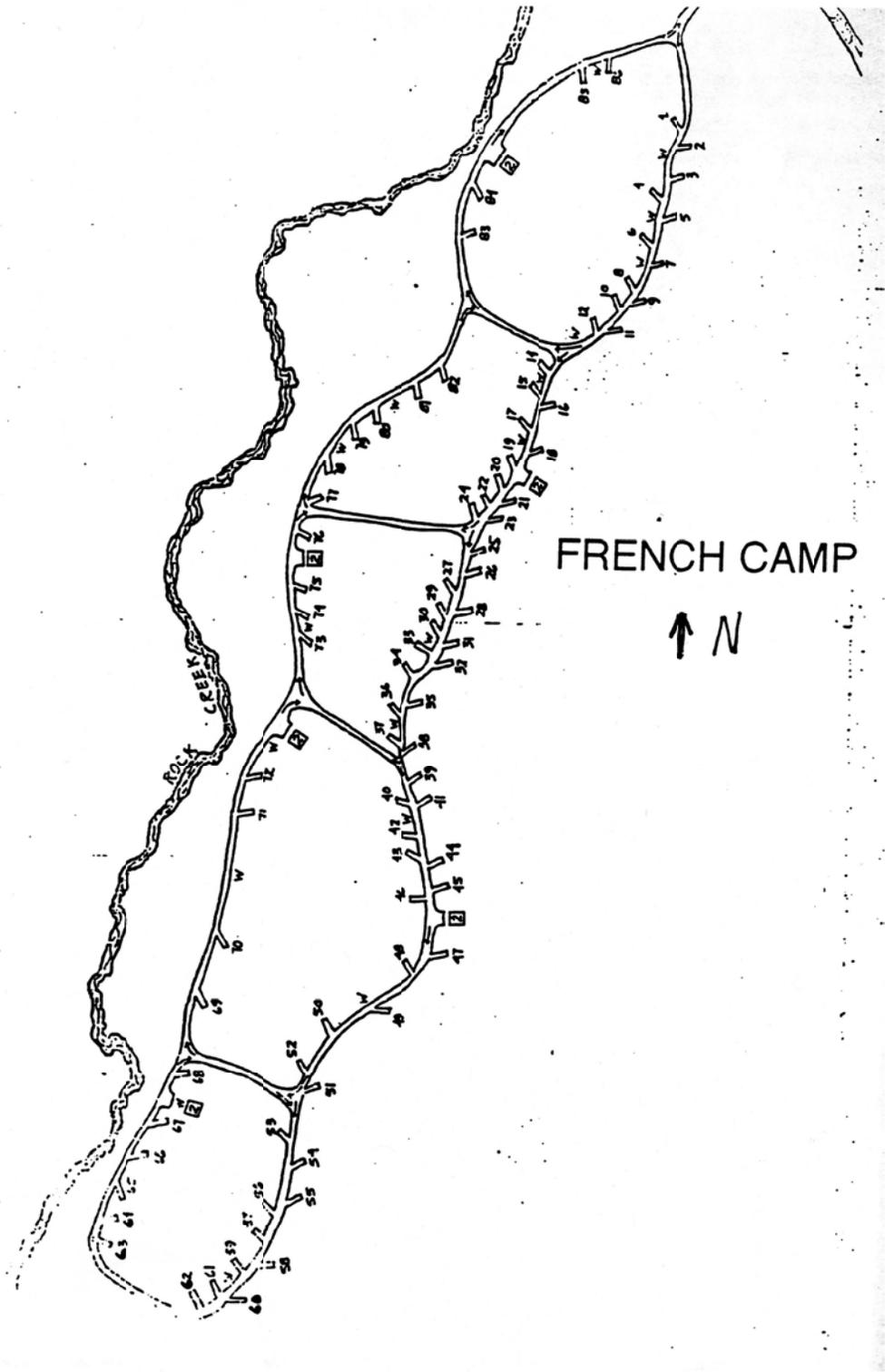


## COMPLEX # 1 ROCK CREEK AND CONVICT LAKE

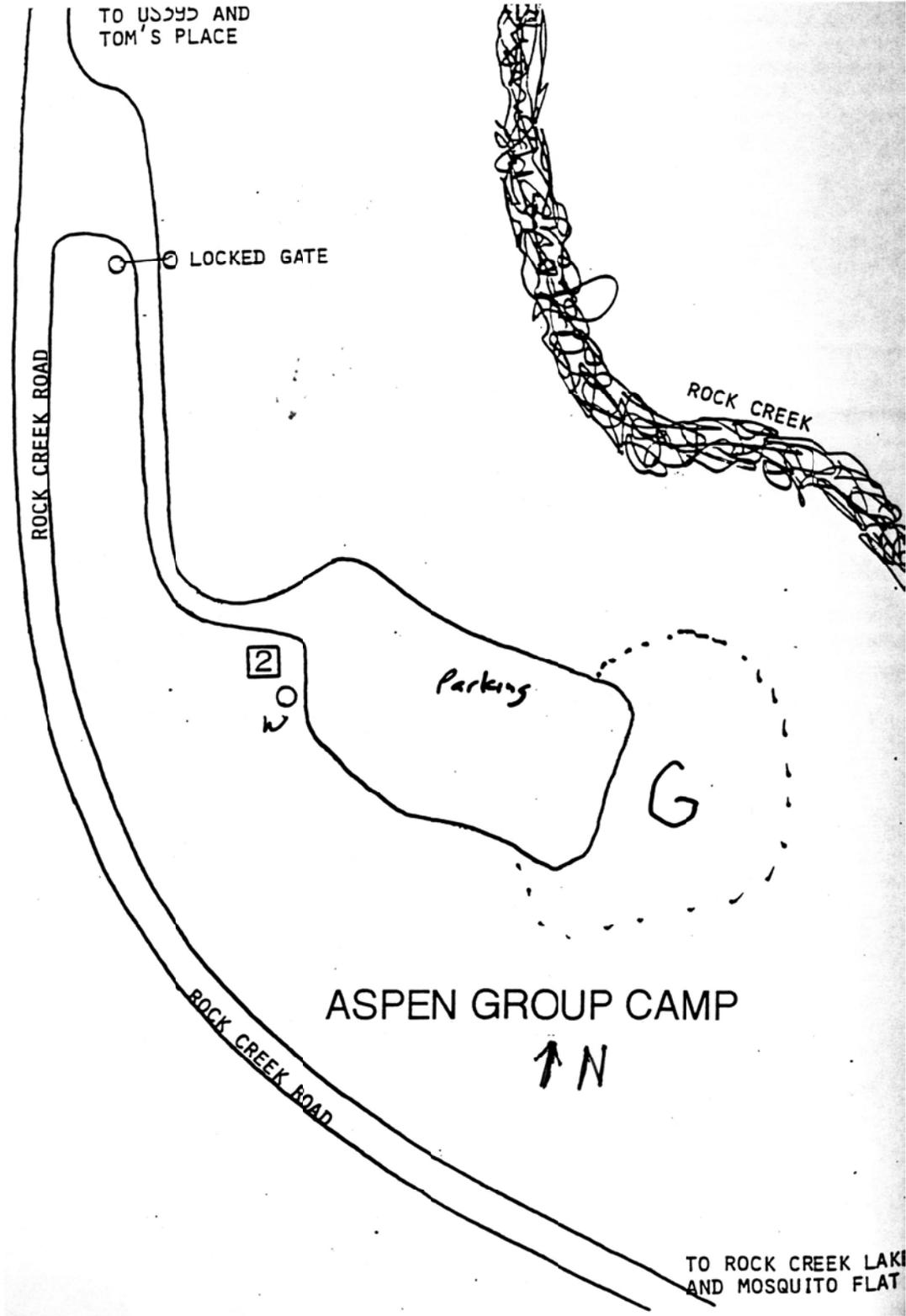


Map created with TOPO!® ©2003 National Geographic, ©2003 GUT, Inc., Rel. 9/2003 ([www.nationalgeographic.com/topo](http://www.nationalgeographic.com/topo))

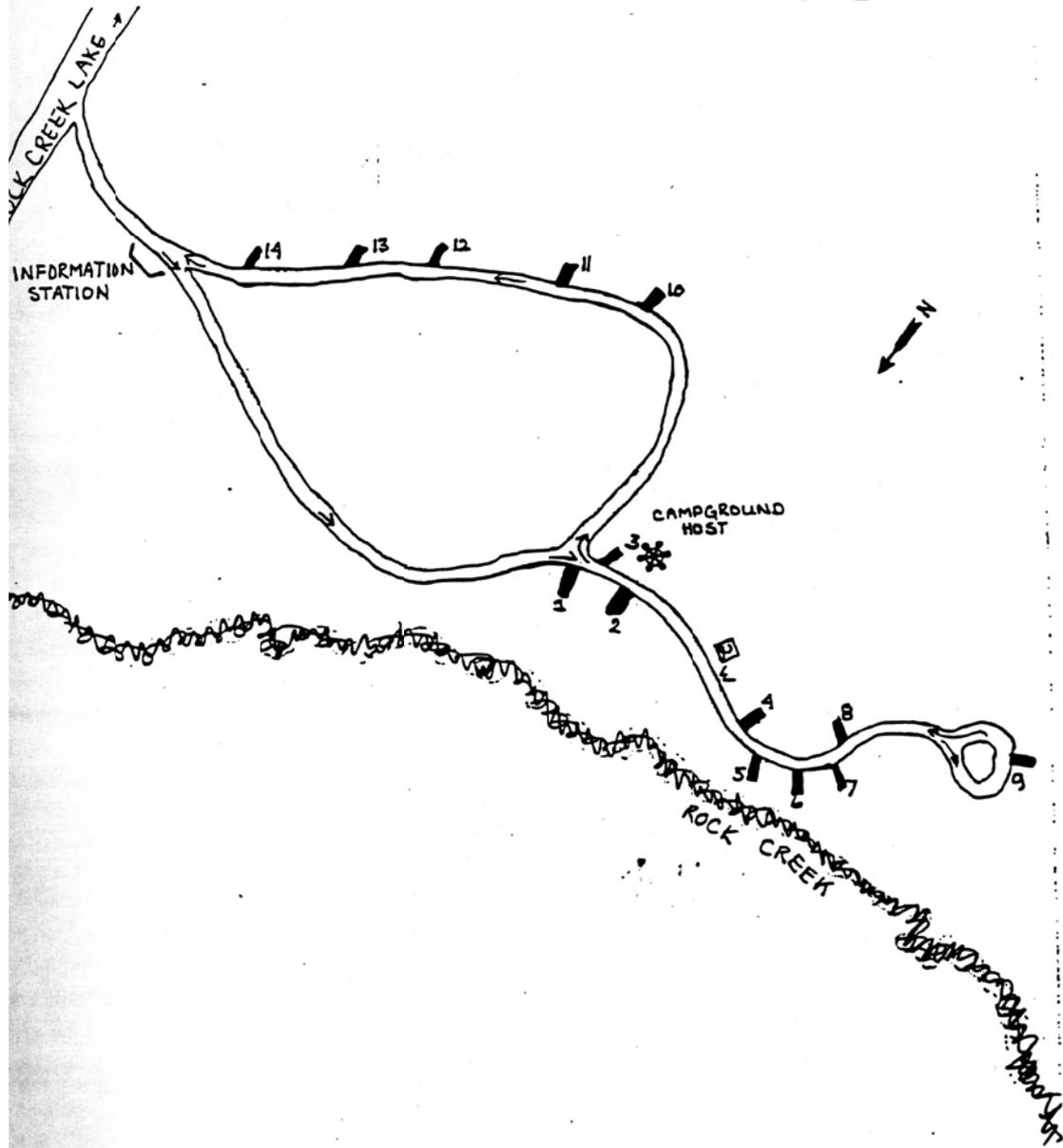




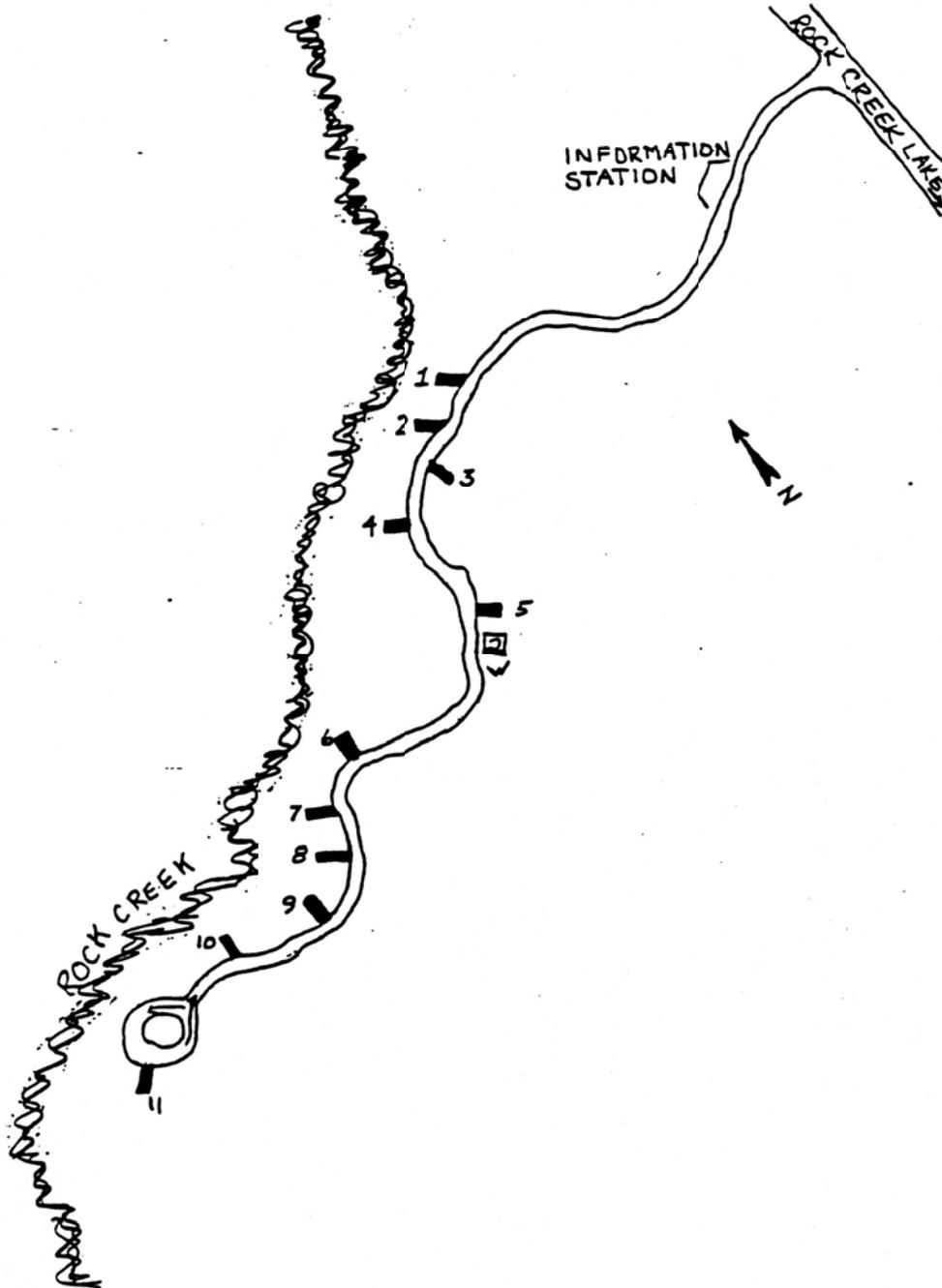


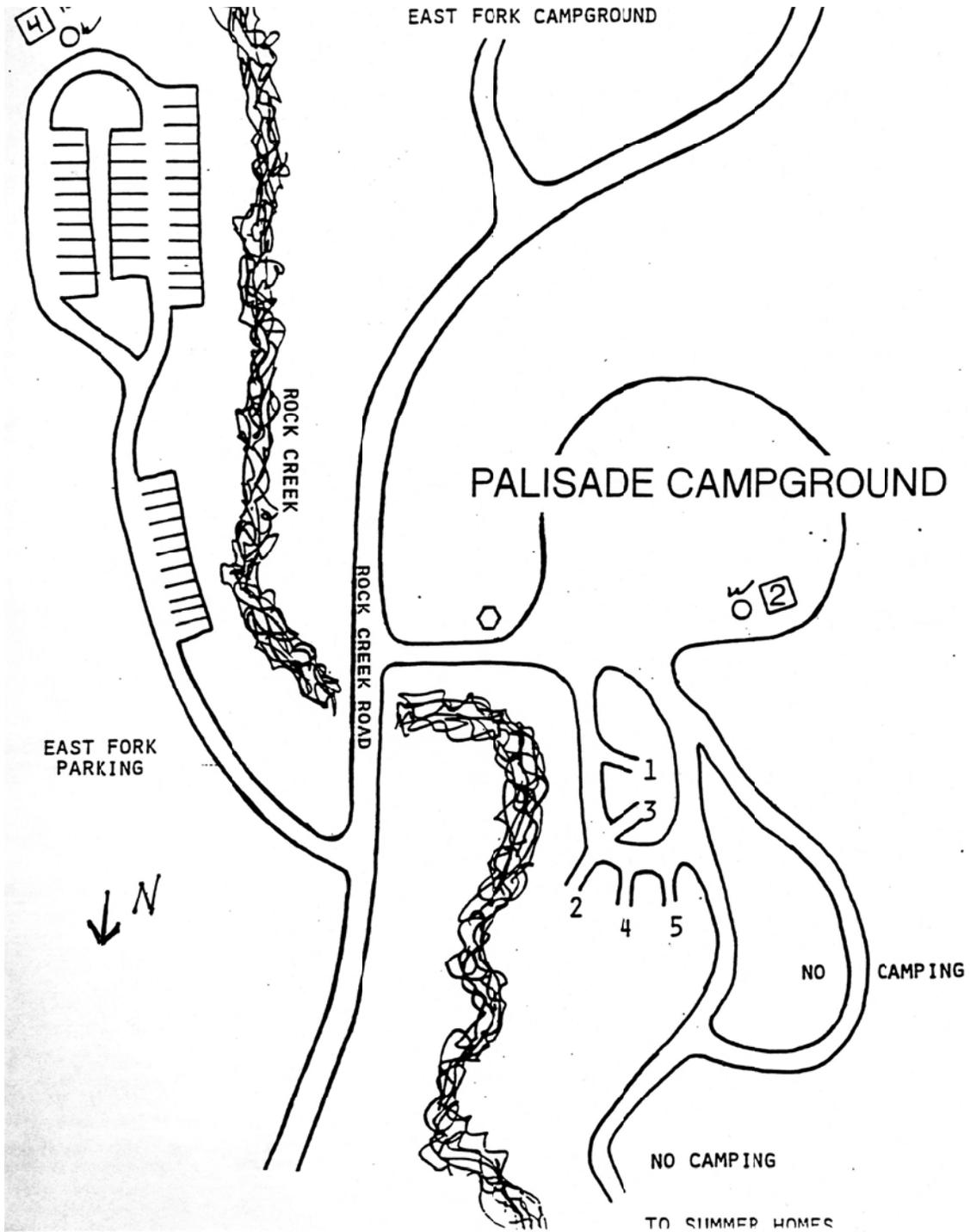


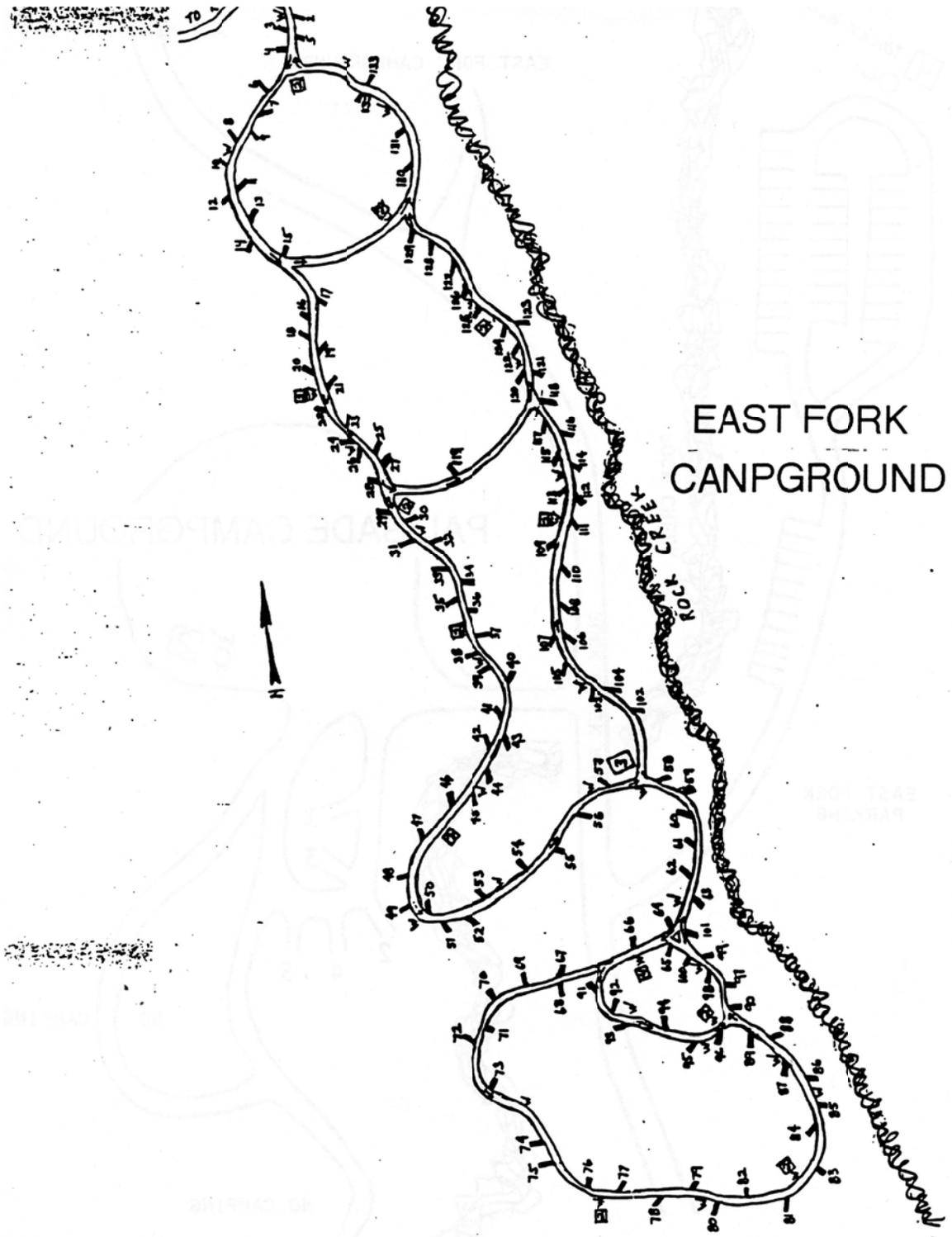
# IRIS MEADOW CAMPGROUND



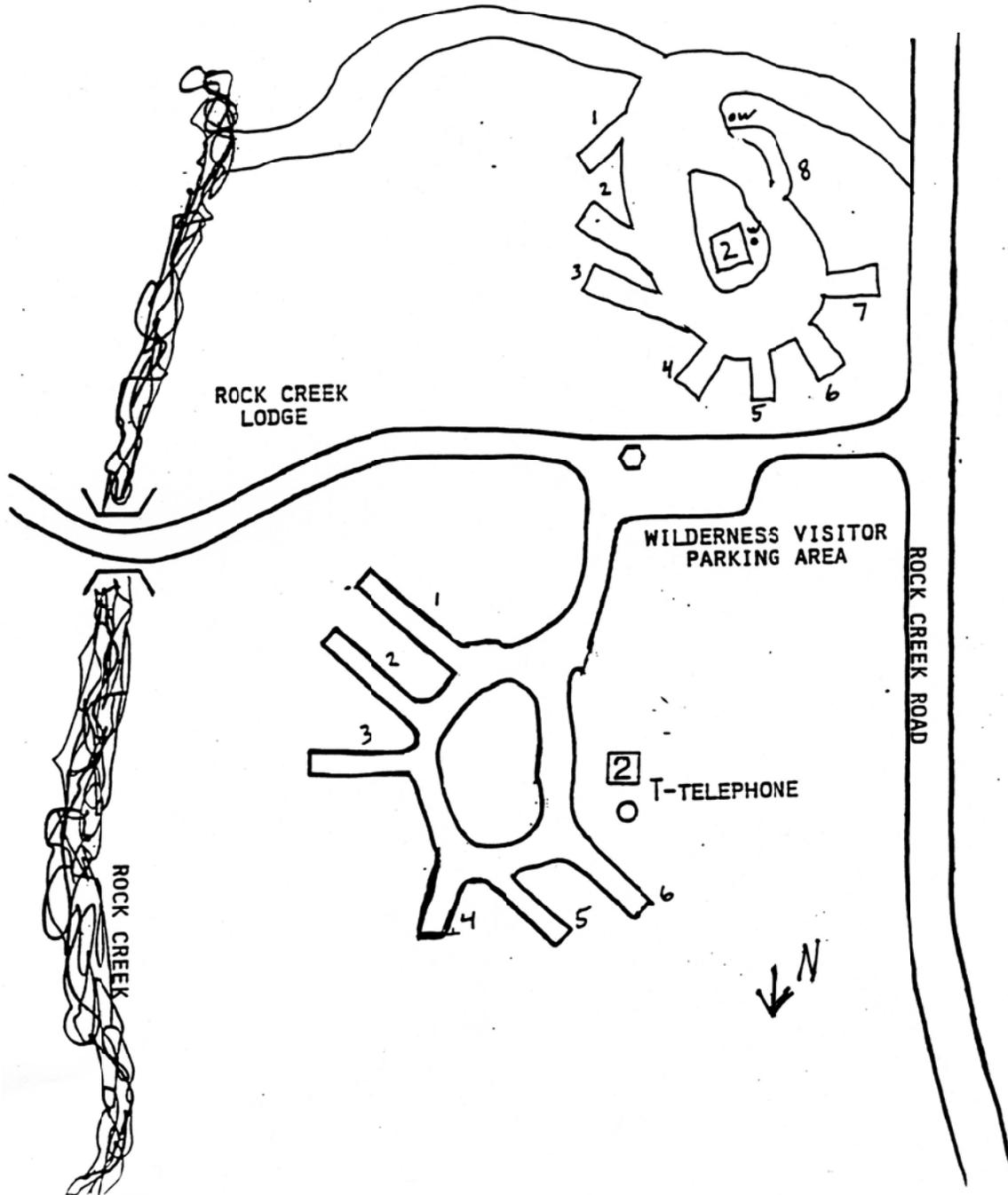
# BIG MEADOW CAMPGROUND

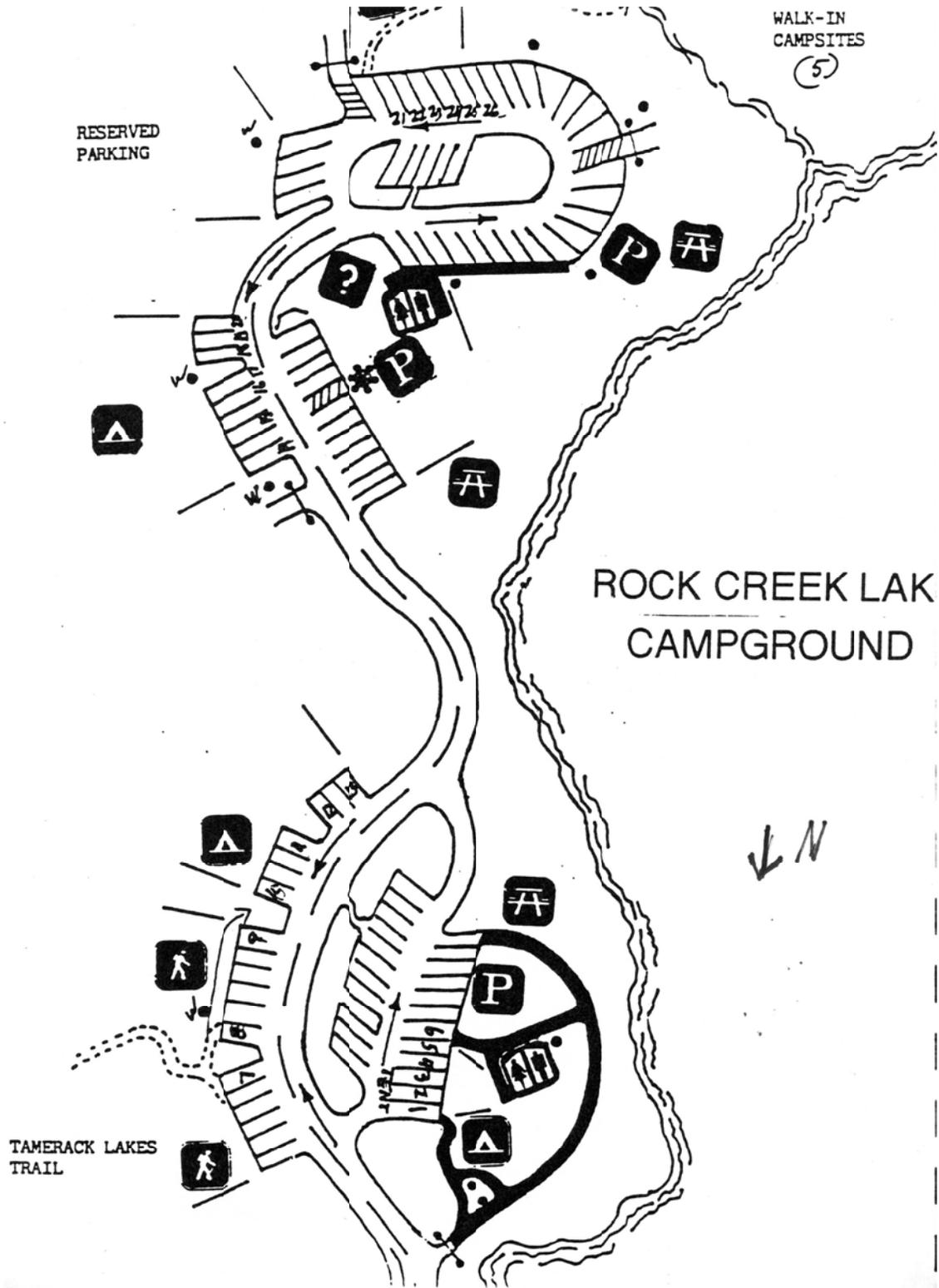


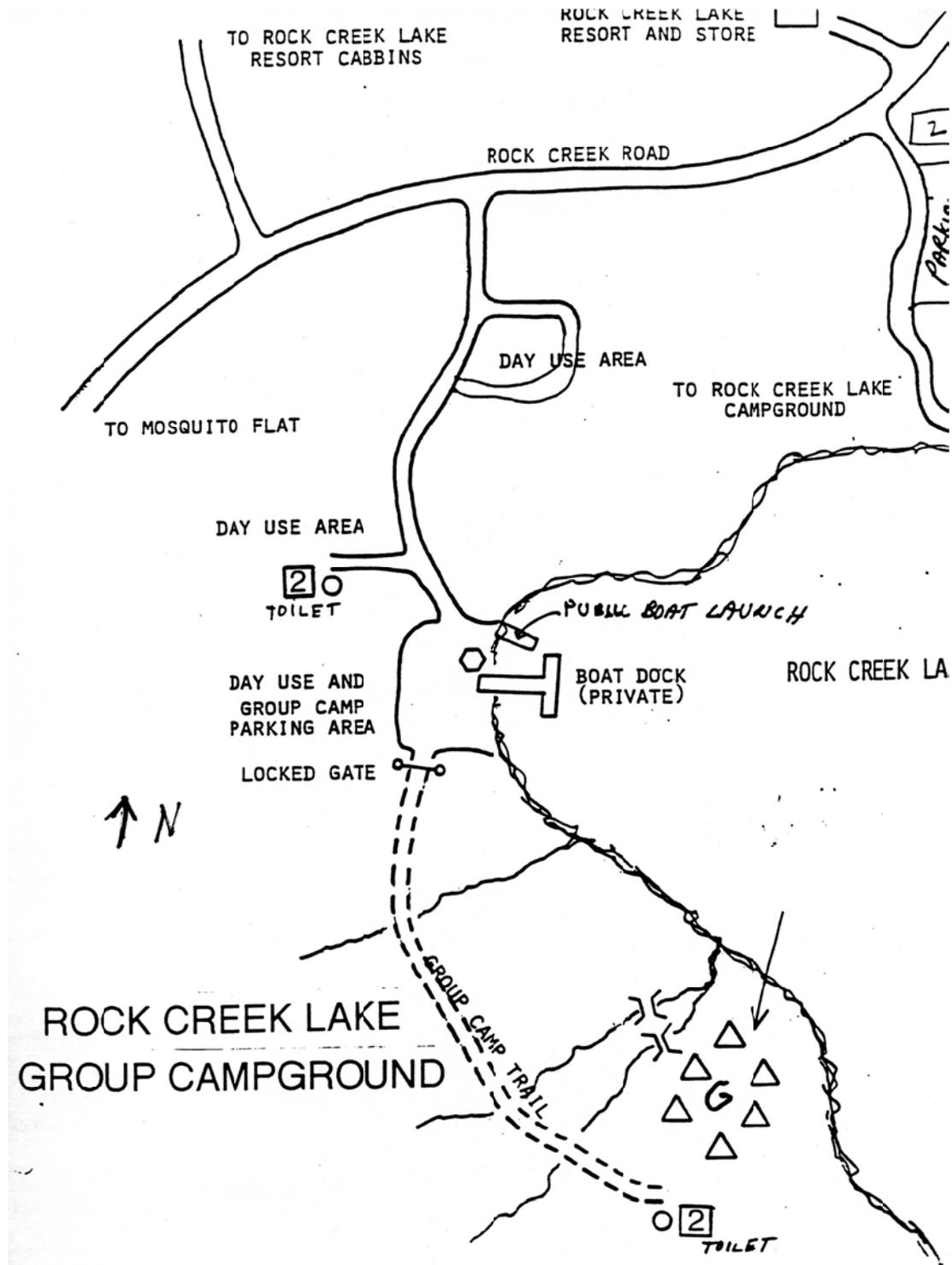




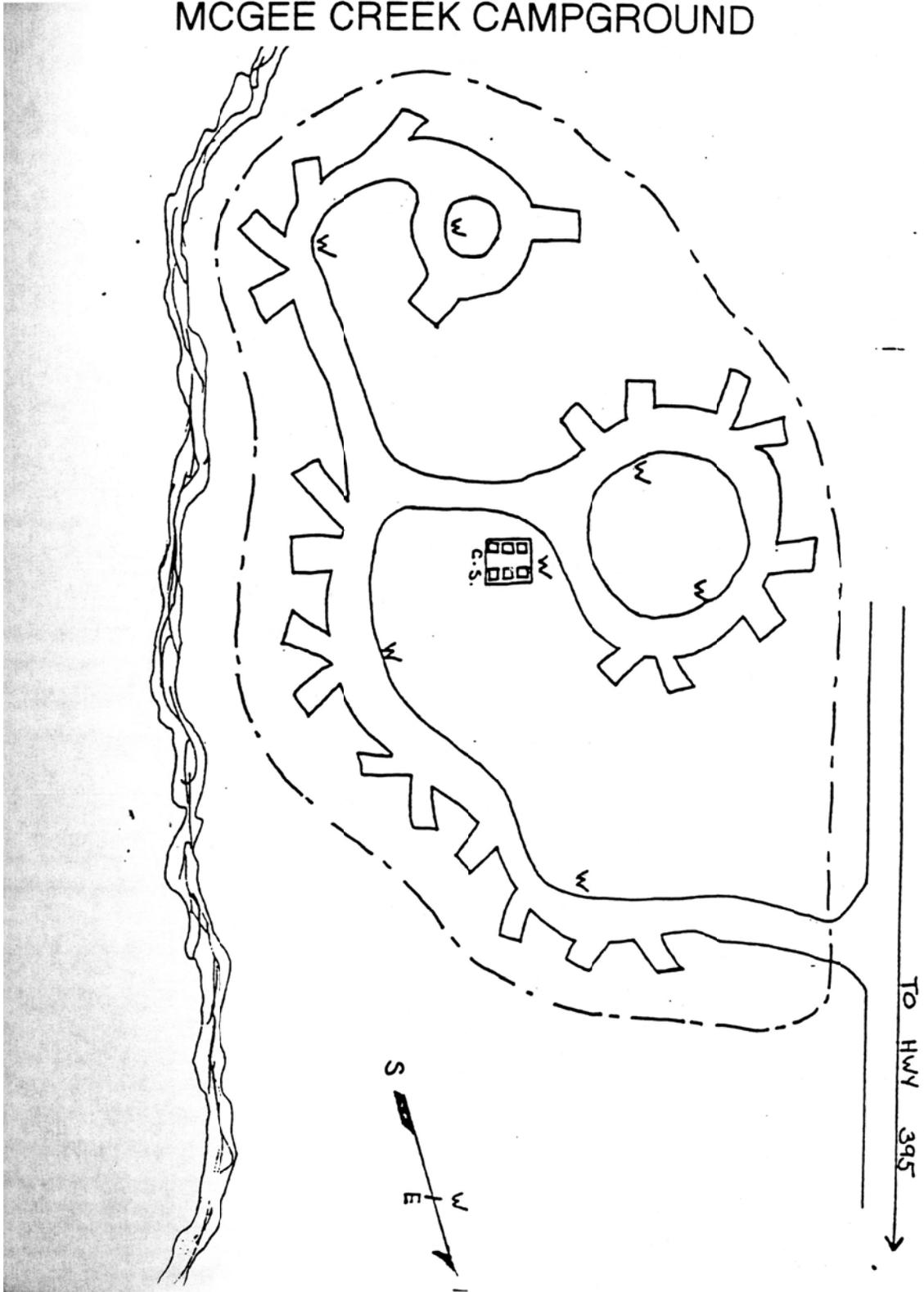
# UPPER AND LOWER PINEGROVE CAMPGROUND



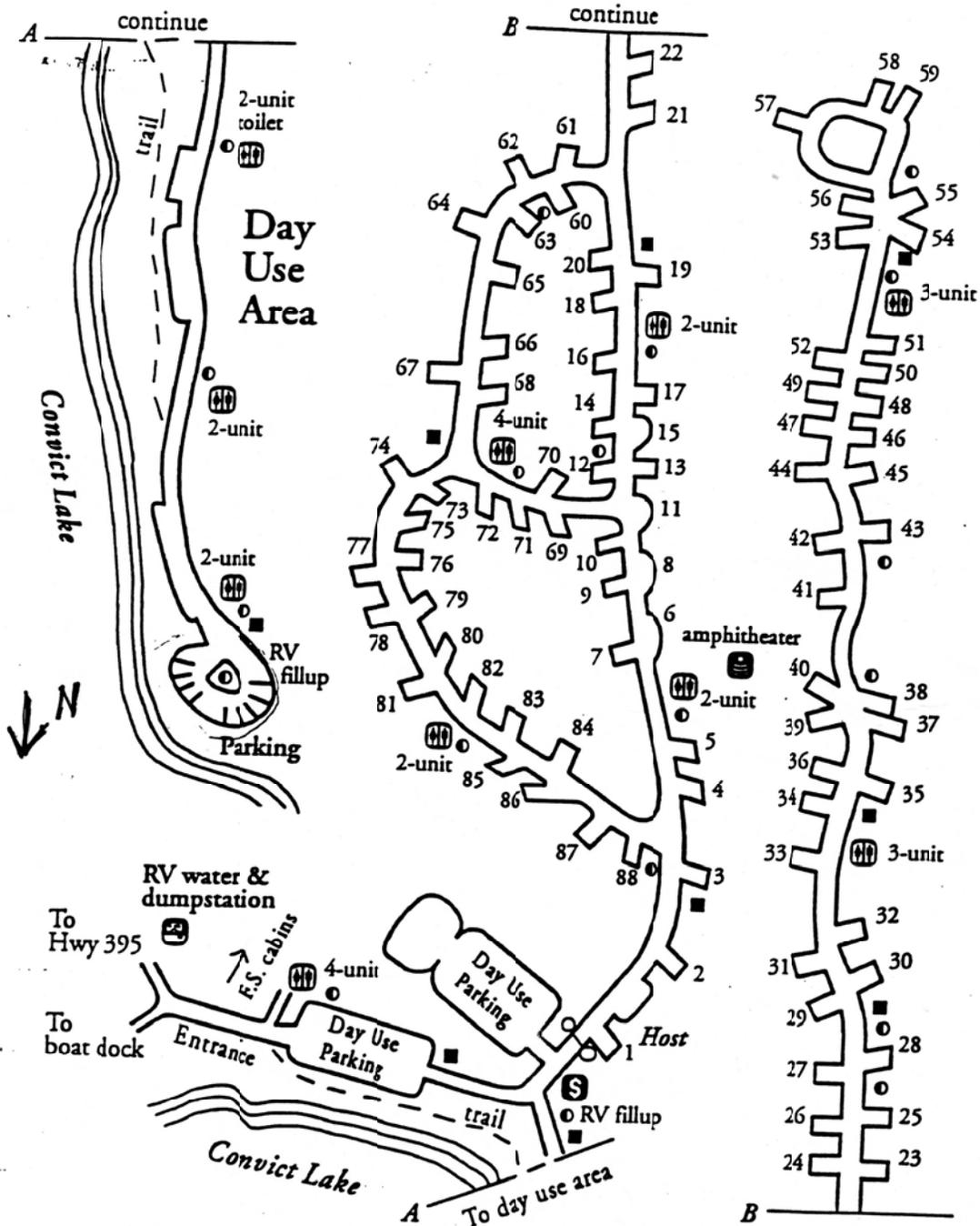




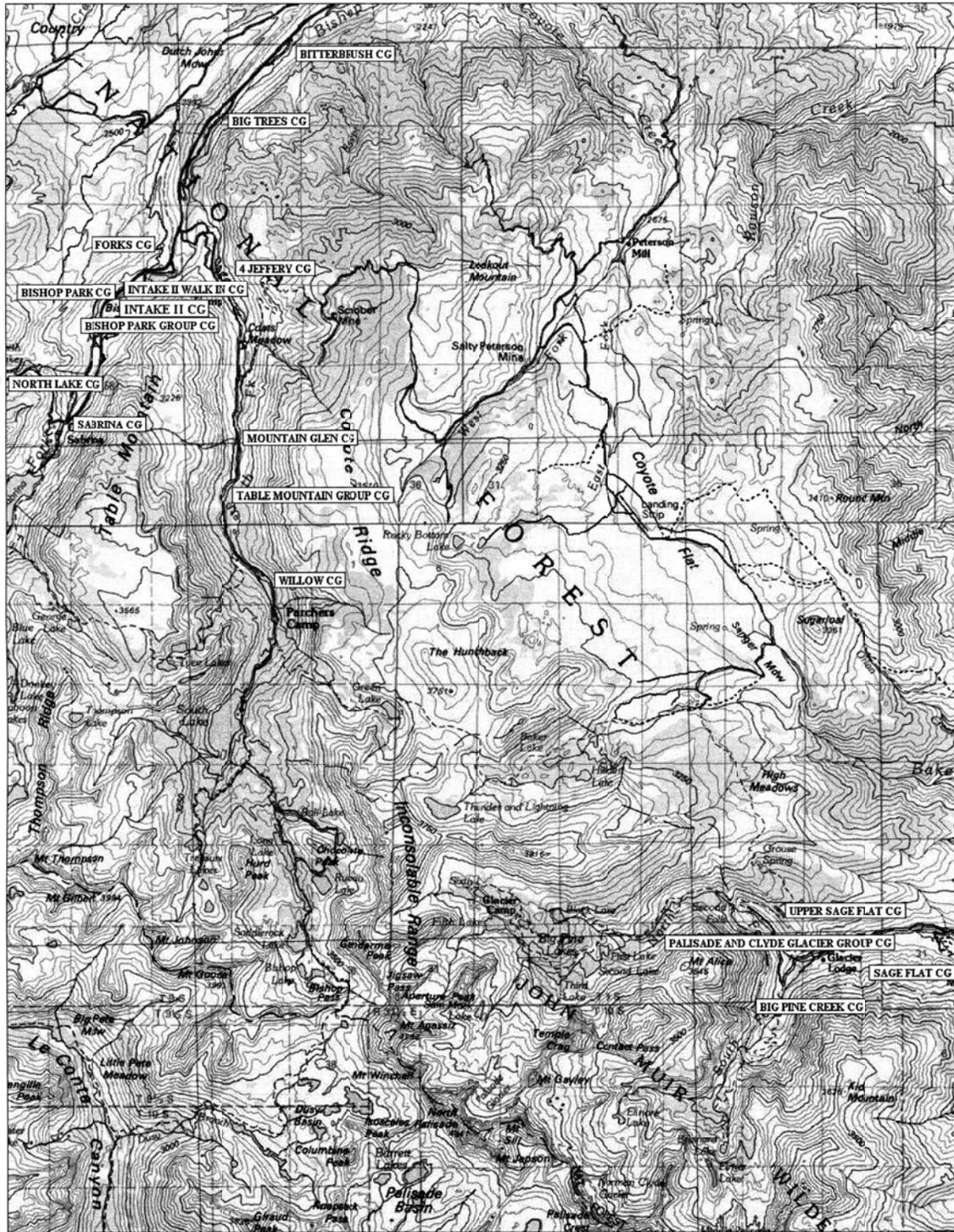
# MCGEE CREEK CAMPGROUND



# CONVICT LAKE CAMPGROUND



## COMPLEX # 2 BISHOP CREEK AND BIG PINE



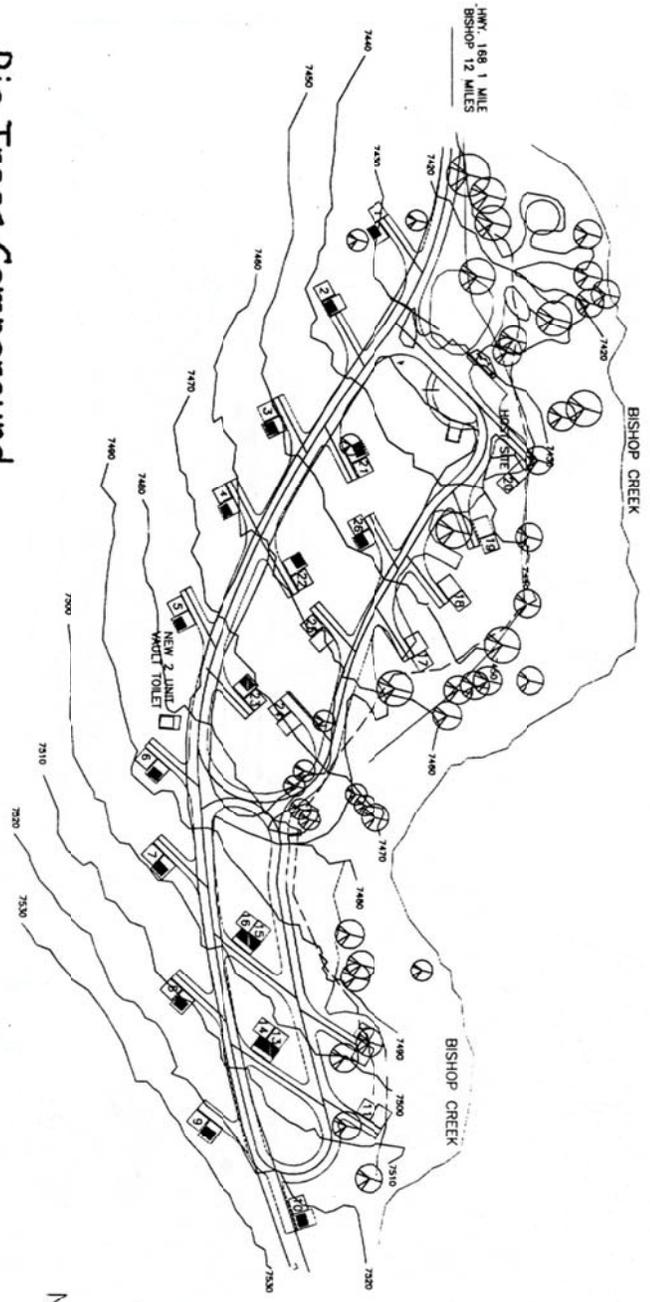
TN 14°

Map created with TOPO! © 2003 National Geographic, © 2003 GDT, Inc., Rel. 9/2003 ([www.nationalgeographic.com/topo](http://www.nationalgeographic.com/topo))

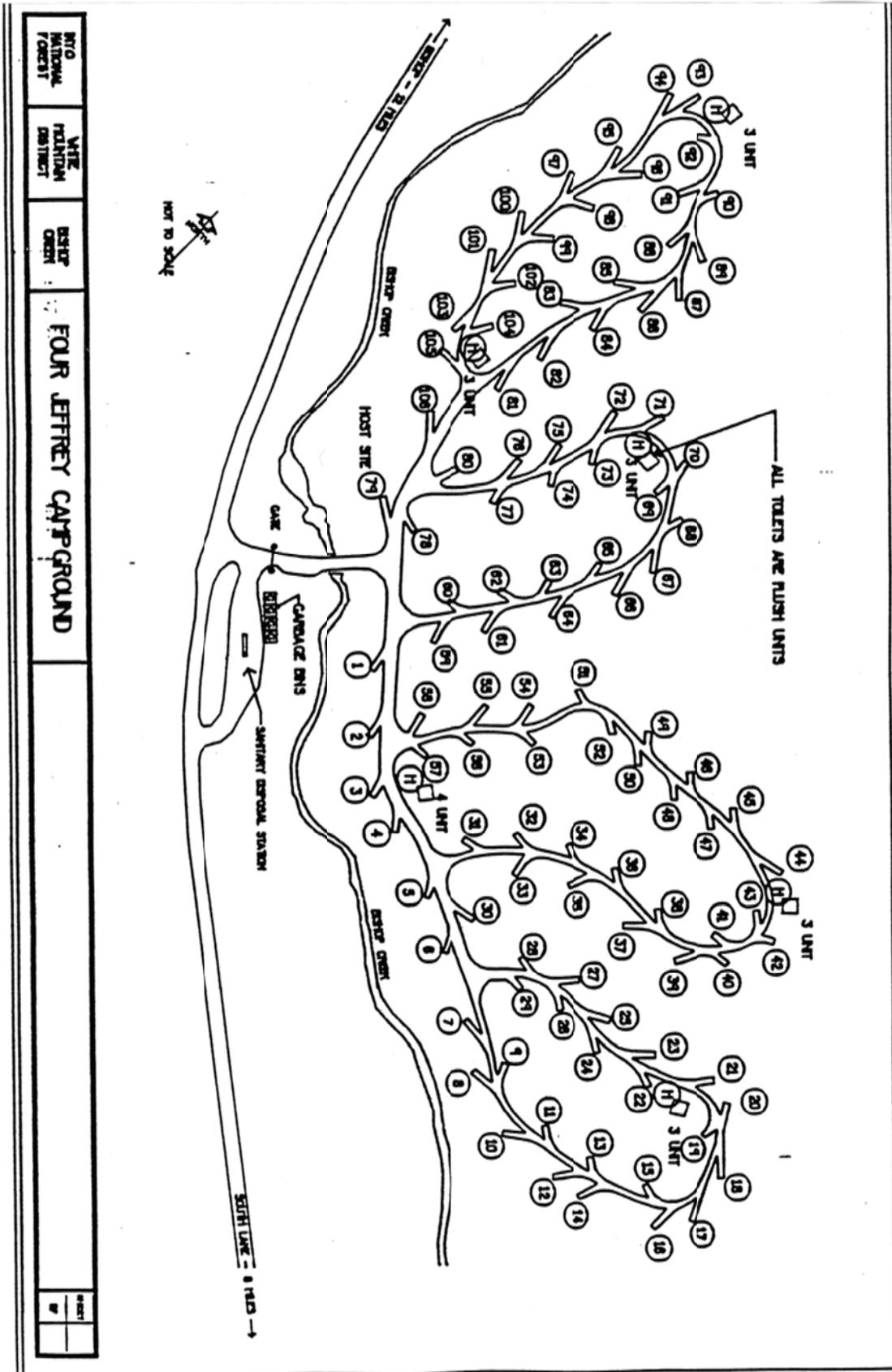


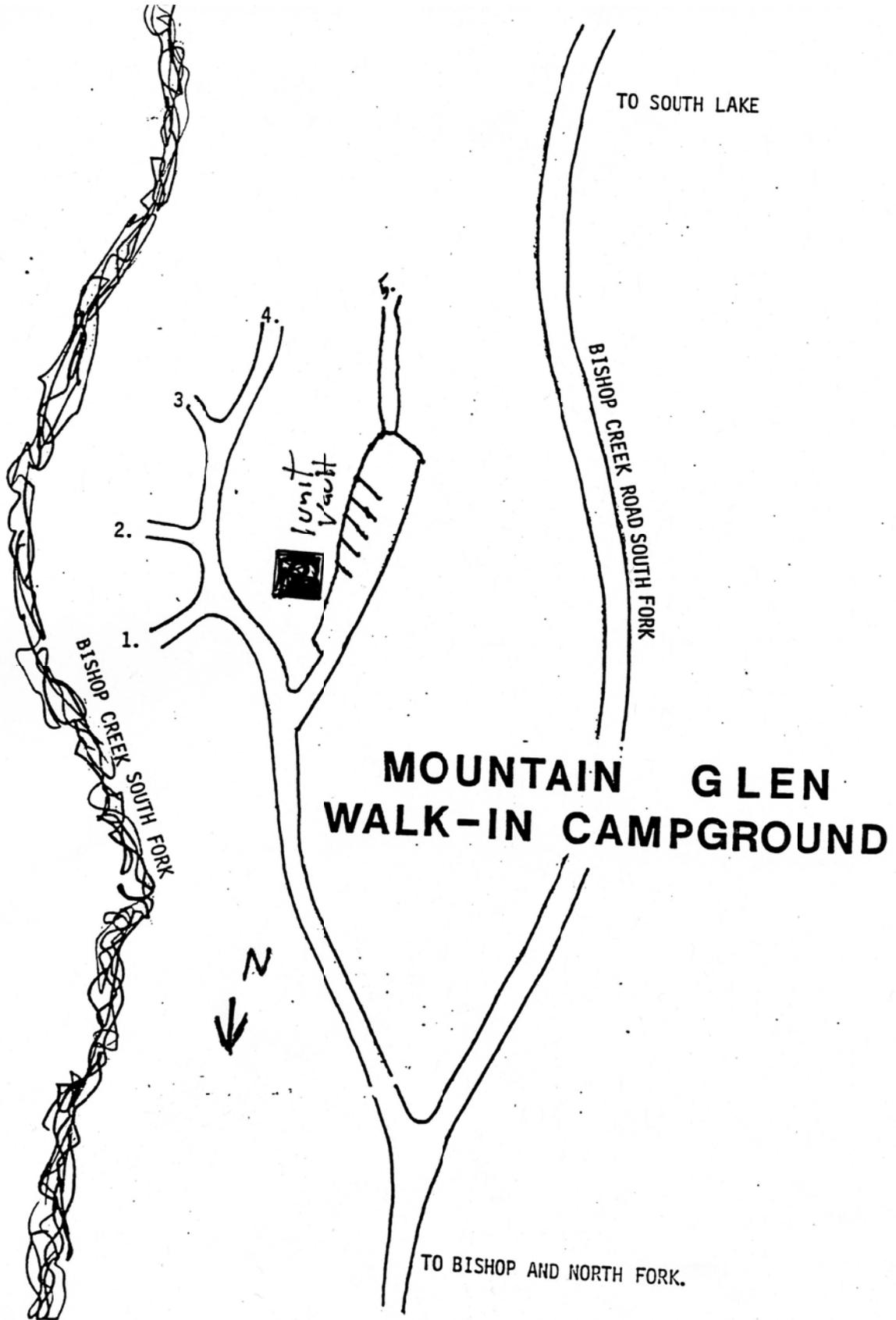
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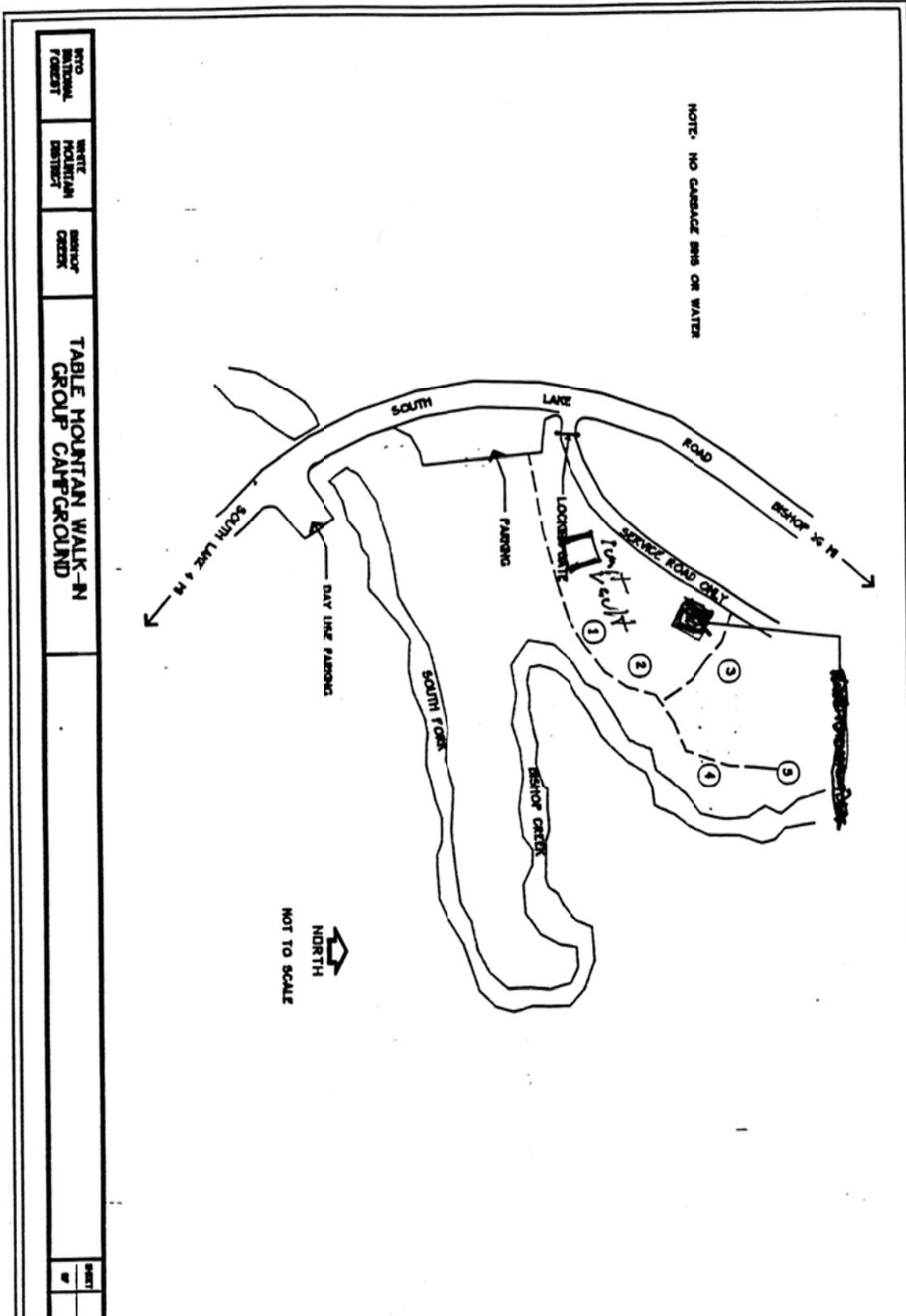
# Big Trees Campground Alternative B

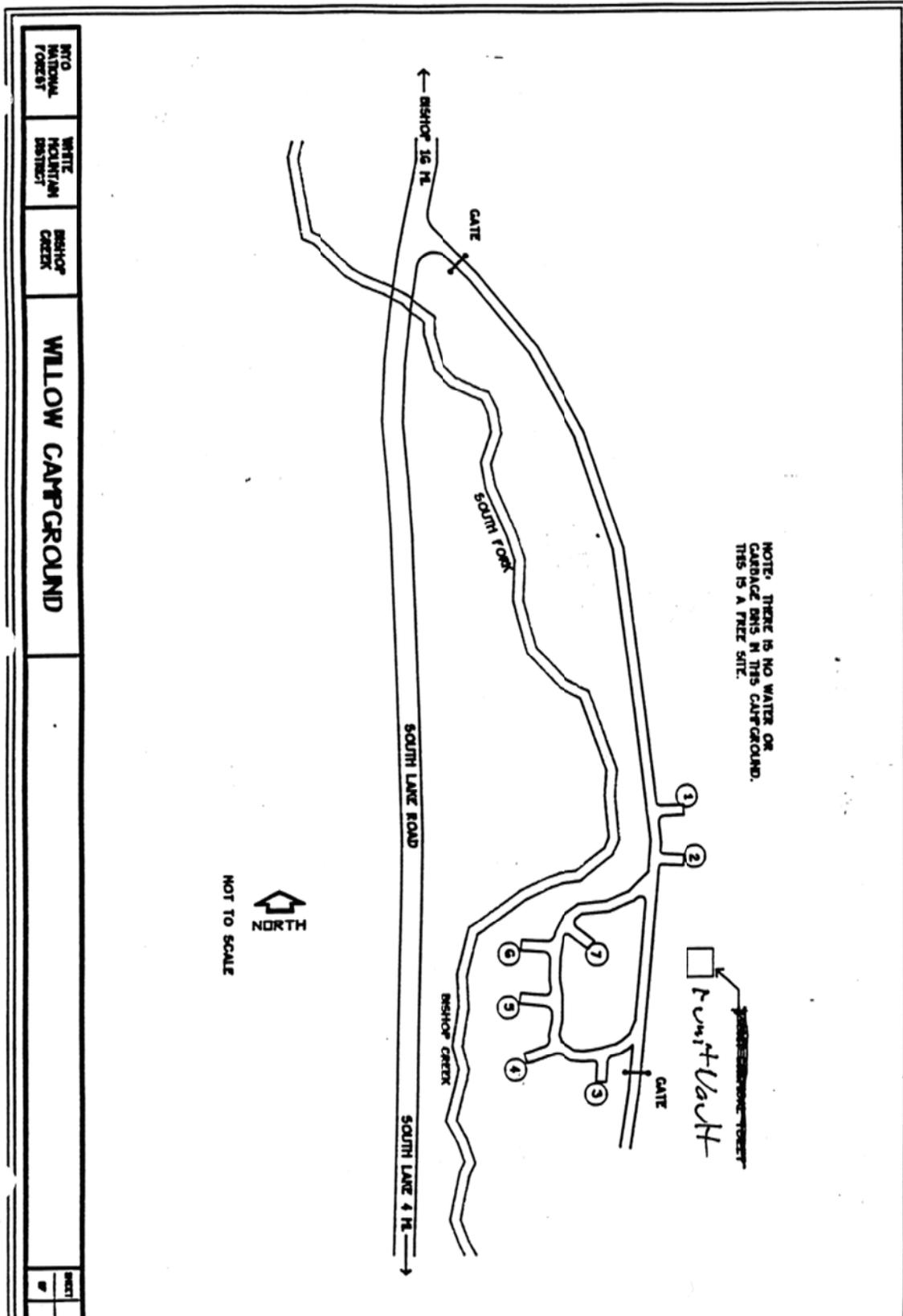


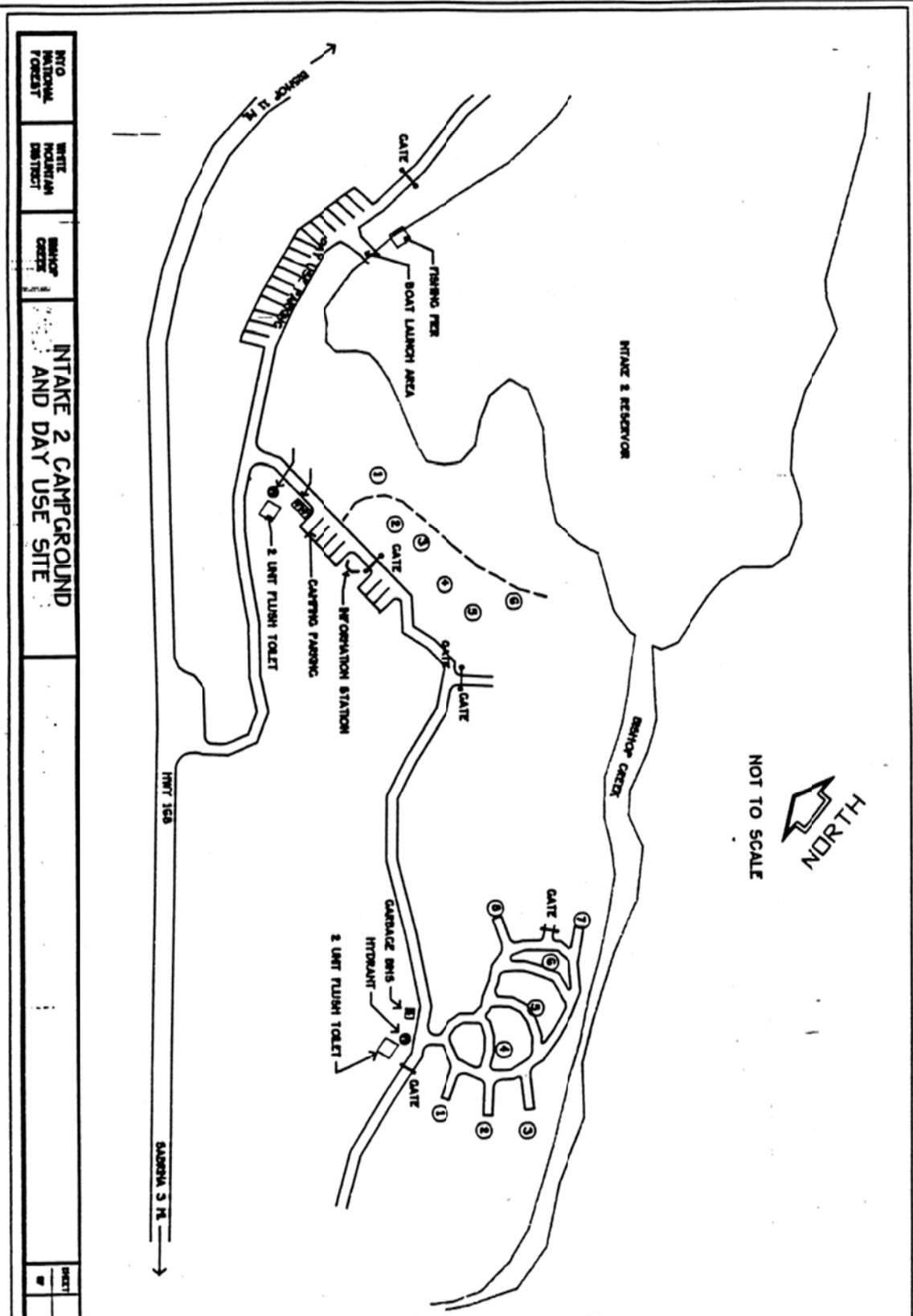


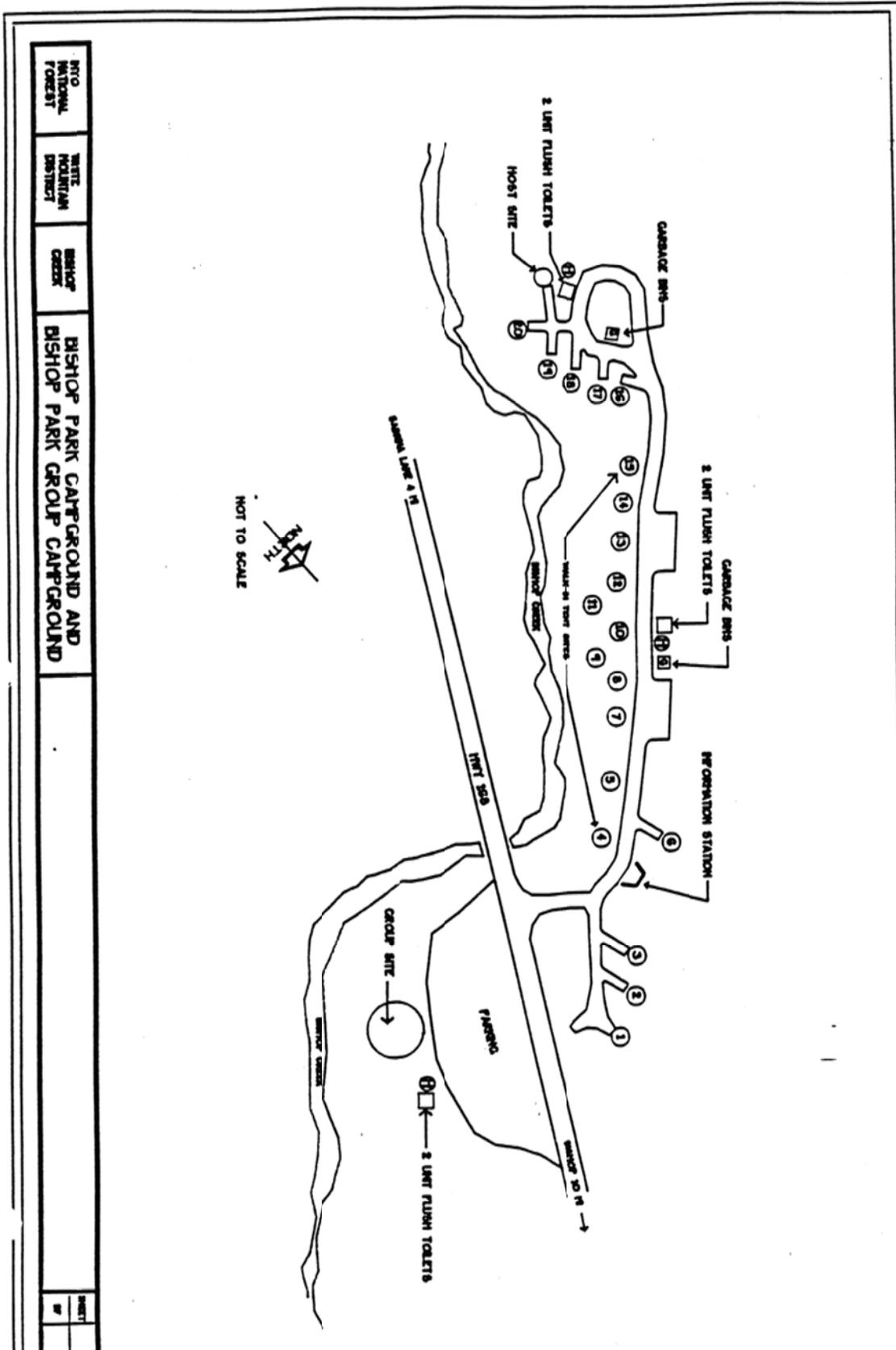






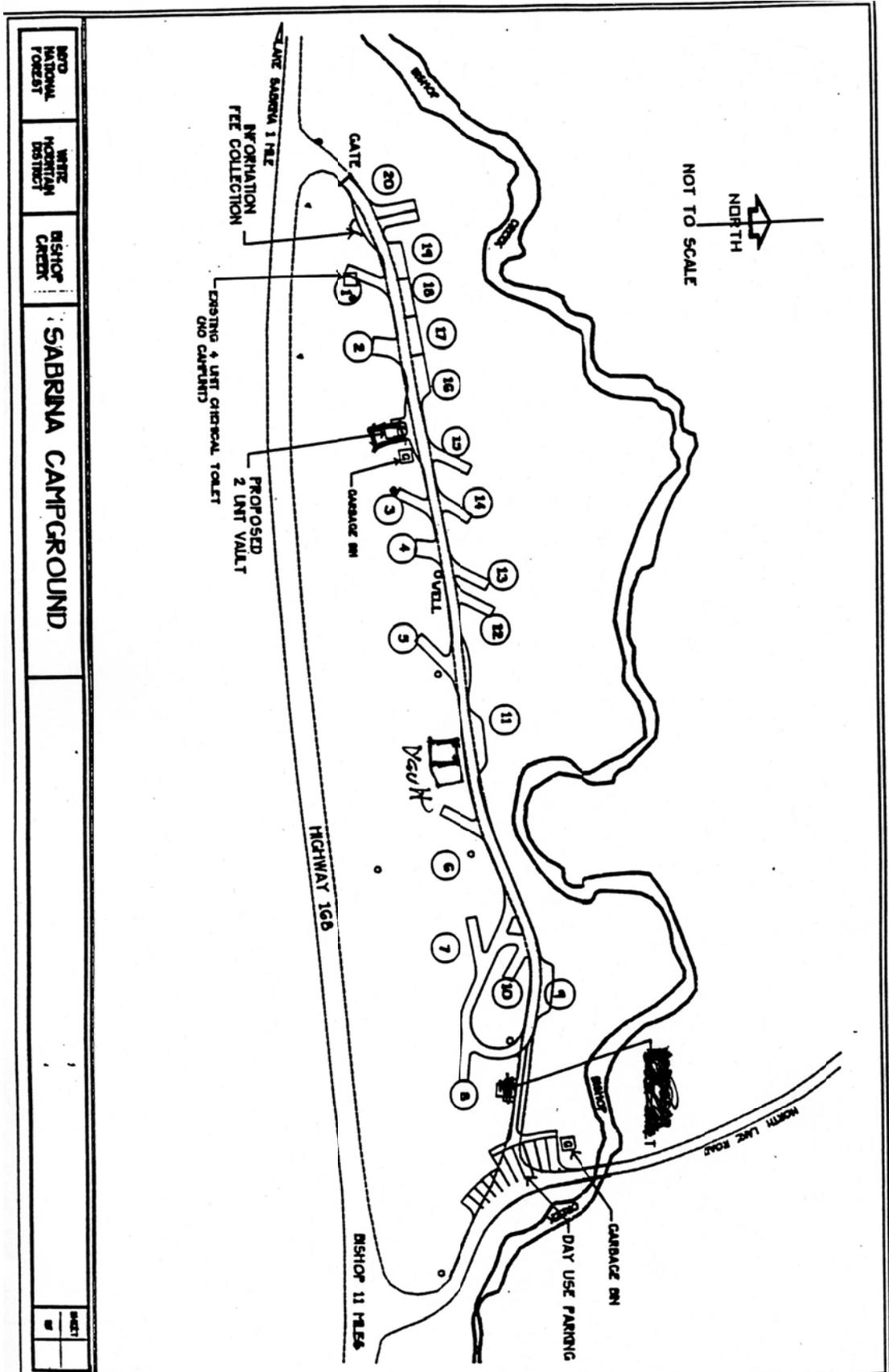




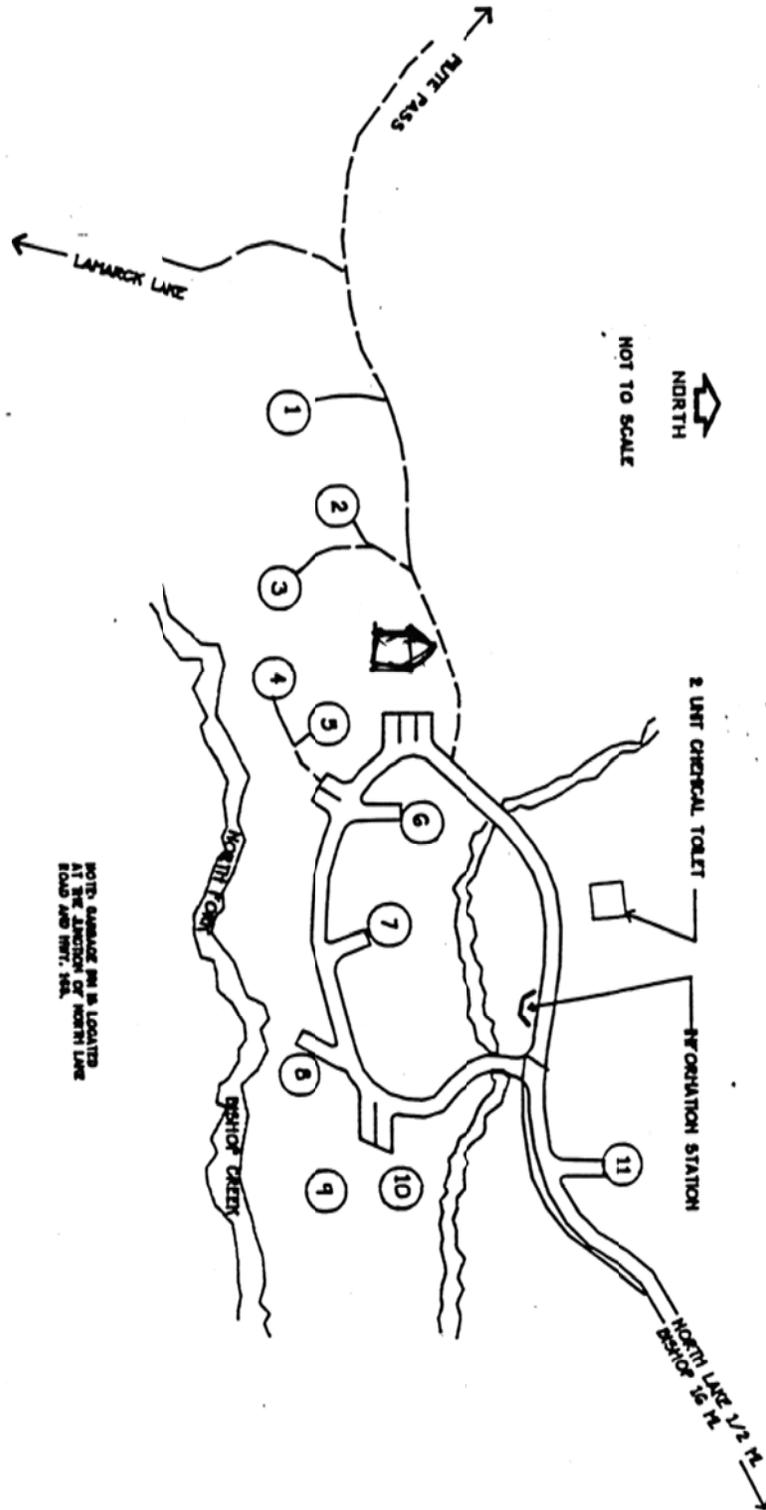


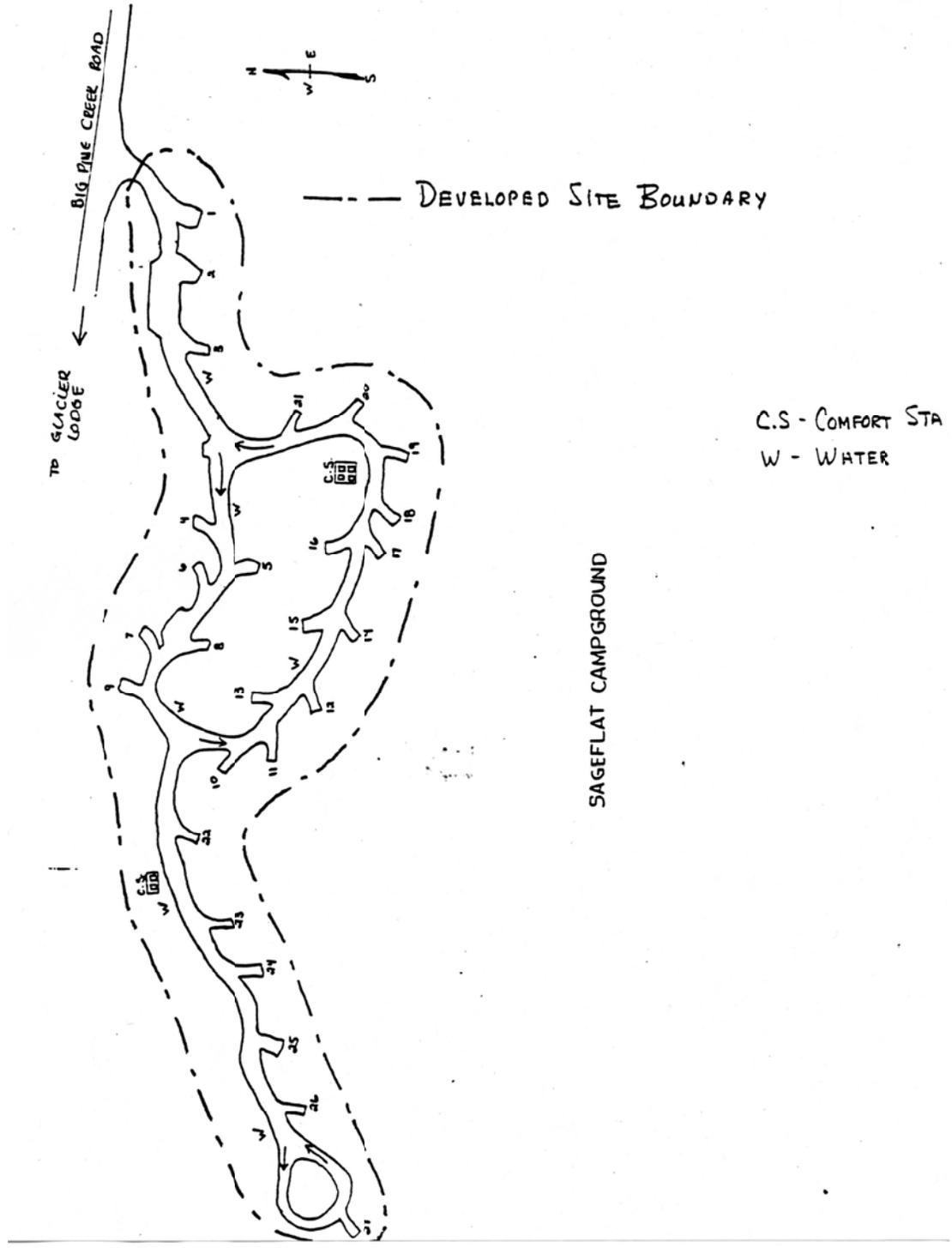
INYO NATIONAL FOREST  
 WHITE MOUNTAIN DISTRICT  
 BISHOP CREEK  
 BISHOP PARK CAMPGROUND AND BISHOP PARK GROUP CAMPGROUND

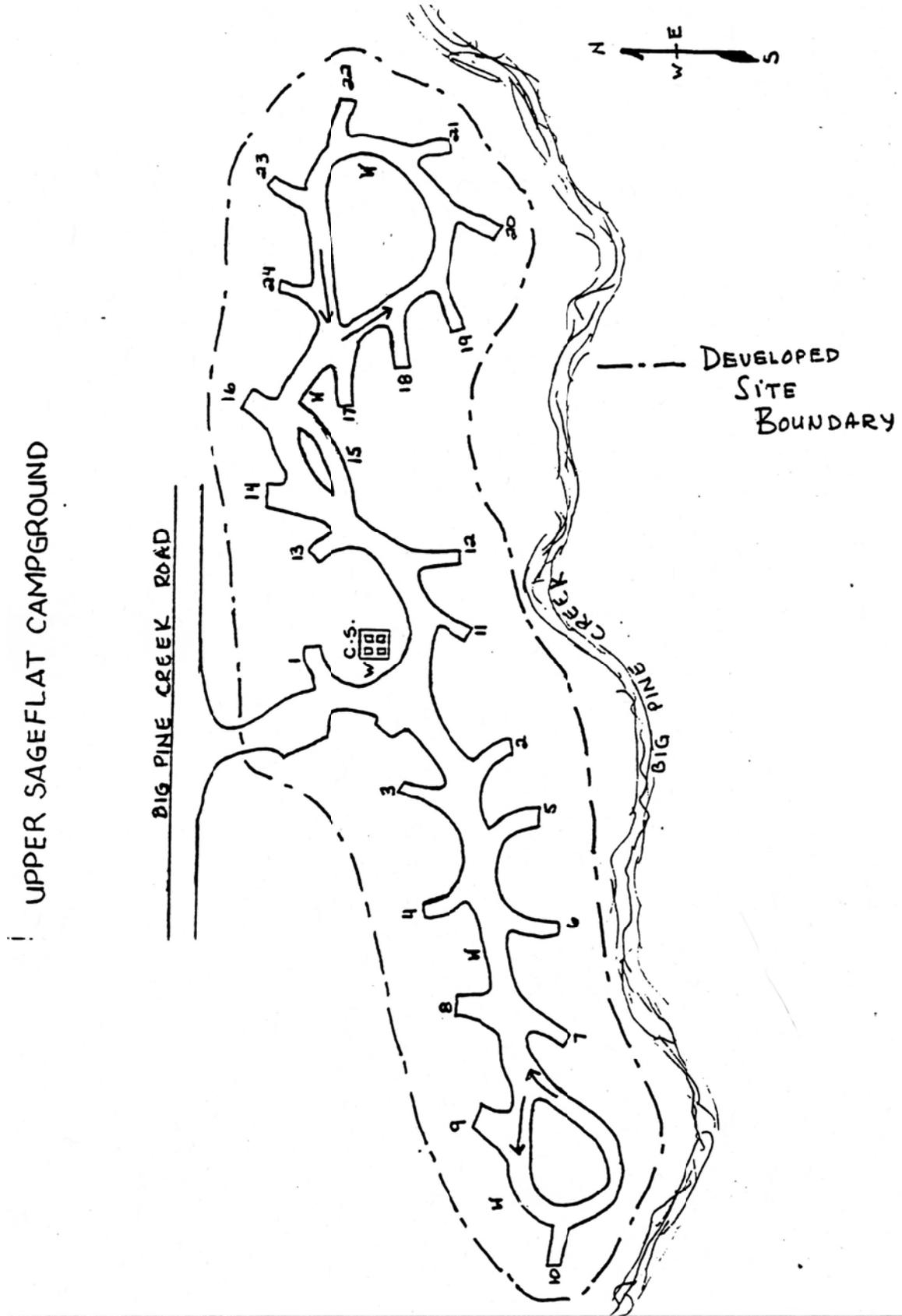
SHEET  
 OF



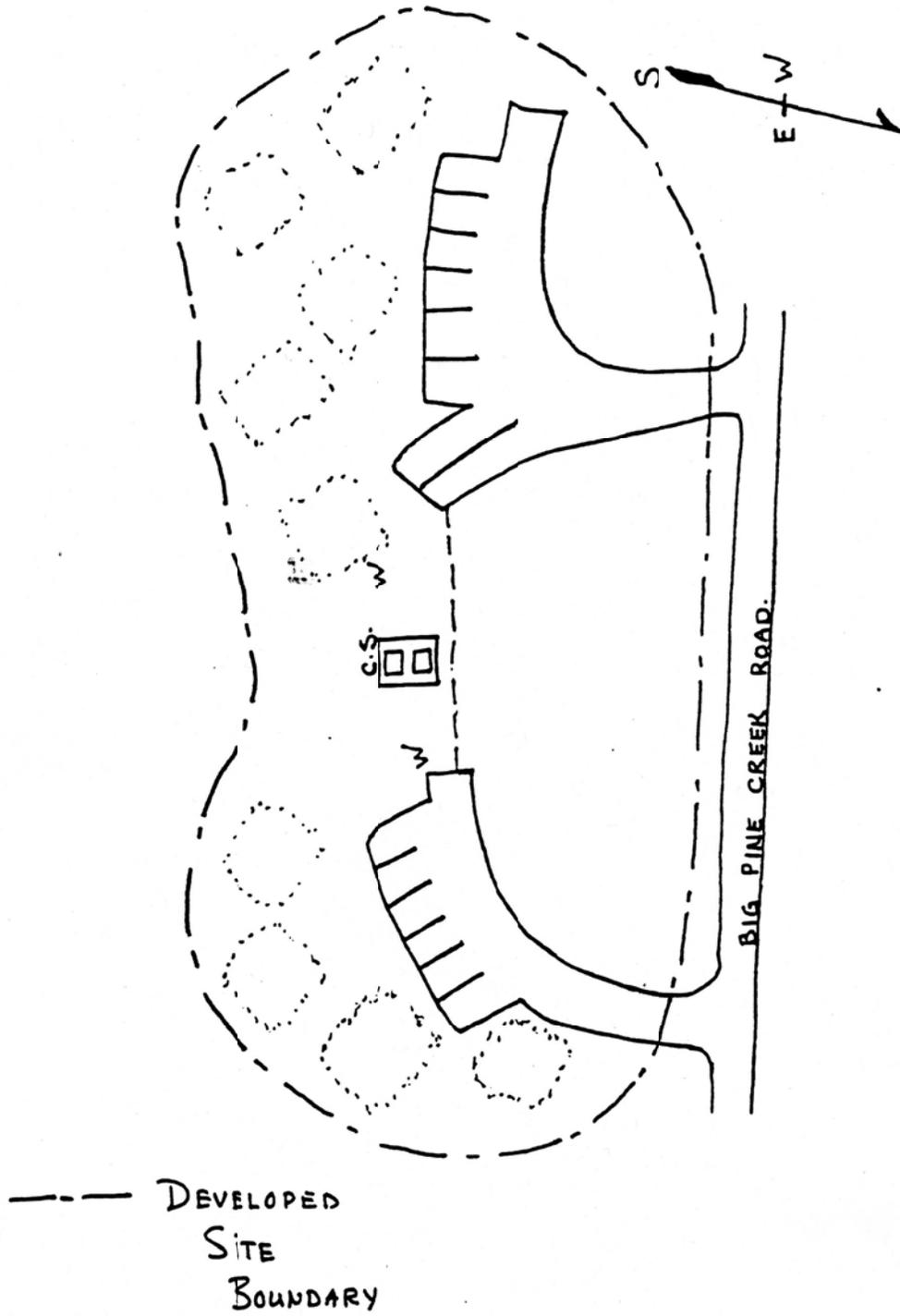
INYO NATIONAL FOREST	WHITE MOUNTAIN DISTRICT	SENIOR CREEK	<b>NORTH LAKE CAMPGROUND</b>					
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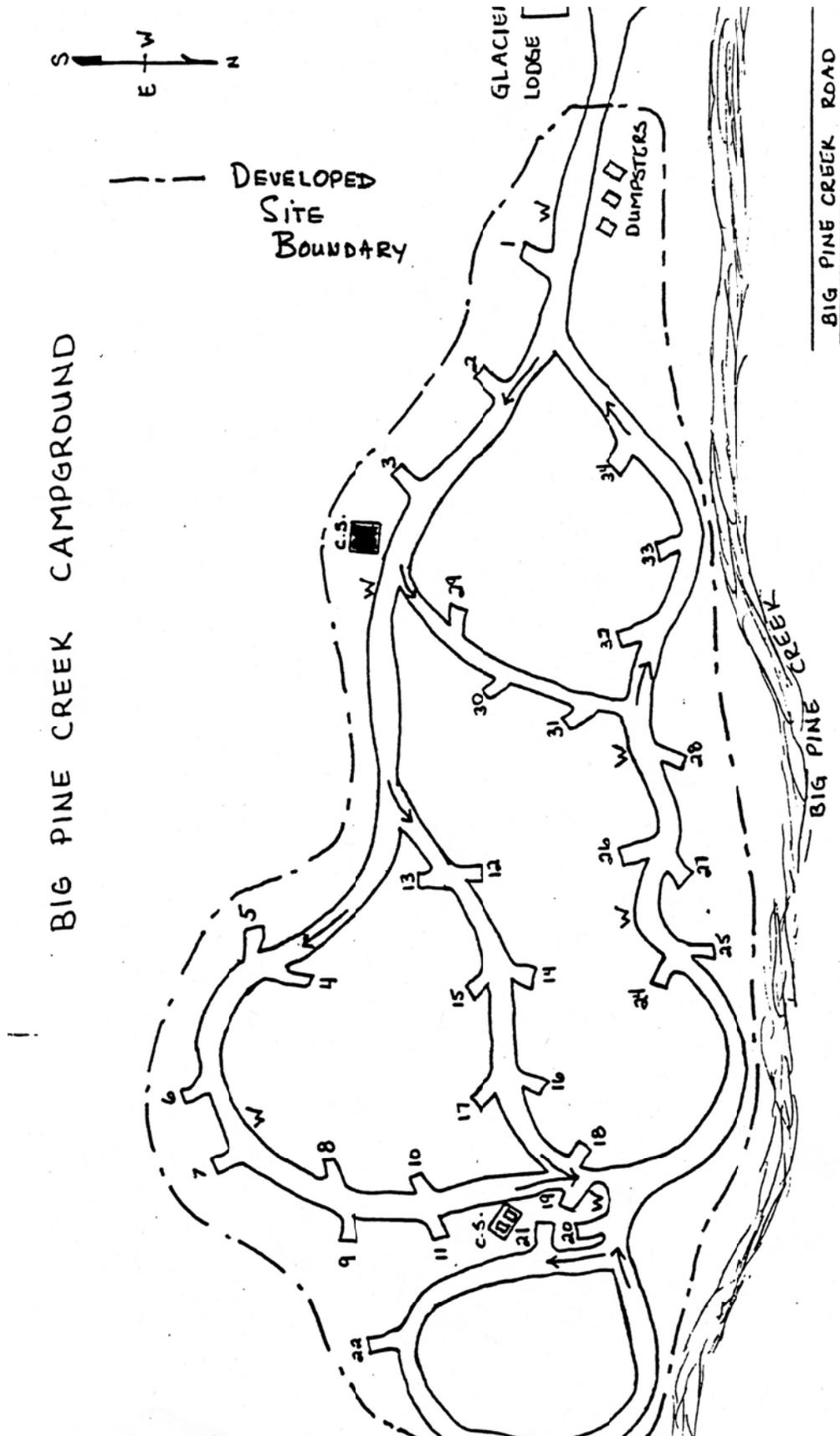




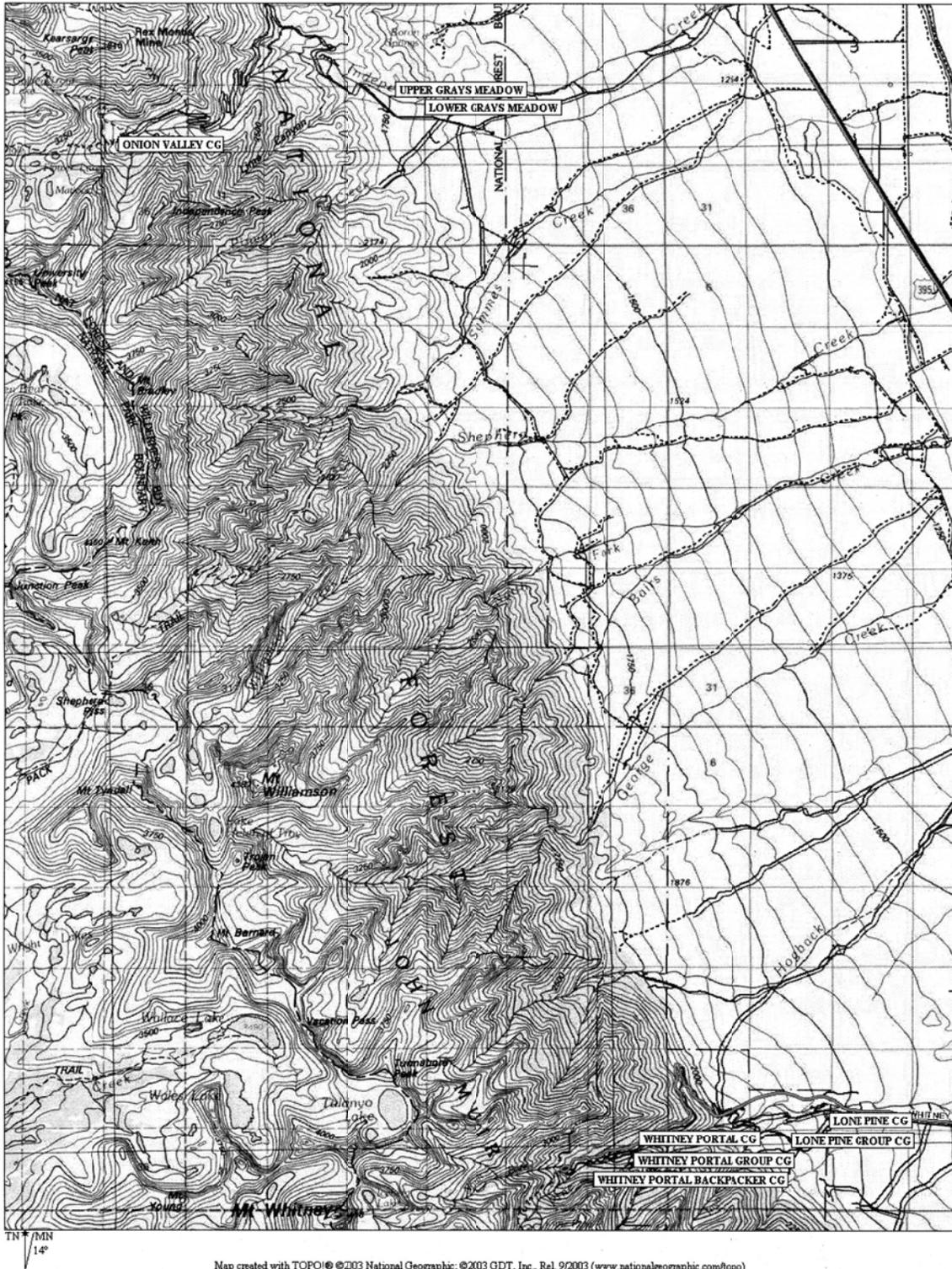


CLYDE GLACIER AND PALISADE GLACIER  
GROUP CAMPGROUNDS

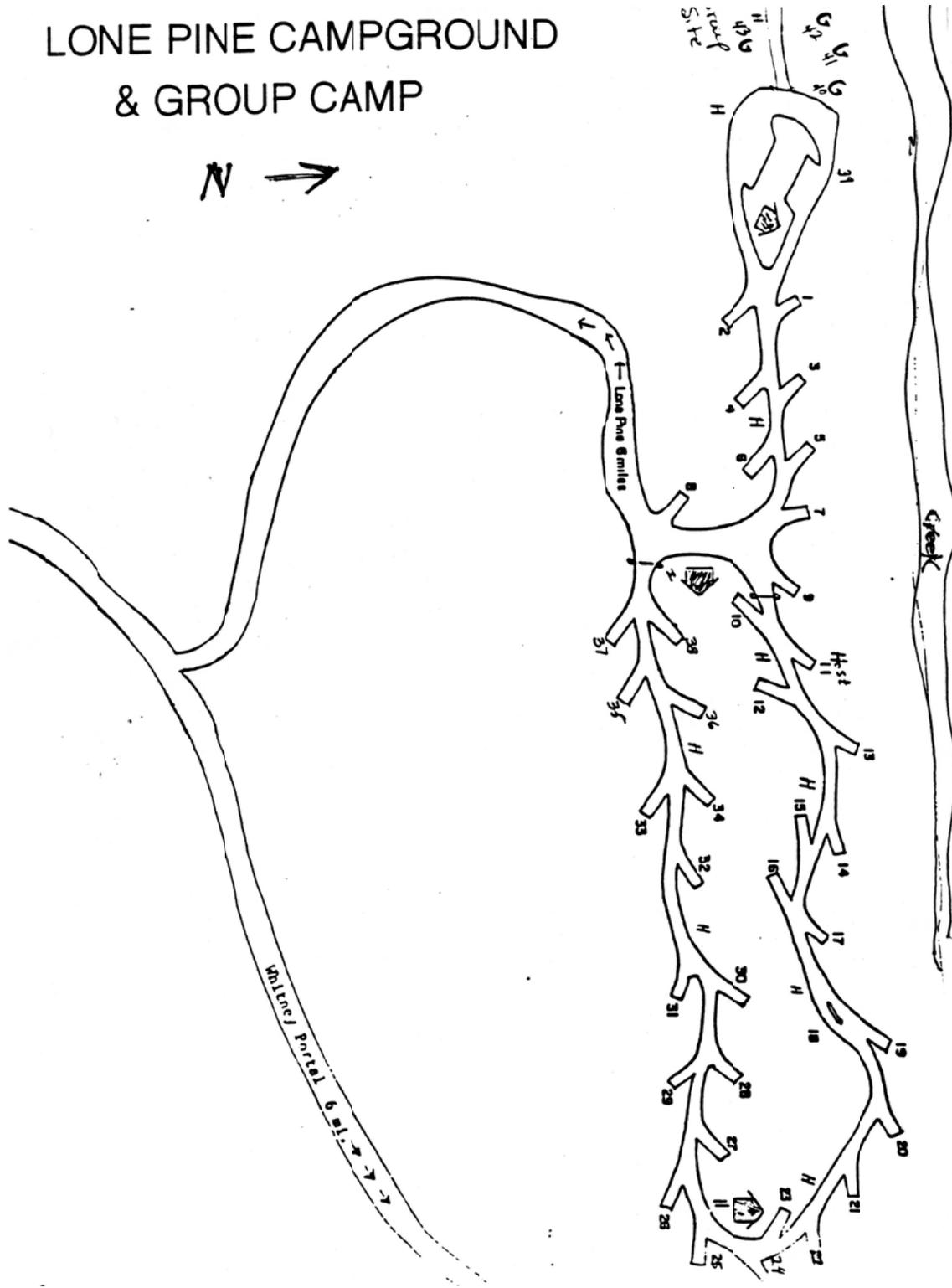


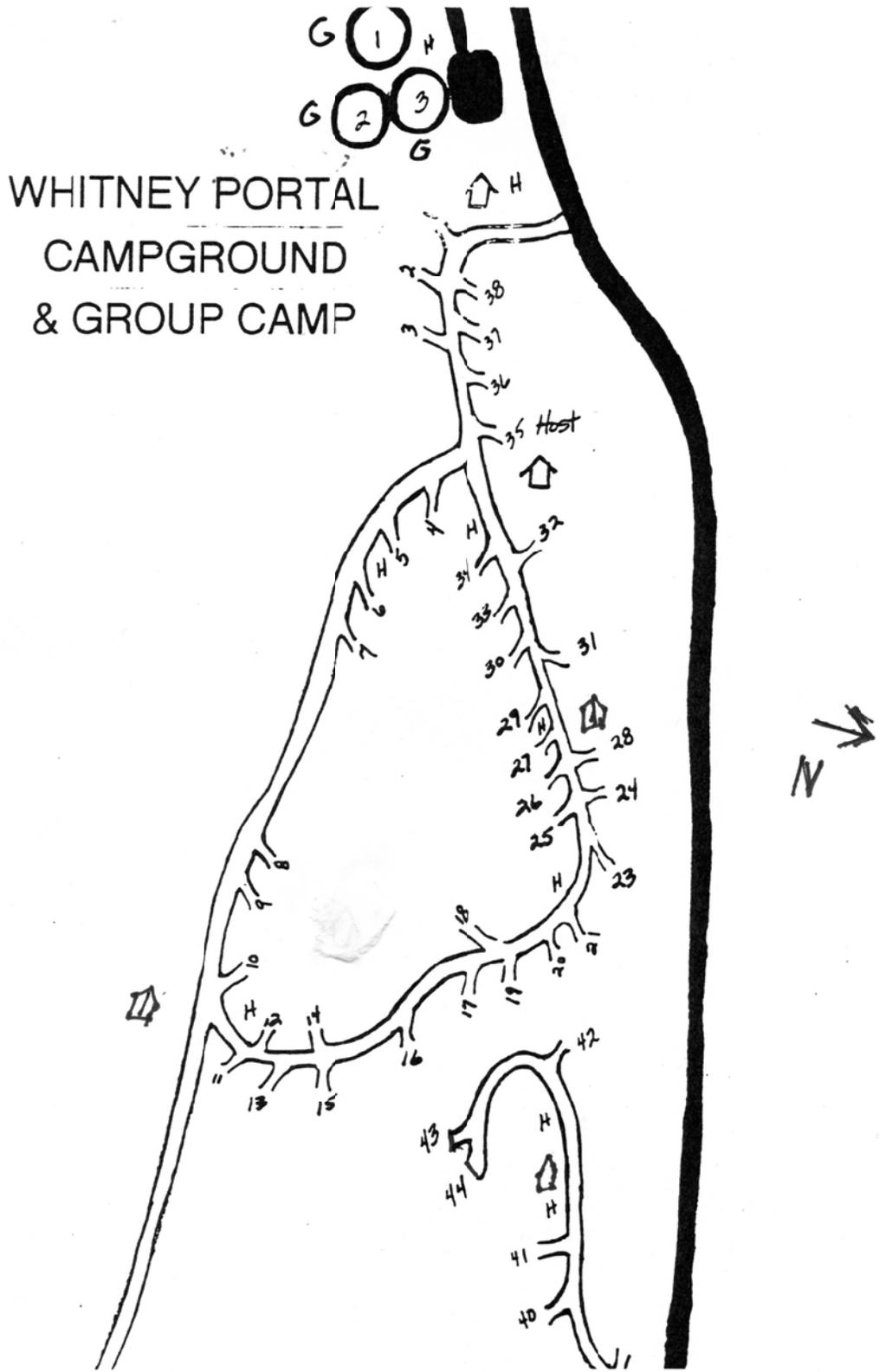


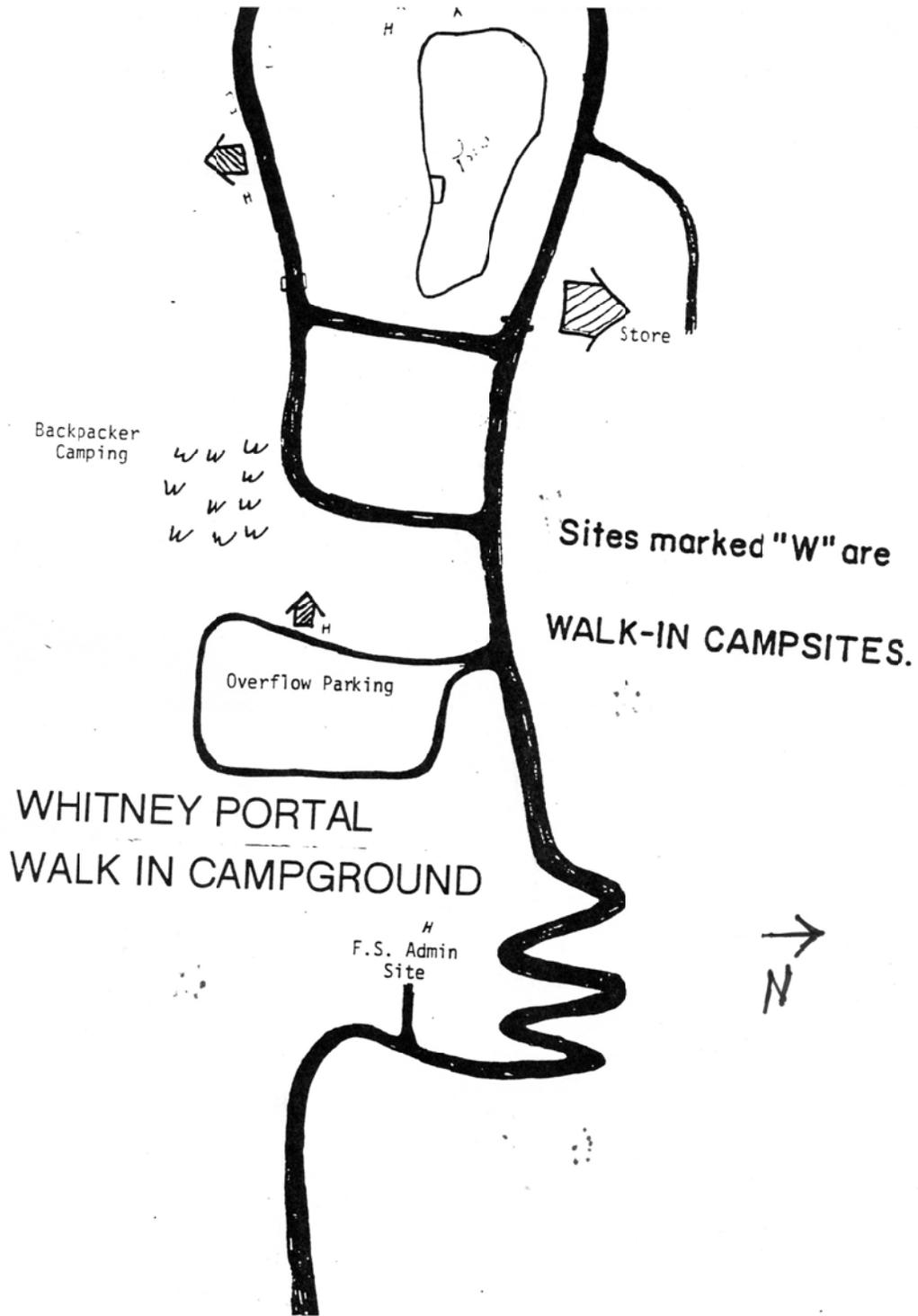
### COMPLEX # 3 MT WHITNEY AND ONION VALLEY



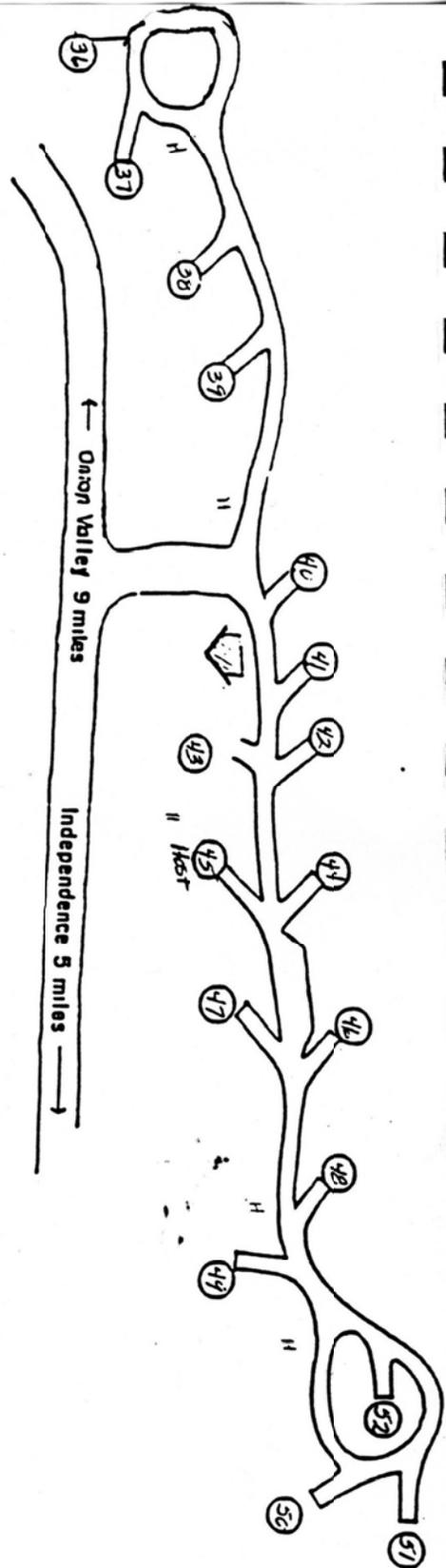
# LONE PINE CAMPGROUND & GROUP CAMP



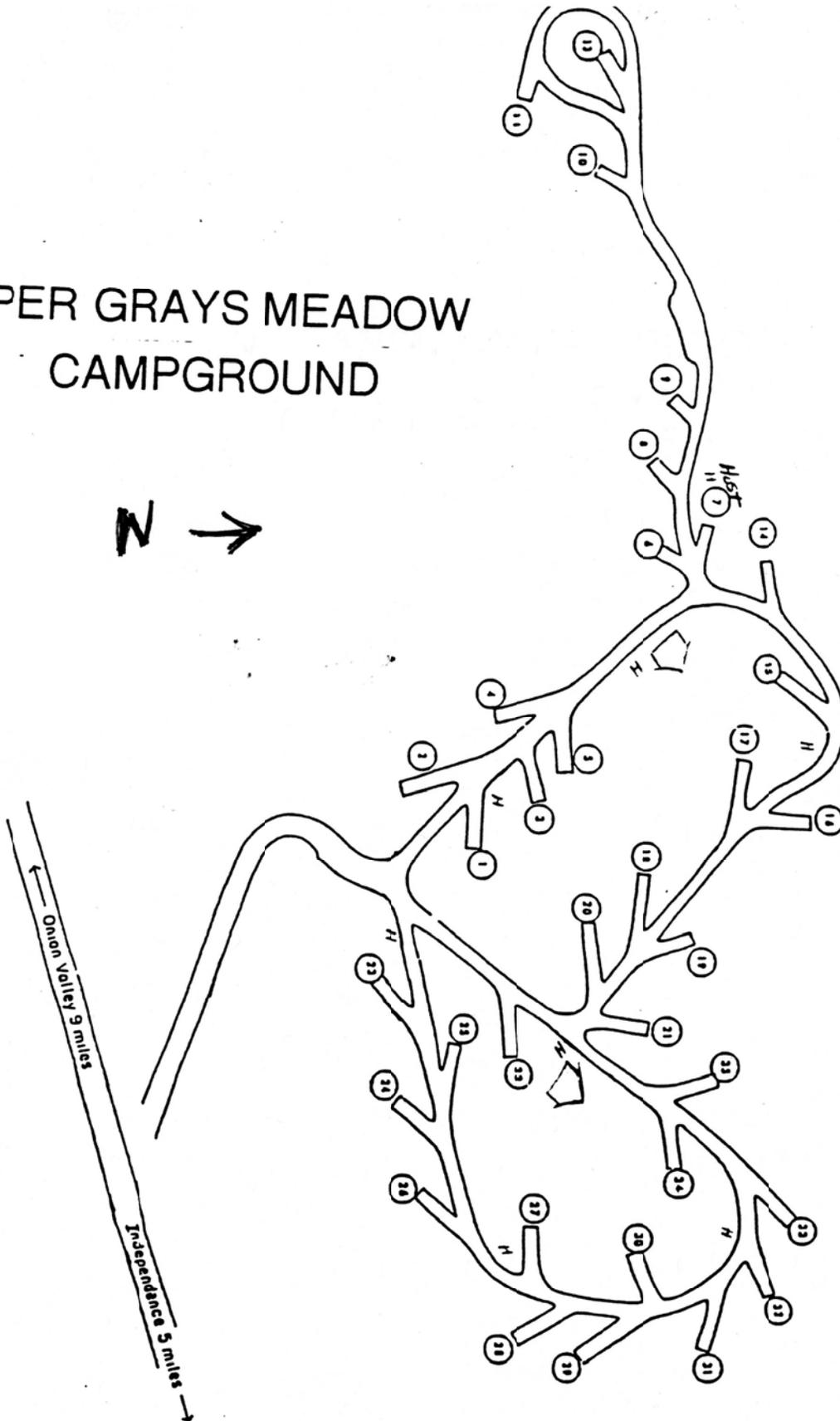




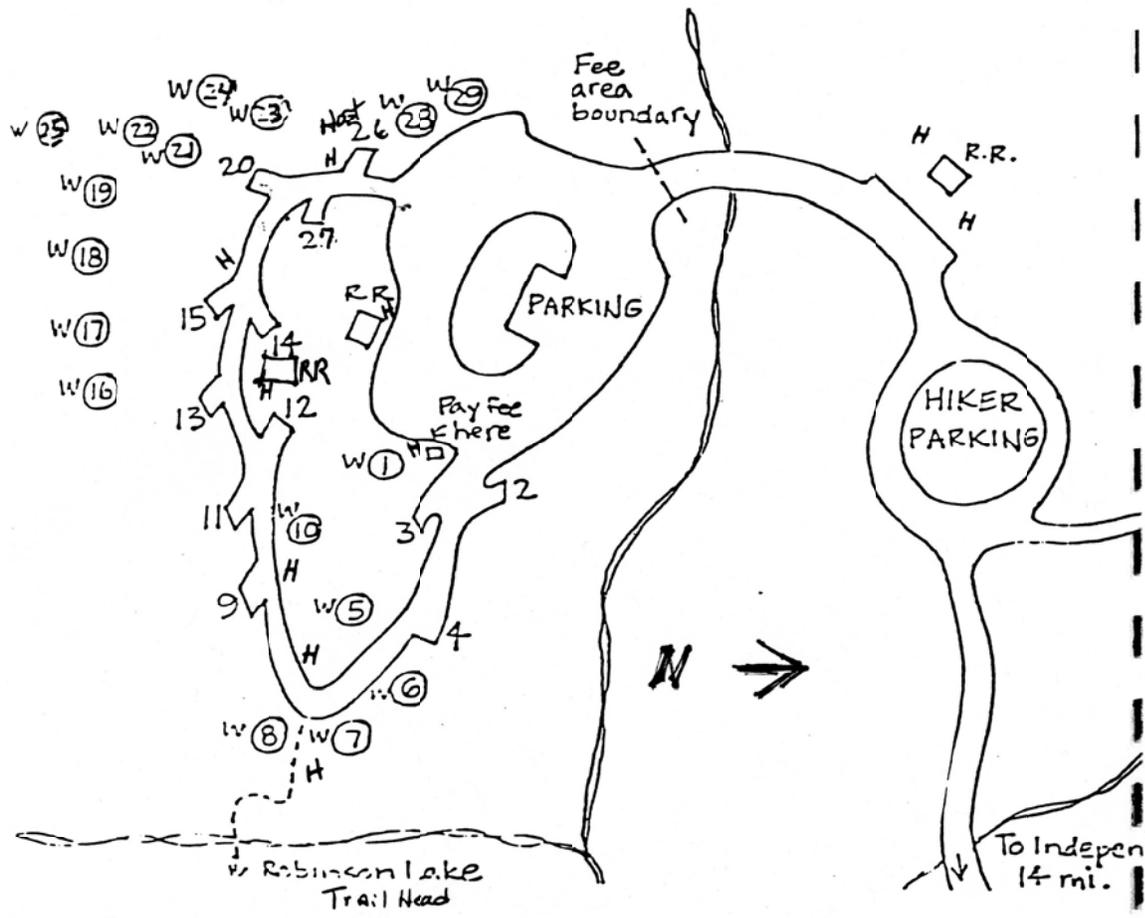
# LOWER GRAYS MEADOW CAMPGROUND



# UPPER GRAYS MEADOW CAMPGROUND



# ONION VALLEY CAMPGROUND



Sites marked "W" are WALK-IN CAMPSITES.

## **Appendix 3: Government Facility and Improvement Inventories and Insured Properties**

The Federal Government owns the improvements within all the developed recreation sites. Included in the following inventory are the description, quantity, and the estimated replacement cost of the applicable property. In some instances replacement costs were determined by applying a 30% inflation factor (3%/yr. X 10years) to unit costs established in a 1995 inventory.

Please note that it is the policy of the Forest Service (FSM 2330.5) to provide universally designed recreation sites, facilities and constructed features through the use of designs that accommodate most people, including people with disabilities, while maintaining the setting. For example: picnic tables, fire rings, toilets structures, etc., that are purchased or constructed, are now to be accessible, so that any person can use those facilities, wherever they are located. Replacement costs use the cost of accessible items where applicable.

### **Complex # 1 Rock Creek and Convict Lake Area**

#### **Tuff**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	34	\$300	\$10,200
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each	2	\$1,000	\$2,000
Bear Food Storage Locker	Each	34	\$1,000	\$34,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	16	\$100	\$1,600
Sign—Site Marker wood	Each	34	\$50	\$1,700
Spurs—Single Campsite	Each	34	n/a	
Table—Heavy Wood	Each	34	\$825	\$28,050
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2unit Vault	Each	3	\$30,00	\$90,000
Sewer System	Each			
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$10,000	\$10,000
<b>TOTAL</b>				<b>\$257,050</b>

## French Camp

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	86	\$300	\$25,800
Garbage Dumpster,	Each	8	\$3,500	\$28,000
Recycling Center - Bear resistant	Each	3	\$1,000	\$3,000
Bear Food Storage Locker	Each	86	\$1,000	\$86,000
Host Site ,	Each	3	\$3,000	\$9,000
Roads	Miles		n/a	
Sign—Other	Each	24	\$100	\$2,400
Sign—Site Marker wood	Each	86	\$50	\$4,300
Spurs—Single Campsite	Each	86	n/a	
Table—Heavy Wood	Each	86	\$825	\$70,950
Gate, Steel	Each	4	\$1,000	\$4,000
Toilet Building 3 unit Flush	Each	6	\$60,000	\$360,000
Sewer System	Each		\$100,000	\$100,000
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$150,000	\$150,000
<b>TOTAL</b>				<b>\$860,950</b>

## Holiday

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	35	\$300	\$10,500
Garbage Dumpster,	Each	4	\$3,500	\$14,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	35	\$1,000	\$35,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	35	\$50	\$1,750
Spurs—Single Campsite	Each	35	n/a	
Table—Heavy Wood	Each	35	\$825	\$28,875
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 1 Unit 2 Unit Vault	Each	2/1 1/2	\$15,000 \$30,00	\$60,000
Sewer System	Each			
Water Distribution System	Each		\$10,000	\$10,000
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$170,000</b>

## **Aspen Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	5	\$300	\$1,500
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	4	\$1,000	\$4,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	4	\$100	\$400
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each	1	n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$25,000	\$25,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$153,525</b>

## **Iris Meadow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	14	\$300	\$4,200
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	14	\$1,000	\$14,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	14	\$50	\$700
Spurs—Single Campsite	Each	14	n/a	
Table—Heavy Wood	Each	14	\$825	\$11,550
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 4 Unit Flush	Each	1	\$80,000	\$80,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each		\$50,000	
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$248,450</b>

## **Big Meadow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	11	\$300	\$3,300
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	11	\$1,000	\$11,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	11	\$50	\$550
Spurs—Single Campsite	Each	11	n/a	
Table—Heavy Wood	Each	11	\$825	\$8,500
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 4 Unit Flush	Each	1	\$ 80,000	\$80,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$20,00	\$20,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$291,850</b>

## **Palisade Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	5	\$300	\$1,500
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	5	\$1,000	\$5,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	4	\$100	\$400
Sign—Site Marker wood	Each	5	\$50	\$250
Spurs—Single Campsite	Each	5	n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$185,275</b>

## East Fork

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	2	\$4,000	\$8,000
Fire Rings (combination grill/fire ring)	Each	133	\$300	\$39,900
Garbage Dumpster,	Each	8	\$3,500	\$28,000
Recycling Center - Bear resistant	Each	4	\$1,000	\$4,000
Bear Food Storage Locker	Each	133	\$1,000	\$133,000
Host Site ,	Each	4	\$3,000	\$12,000
Roads	Miles		n/a	
Sign—Other	Each	18	\$100	\$1,800
Sign—Site Marker wood	Each	133	\$50	\$6,650
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	133	\$825	\$109,725
Gate, Steel	Each	5	\$1,000	\$5,000
Toilet Building 2 Unit, 3 Unit, 4 Unit Flush	Each	11/ 2 2/ 3	\$50-\$60,000	\$670,000
Sewer System	Each	1	\$100,000	\$100,000
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$150,000	\$150,000
<b>TOTAL</b>				<b>\$1,371,575</b>

## Pine Grove

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	11	\$300	\$3,300
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	11	\$1,000	\$11,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	8	\$100	\$800
Sign—Site Marker wood	Each	11	\$50	\$550
Spurs—Single Campsite	Each	11	n/a	
Table—Heavy Wood	Each	11	\$825	\$9,075
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$204,225</b>

## Upper Pine Grove

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	8	\$300	\$2,400
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	8	\$1,000	\$8,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	8	\$100	\$800
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each	8	n/a	
Table—Heavy Wood	Each	8	\$825	\$6,600
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2 Unit Vault	Each	1	\$30,000	\$30,000
Sewer System	Each			
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$74,300</b>

## Rock Creek Lake

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	28	\$300	\$8,400
Garbage Dumpster,	Each	4	\$3,500	\$14,000
Recycling Center - Bear resistant	Each	2	\$1,000	\$2,000
Bear Food Storage Locker	Each	28	\$1,000	\$28,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	25	\$100	\$2,500
Sign—Site Marker wood	Each	28	\$50	\$1,400
Spurs—Single Campsite	Each	28	n/a	
Table—Heavy Wood	Each	28	\$825	\$23,100
Gate, Steel	Each	5	\$1,000	\$5,000
Toilet Building 4 Unit Flush	Each	2	\$ 80,000	\$80,000
Sewer System	Each	1	\$100,000	\$100,000
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$150,000	\$150,000
<b>TOTAL</b>				<b>\$524,900</b>

## Rock Creek Lake Group

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each		\$4,000	
Fire Rings (combination grill/fire ring)	Each	5	\$300	\$1,500
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	4	\$1,000	\$4,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	6	\$100	\$600
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$100,000	\$100,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$279,225</b>

## McGee Creek

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	28	\$300	\$8,400
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each	2	\$1,000	\$2,000
Bear Food Storage Locker	Each	28	\$1,000	\$28,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	23	\$100	\$2,300
Sign—Site Marker wood	Each	28	\$50	\$1,400
Spurs—Single Campsite	Each	28	n/a	
Table—Heavy Wood	Each	28	\$825	\$23,100
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 6 Unit Flush	Each	1	\$100,000	\$100,000
Sewer System /Septic	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each	1	\$50,000	\$50,000
Shade Ramadas	Each	24	\$3,000	\$72,000
<b>TOTAL</b>				<b>\$376,700</b>

## Convict Lake

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	85	\$300	\$25,500
Garbage Dumpster,	Each	6	\$3,500	\$21,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	85	\$1,000	\$85,000
Host Site ,	Each	3	\$3,000	\$9,000
Roads	Miles		n/a	
Sign—Other	Each	24	\$100	\$2,400
Sign—Site Marker wood	Each	85	\$50	\$4,250
Spurs—Single Campsite	Each	85	n/a	
Table—Heavy Wood	Each	85	\$825	\$70,125
Gate, Steel	Each	4	\$1,000	\$4,000
Toilet Building Flush	Each	6	\$50-\$60,000	\$320,000
Sewer System	Each	1	\$100,000	\$100,000
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$150,000	\$150,000
<b>TOTAL</b>				<b>\$898,775</b>

## Complex # 2 Bishop Creek and Big Pine Area Bitterbrush

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	30	\$300	\$9,000
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	30	\$1,000	\$30,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	30	\$50	\$1,500
Spurs—Single Campsite	Each	30	n/a	
Table—Heavy Wood	Each	30	\$825	\$24,750
Gate, Steel	Each		\$1,000	
Toilet Building 2 Unit Vault	Each	2	\$30,000	\$60,000
Sewer System	Each			
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each	1	\$50,000	\$50,000
Other				
<b>TOTAL</b>				<b>\$213,250</b>

## Big Trees

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	16	\$300	\$4,800
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	16	\$1,000	\$16,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	16	\$50	\$800
Spurs—Single Campsite	Each	16	n/a	
Table—Heavy Wood	Each	16	\$825	\$13,200
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 4 Unit Flush 2 Unit Vault	Each	1/4 1/2	\$80-30,000	\$110,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$331,300</b>

## Forks

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	21	\$300	\$6,300
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	21	\$1,000	\$21,000
Host Site ,	Each	2	\$3,000	\$6,000
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	21	\$50	\$1,050
Spurs—Single Campsite	Each	21	n/a	
Table—Heavy Wood	Each	21	\$825	\$17,325
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2Unit Flush1Unit 2 Unit Vault	Each	1/2 1/1 1/2	\$15-50,00	\$95,000
Sewer System	Each	1	\$100,00	\$100,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$323,175</b>

## 4 Jeffrey

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	106	\$300	\$31,800
Garbage Dumpster,	Each	5	\$3,500	\$17,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	65	\$1,000	\$65,000
Host Site ,	Each	2	\$3,000	\$6,000
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	106	\$50	\$5,300
Spurs—Single Campsite	Each	106	n/a	
Table—Heavy Wood	Each	106	\$825	\$87,450
Gate, Steel	Each	8	\$1,000	\$8,000
Toilet Building 3Unit 4 Unit Flush	Each	5/3 1/4	\$60-80,000	\$380,000
Sewer System	Each	1	\$100,000	\$100,000
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$100,000	\$100,00
<b>TOTAL</b>				<b>\$909,550</b>

## Mountain Glen

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	5	\$300	\$1,500
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	5	\$1,000	\$5,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	5	\$50	\$250
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 1 Unit Vault	Each	1	\$15,000	\$15,000
Sewer System	Each			
Water Distribution System	Each			
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$38,375</b>

## Table Mountain Group

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	4	\$300	\$1,200
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	2	\$1,000	\$2,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	4	\$100	\$400
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 1 Unit Vault	Each	1	\$15,000	\$15,000
Sewer System	Each			
Water Distribution System	Each			
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$31,225</b>

## Willow

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	7	\$300	\$2,100
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	7	\$1,000	\$7,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	7	\$50	\$350
Spurs—Single Campsite	Each	7	n/a	
Table—Heavy Wood	Each	7	\$825	\$5,775
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 1 Unit Vault	Each	1	\$15,000	\$15,000
Sewer System	Each			
Water Distribution System	Each			
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$43,725</b>

## **Intake II Walk In**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	5	\$300	\$1,500
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	5	\$1,000	\$5,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	5	\$50	\$250
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	\$50,000
Electrical System	Each	1	\$20,000	\$20,000
<b>TOTAL</b>				<b>\$204,375</b>

## **Intake II**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	8	\$300	\$2,400
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	8	\$1,000	\$8,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	8	\$50	\$400
Spurs—Single Campsite	Each	8	n/a	
Table—Heavy Wood	Each	8	\$825	\$6,600
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Electrical System	Each	1	\$20,000	\$20,000
<b>TOTAL</b>				<b>\$162,900</b>

## **Bishop Park Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each		\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	4	\$300	\$1,200
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	1	\$1,000	\$1,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	3	\$100	\$300
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	5	\$825	\$4,125
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building 2 Unit Flush	Each	1	\$50,000	\$50,000
Sewer System	Each	1	\$50,000	\$50,000
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Electrical System	Each	1	\$20,000	\$20,000
<b>TOTAL</b>				<b>\$145,125</b>

## **Bishop Park**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	21	\$300	\$6,300
Garbage Dumpster,	Each	3	\$3,500	\$10,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	21	\$1,000	\$21,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	21	\$50	\$1,050
Spurs—Single Campsite	Each	21	n/a	
Table—Heavy Wood	Each	21	\$825	\$17,325
Gate, Steel	Each	3	\$1,000	\$3,000
Toilet Building 2 Unit Flush	Each	2	\$50,000	\$100,000
Sewer System	Each	1	\$100,000	\$100,000
Water Distribution System	Each	1	\$100,000	\$100,000
Well	Each	1	\$50,000	\$50,000
Electrical System	Each	1	\$50,000	\$50,000
<b>TOTAL</b>				<b>\$470,675</b>

## Sabrina

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	18	\$300	\$5,400
Garbage Dumpster,	Each	3	\$3,500	\$10,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	18	\$1,000	\$18,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	18	\$50	\$900
Spurs—Single Campsite	Each	18	n/a	
Table—Heavy Wood	Each	18	\$825	\$14,850
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2 Unit Vault	Each	2	\$30,000	\$60,000
Sewer System	Each			
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each	1	\$50,000	\$50,000
Other				
<b>TOTAL</b>				<b>\$182,650</b>

## North Lake

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	11	\$300	\$3,300
Garbage Dumpster,	Each	1	\$3,500	\$3,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	11	\$1,000	\$11,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	11	\$50	\$550
Spurs—Single Campsite	Each	11	n/a	
Table—Heavy Wood	Each	11	\$825	\$9,075
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2Unit Vault	Each	1	\$30,000	\$30,000
Sewer System	Each			
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each	1	\$50,000	\$50,000
Other				
<b>TOTAL</b>				<b>\$127,425</b>

## Sage Flat

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	28	\$300	\$8,400
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	28	\$1,000	\$28,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	8	\$100	\$800
Sign—Site Marker wood	Each	28	\$50	\$1,400
Spurs—Single Campsite	Each	28	n/a	
Table—Heavy Wood	Each	28	\$825	\$23,100
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 4 Unit 2 Unit Vault	Each	1/4 1/2	\$30-60,000	\$90,000
Sewer System	Each			
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each	1	\$50,000	\$50,000
Other				
<b>TOTAL</b>				<b>\$241,200</b>

## Upper Sage Flat

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	21	\$300	\$6,300
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	21	\$1,000	\$21,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	21	\$50	\$1050
Spurs—Single Campsite	Each	21	n/a	
Table—Heavy Wood	Each	21	\$825	\$17,325
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 4 Unit Vault	Each	1	\$60,000	\$60,000
Sewer System	Each			
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Other				
<b>TOTAL</b>				<b>\$225,675</b>

## Palisade Glacier Group

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	1	\$300	\$300
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	1	\$1,000	\$1,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	3	\$100	\$300
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	3	\$825	\$2,475
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building	Each		\$	
Sewer System	Each			
Water Distribution System	Each			
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$12,575</b>

## Clyde Glacier Group

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	1	\$300	\$300
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	1	\$1,000	\$1,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	2	\$100	\$200
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each		\$825	
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2 Unit Vault	Each	1	\$30,000	\$30,000
Sewer System	Each			
Water Distribution System	Each			
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$41,000</b>

## Big Pine Creek

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	30	\$300	\$9,000
Garbage Dumpster,	Each	3	\$3,500	\$10,500
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	30	\$1,000	\$30,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	30	\$50	\$1,500
Spurs—Single Campsite	Each	30	n/a	
Table—Heavy Wood	Each	30	\$825	\$24,750
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 2 Unit Vault	Each	2	\$30,000	\$60,000
Sewer System	Each			
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
Other				
<b>TOTAL</b>				<b>\$248,750</b>

## Complex # 3 MT Whitney and Onion Valley Area Lone Pine

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	43	\$300	\$12,900
Garbage Dumpster,	Each	3	\$3,500	\$10,500
Recycling Center - Bear resistant	Each	4	\$1,000	\$4,000
Bear Food Storage Locker	Each	43	\$1,000	\$43,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	8	\$100	\$800
Sign—Site Marker	Each	43	\$50	\$2,150
Spurs—Single Campsite	Each	43	n/a	
Table—Heavy Wood	Each	43	\$825	\$35,475
Gate, Steel	Each	3	\$1,000	\$3,000
Toilet Building 2 Unit Vault	Each	3	\$30,000	\$90,000
Sewer System	Each			
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each	1	\$50,000	\$50,000
Trash Can 2 Unit Bearproof	Each	9	\$1,000	\$9,000
<b>TOTAL</b>				<b>\$291,325</b>

## Lone Pine Group

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each		\$3,500	
Fee Collection Station	Each		\$4,000	
Fire Rings (combination grill/fire ring)	Each	3	\$300	\$900
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	3	\$1,000	\$3,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	4	\$100	\$400
Sign—Site Marker wood	Each		\$50	
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	3	\$825	\$2,475
Gate, Steel	Each	1	\$1,000	\$1,000
Toilet Building	Each		\$	
Sewer System	Each			
Water Distribution System	Each			
Well	Each		\$50,000	
Other				
<b>TOTAL</b>				<b>\$7,775</b>

## Whitney Portal

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	43	\$300	\$12,900
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each	7	\$1,000	\$7,000
Bear Food Storage Locker	Each	43	\$1,000	
Host Site ,	Each	2	\$3,000	\$6,000
Roads	Miles		n/a	
Sign—Other	Each	12	\$100	\$1,200
Sign—Site Marker wood	Each	43	\$50	\$2,150
Spurs—Single Campsite	Each	43	n/a	
Table—Heavy Wood	Each	43	\$825	\$35,475
Gate, Steel	Each	3	\$1,000	\$3,000
Toilet Building 2 unit 1 unit Vault	Each	3/1 2/1	\$15-30,000	\$120,000
Sewer System	Each			
Water Distribution System	Each	1	\$100,000	\$100,000
Well	Each		\$50,000	\$50,000
Trash Can 2 Unit Bearproof	Each	13	\$1,000	\$13,000
<b>TOTAL</b>				<b>\$358,225</b>

## Whitney Portal Group

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	3	\$300	\$900
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	9	\$1,000	\$9,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	3	\$50	\$150
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	8	\$825	\$6,600
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building	Each		\$	
Sewer System	Each			
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Trash Can 2 Unit Bearproof	Each	2	\$1,000	\$2,000
<b>TOTAL</b>				<b>\$40,150</b>

## Whitney Portal Backpacker

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	4	\$300	\$1,200
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each	1	\$1,000	\$1,000
Bear Food Storage Locker	Each	14	\$1,000	\$14,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	5	\$100	\$500
Sign—Site Marker wood	Each	10	\$50	\$500
Spurs—Single Campsite	Each		n/a	
Table—Heavy Wood	Each	3	\$825	\$2,475
Gate, Steel	Each		\$1,000	
Toilet Building 2 Unit Vault	Each	1	\$15,000	\$15,000
Sewer System	Each			
Water Distribution System	Each	1	\$10,000	\$10,000
Well	Each		\$50,000	
Trash Can 2 Unit Bearproof	Each	4	\$1,000	\$4,000
<b>TOTAL</b>				<b>\$56,175</b>

## Lower Grays Meadow

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	17	\$300	\$5,100
Garbage Dumpster,	Each	2	\$3,500	\$7,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	17	\$1,000	\$17,000
Host Site ,	Each		\$3,000	
Roads	Miles		n/a	
Sign—Other	Each	10	\$100	\$1,000
Sign—Site Marker wood	Each	17	\$50	\$850
Spurs—Single Campsite	Each	17	n/a	
Table—Heavy Wood	Each	17	\$825	\$14,025
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 3 Unit Flush	Each	1	\$60,000	\$60,000
Sewer System	Each			
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each		\$50,000	
<b>Sewer system will be removed fall 2011</b>				
<b>TOTAL</b>				<b>\$134,475</b>

## Upper Grays Meadow

Item	Unit	Quantity	Replacement Cost (Each)	Total
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	35	\$300	\$10,500
Garbage Dumpster,	Each	4	\$3,500	\$14,000
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	35	\$1,000	\$35,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	20	\$100	\$2,000
Sign—Site Marker wood	Each	35	\$50	\$1,750
Spurs—Single Campsite	Each	35	n/a	
Table—Heavy Wood	Each	35	\$825	\$28,875
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 3 unit 4 unit Flush	Each	1/3 1/4	\$60-80,000	\$140,000
Sewer System	Each			
Water Distribution System	Each	1	\$50,000	\$50,000
Well	Each	1	\$50,000	\$50,000
<b>Sewer system will be removed fall 2011</b>				
<b>TOTAL</b>				<b>\$344,625</b>

## **Onion Valley**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each)</b>	<b>Total</b>
Entrance Sign (site sign) Two sided	Each	1	\$3,500	\$3,500
Fee Collection Station	Each	1	\$4,000	\$4,000
Fire Rings (combination grill/fire ring)	Each	29	\$300	\$8,700
Garbage Dumpster,	Each		\$3,500	
Recycling Center - Bear resistant	Each		\$1,000	
Bear Food Storage Locker	Each	29	\$1,000	\$29,000
Host Site ,	Each	1	\$3,000	\$3,000
Roads	Miles		n/a	
Sign—Other	Each	8	\$100	\$800
Sign—Site Marker wood	Each	29	\$50	\$1,450
Spurs—Single Campsite	Each	29	n/a	
Table—Heavy Wood	Each	29	\$825	\$23,925
Gate, Steel	Each	2	\$1,000	\$2,000
Toilet Building 1 Unit 2 Unit Vault	Each	1/1 2/1	\$15-30,00	\$45,000
Sewer System	Each			
Water Distribution System	Each	1	\$20,000	\$20,000
Well	Each	1	\$50,000	\$50,000
Trash Can 2 Unit Bearproof	Each	4	\$1,000	\$4,000
<b>TOTAL</b>				<b>\$195,375</b>

**Note: The Forest has received funding from the Recreation Site improvement program to replace the toilets at the following sites. Complex # 1, the 6 buildings at Convict Lake Campground, the 1 building at Big Meadow campground , the 1 building at Iris Meadow Campground and the 1 building at Aspen Group Camp. In Complex #3, the 3 Flush toilets at Grays Meadow Campground will be replaced with vault units and the sewer plant there will be decommissioned. The contract for this work will start in the fall of 2011 and will be completed in the spring of 2012. This will require those campgrounds to be closed for a time for safety reasons.**

### **Insured Properties**

Insured properties are those properties that are essential to campground operation. Not all properties within a site need to be covered as there is little likelihood of a site being completely devastated by any one event. Coverage will extend to bodily injury, or death rising out of the permit holder's activities under the permit, including but not limited to the occupancy of use of the structures, facilities, or equipment authorized the permit. In the case of recreation sites, insured items are primarily restrooms, totals shown for each complex. The following list represents the number of restrooms to be insured per site.

## Complex # 1 Rock Creek and Convict Lake Area

**Total \$1,338,000**

### Insured Properties Tuff

Item	Unit	Quantity	Replacement Cost (Each) @ 100%	Insured Coverage(Each) @ 60%	Total Insurance Coverage Amount \$
Toilet Building 2 Seat Vault	Each	3	\$30,000	\$18,000	\$54,000
Toilet Building	Each				
Total					<b>\$54,000</b>

### Insured Properties French Camp

Item	Unit	Quantity	Replacement Cost (Each) @ 100%	Insured Coverage(Each) @ 60%	Total Insurance Coverage Amount \$
Toilet Building 3 Seat Flush	Each	6	\$60,000	\$36,000	\$216,000
Toilet Building	Each				
Total					<b>\$216,000</b>

### Insured Properties Holiday

Item	Unit	Quantity	Replacement Cost (Each) @ 100%	Insured Coverage(Each) @ 60%	Total Insurance Coverage Amount \$
Toilet Building 1 Seat Vault	Each	2	\$15,000	\$9,000	\$18,000
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
Total					<b>\$36,000</b>

**Insured Properties Aspen Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
<b>Total</b>					<b>\$30,000</b>

**Insured Properties Iris Meadow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 4 Seat Flush	Each	1	\$80,000	\$48,000	\$48,000
Toilet Building	Each				
<b>Total</b>					<b>\$48,000</b>

**Insured Properties Big Meadow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 4 Seat Flush	Each	1	\$80,000	\$48,000	\$48,000
Toilet Building	Each				
<b>Total</b>					<b>\$48,000</b>

**Insured Properties Palisade Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
<b>Total</b>					<b>\$30,000</b>

**Insured Properties East Fork**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	11	\$50,000	\$30,000	\$330,000
Toilet Building 3 Seat Flush	Each	2	\$60,000	\$36,000	\$72,000
<b>Total</b>					<b>\$402,000</b>

**Insured Properties Pine Grove**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
<b>Total</b>					<b>\$30,000</b>

**Insured Properties Upper Pine Grove**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
Toilet Building	Each				
<b>Total</b>					<b>\$18,000</b>

**Insured Properties Rock Creek Lake**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 4 Seat Flush	Each	2	\$80,000	\$48,000	\$96,000
Toilet Building	Each				
<b>Total</b>					<b>\$96,000</b>

**Insured Properties Rock Creek Lake Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
<b>Total</b>					<b>\$30,000</b>

**Insured Properties McGee Creek**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 6 Seat Flush	Each	1	\$100,000	\$60,000	\$60,000
Toilet Building	Each				
<b>Total</b>					<b>\$60,000</b>

**Insured Properties Convict Lake**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	4	\$50,000	\$30,000	\$120,000
Toilet Building 3 Seat Flush	Each	2	\$60,000	\$36,000	\$72,000
<b>Total</b>					<b>\$192,000</b>

**Complex #2 Bishop Creek and Big Pine Area  
 Total \$1,044,000**

**Insured Properties Bitterbrush**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	2	\$30,000	\$18,000	\$36,000
Toilet Building	Each				
<b>Total</b>					<b>\$36,000</b>

**Insured Properties Big Trees**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 4 Seat Flush	Each	1	\$80,000	\$48,000	\$48,000
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
<b>Total</b>					<b>\$66,000</b>

**Insured Properties Forks**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building 2 Seat Vault 1 Seat Vault	Each	1 1	\$30,000 \$15,000	\$18,000 \$9,000	\$18,000 \$9,000
<b>Total</b>					<b>\$57,000</b>

**Insured Properties 4 Jeffery**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 3 Seat Flush	Each	5	\$60,000	\$36,000	\$180,000
Toilet Building 4 Seat Flush	Each	1	\$80,000	\$48,000	\$48,000
Total					<b>\$228,000</b>

**Insured Properties Mountain Glen**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 1 Seat Vault	Each	1	\$15,000	\$9,000	\$9,000
Toilet Building	Each				
Total					<b>\$9,000</b>

**Insured Properties Table Mountain Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 1 Seat Vault	Each	1	\$15,000	\$9,000	\$9,000
Toilet Building	Each				
Total					<b>\$9,000</b>

**Insured Properties Willow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 1 Seat Vault	Each	1	\$15,000	\$9,000	\$9,000
Toilet Building	Each				
<b>Total</b>					<b>\$9,000</b>

**Insured Properties Intake II Walk In**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
<b>Total</b>					<b>\$30,000</b>

**Insured Properties Intake II**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
<b>Total</b>					<b>\$30,000</b>

**Insured Properties Bishop Park Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	1	\$50,000	\$30,000	\$30,000
Toilet Building	Each				
Total					<b>\$30,000</b>

**Insured Properties Bishop Park**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Flush	Each	2	\$50,000	\$30,000	\$60,000
Toilet Building	Each				
Total					<b>\$60,000</b>

**Insured Properties Sabrina**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	2	\$30,000	\$18,000	\$36,000
Toilet Building	Each				
Total					<b>\$36,000</b>

**Insured Properties North Lake**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
Toilet Building	Each				
<b>Total</b>					<b>\$18,000</b>

**Insured Properties Sage Flat**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
Toilet Building 4 Seat Vault	Each	1	\$60,000	\$36,000	\$36,000
<b>Total</b>					<b>\$54,000</b>

**Insured Properties Upper Sage Flat**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 4 Seat Vault	Each	1	\$60,000	\$36,000	\$36,000
Toilet Building	Each				
<b>Total</b>					<b>\$36,000</b>

**Insured Properties Glacier Group**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
Toilet Building	Each				
<b>Total</b>					<b>\$18,000</b>

**Insured Properties Big Pine Creek**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 2 Seat Vault	Each	2	\$30,000	\$18,000	\$18,000
Toilet Building	Each				
<b>Total</b>					<b>\$18,000</b>

## Complex # 3 Mount Whitney and Onion Valley

**Total \$291,000**

### Insured Properties Lone Pine

Item	Unit	Quantity	Replacement Cost (Each) @ 100%	Insured Coverage(Each) @ 60%	Total Insurance Coverage Amount \$
Toilet Building 2 Seat Vault	Each	3	\$30,000	\$18,000	\$54,000
Toilet Building	Each				
Total					<b>\$54,000</b>

### Insured Properties Whitney Portal

Item	Unit	Quantity	Replacement Cost (Each) @ 100%	Insured Coverage(Each) @ 60%	Total Insurance Coverage Amount \$
Toilet Building 2 Seat Vault	Each	3	\$30,000	\$18,000	\$54,000
Toilet Building 1 Seat Vault	Each	2	\$15,000	\$9,000	\$18,000
Total					<b>\$72,000</b>

### Insured Properties Whitney Portal Backpacker

Item	Unit	Quantity	Replacement Cost (Each) @ 100%	Insured Coverage(Each) @ 60%	Total Insurance Coverage Amount \$
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
Toilet Building	Each				
Total					<b>\$18,000</b>

**Insured Properties Lower Grays Meadow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 3 Seat Flush	Each	1	\$60,000	\$36,000	\$36,000
Toilet Building	Each				
<b>Total</b>					<b>\$36,000</b>

**Insured Properties Upper Grays Meadow**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 3 Seat Flush	Each	1	\$60,000	\$36,000	\$36,000
Toilet Building 4 Seat Flush	Each	1	\$80,000	\$48,000	\$48,000
<b>Total</b>					<b>\$84,000</b>

**Insured Properties Onion Valley**

<b>Item</b>	<b>Unit</b>	<b>Quantity</b>	<b>Replacement Cost (Each) @ 100%</b>	<b>Insured Coverage(Each) @ 60%</b>	<b>Total Insurance Coverage Amount \$</b>
Toilet Building 1 Seat Vault	Each	1	\$15,000	\$9,000	\$9,000
Toilet Building 2 Seat Vault	Each	1	\$30,000	\$18,000	\$18,000
<b>Total</b>					<b>\$27,000</b>

## **Appendix 4: Applicable Forest Orders**

### **Inyo Forest Orders**

#### **Title 36 – Code of Federal Regulations Subpart B**

##### 04-92-2 Developed Recreation Sites & Stay Limits

Camping in excess of stay limit (includes dispersed) 261.58(a) \$100 + \$25 per day  
Camping in any one area of the forest, including developed sites, for a period longer than 28 days on any one Ranger district in any six month period. After occupancy totaling 28 days on a Ranger district, the occupant may not stay again on National Forest land on that District for a minimum period of five months. Persons camping within the boundaries of Area No 2 of Glass Creek campground, as indicated in Exhibit A, may exceed the 28 day limit up to a maximum of 42 days total while occupying that site, between June 15 and September 10 of each year.  
Camping in a developed recreation site for a period longer than specified for that site during the time periods specified for that site as shown in Exhibit A.

Use group campground without permit      **261.58(b) \$100**

Using site when controlled by entrance station without a permit **261.58(b) \$100**

Being in or using campground when posted closed      **261.58(b) \$100**

More than 6 persons per site      **261.58(f) \$50**

Parking in violation of posted instructions      **261.58(g) \$50**

Parking outside assigned space **261.58(h) \$50**

More than 2 vehicles per site **261.58(i) \$50**

Possess/ store food so bears/wild animals have access **261.58(cc) \$150**

### Appendix 5: Sample Site Use Forms

<b>Inyo National Forest Recreation Site Use Record</b>		District:		Month:		
Site Name				Site Type:		
Total # Units:				Turnaway Days:		
# Accessible Units:				Year:		
DAY	OVERNIGHT CAMPING				# PEOPLE	COMMENTS
	TENT	TRAILER	AUTO	TOTAL		
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
Total						

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Site Use Record Instructions**

One form will be used for each facility per month.

Daily log in the following:

Total # of site occupied = # trailer + # tent + # auto

Total number of people (for all sites)

Comments (open, closed, water on/off, charging fee, un-rentable sites, etc.).

At the end of each month total your columns and add up your turnaway days (full days)

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

Example Monthly Site Use Summary

Facility:

Month:

DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Site 1															
Site 2															
Site 3															
Site 4															
Site 5															
Site 6															
Site 7															
Site 8															
Site 9															
Site 10															
Site 11															
Site 12															
Site 13															
Site 14															
Site 15															
Site 16															
Site 17															
Site 18															
Site 19															
Site 20															
Site 21															
Site 22															
Site 23															
Site 24															
Site 25															
Site 26															
Site 27															
Site 28															
Site 29															
Site 30															
Site 31															
Site 32															
Site 33															
Site 34															
Site 35															
Site 36															
TENT															
TRAILER															
AUTO															
TOTAL VEHICLES															
TOTAL PEOPLE															

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

Use and Revenue Data for Campgrounds and Related Concessions

Week:	Campground					Space #			
	Date	State	License #	Extra Vehicle	ZIP Code	Equipment	# in Group	Passport	Amt Paid
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									
Total									\$

Week:	Campground					Space #			
	Date	State	License #	Extra Vehicle	ZIP Code	Equipment	# in Group	Passport	Amt Paid
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									
Total									\$

Week:	Campground					Space #			
	Date	State	License #	Extra Vehicle	ZIP Code	Equipment	# in Group	Passport	Amt Paid
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									
Total									\$

Week:	Campground					Space #			
	Date	State	License #	Extra Vehicle	ZIP Code	Equipment	# in Group	Passport	Amt Paid
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									
Total									\$

## Appendix 6: Sample Customer Comment Card

### We Need your Views on Your Camping Experience

\_\_\_\_\_ National Forest  
\_\_\_\_\_ Campground

This campground is located on National Forest land but is operated under a special use permit issued by the USDA Forest Service. By giving a private operator this opportunity, we are able to continue services to the public that might have been curtailed under present funding restrictions.

Continuous contact is maintained between the concessionaire and the District Ranger for this campground to make sure that all public service provided is satisfactory. To augment this information, it is important for the Forest Service to have the views of you, the camper!

For that reason, we're asking that you take a moment and let us have your comments on the subjects indicated. We've tried to keep it as brief as possible, so if you want to comment on something not listed, please feel free to do so. It is important, and we appreciate your help. You are assisting us in maintaining good National Forest camping experiences in the future!

#### Your Comments

We realize that these subjects do not cover all the ground, but they seem to be the ones most people are concerned about. Please let us have your view in the spaces provided below.

1. Cleanliness of campgrounds and facilities:

---

---

2. Rules about pets and enforcement:

---

---

3. Check-in procedures:

---

---

4. Safety and Security:

---

---

5. Campground employees—courtesy, helpfulness, knowledge:

---

---

6. Availability of information:

---

---

7. Other things:

---

---

## Appendix 7: Standard Performance Evaluation Form

Performance Appraisal Form for Concession Developed Sites

Forest: \_\_\_\_\_

Ranger District \_\_\_\_\_

Developed Site: \_\_\_\_\_ Holder: \_\_\_\_\_

Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: Bold-faced items are nationally defined Critical Elements for performance inspection/appraisal ratings.

### A. PERMIT TERMS

	Above Standard	Meets Standard	Below Standard
1. Insurance requirements met			
2. Payments timely			
3. Use reports accurate and timely			
4. Other permit items met (specify below)			

### B. OPERATION AND MAINTENANCE PLAN

	Above Standard	Meets Standard	Below Standard
1. O&M Plan complete & properly submitted			
2. G/T fee off-set plan submitted in a timely manner			
3. G/T off-set projects completed to standard			
4. Pre- and post-season ops & maintenance performed to standard and in a timely manner			

### C. CUSTOMER SERVICE (this evaluation criteria is related to MM standards)

	Above Standard	Meets Standard	Below Standard
1. Good PR maintained with Forest visitors.			
2. Good comments received from visitors.			
3. Fees & services provided as represented.			
4. Visitor compliance with FS regulations obtained.			

D. MEANINGFUL MEASURES

Health and Cleanliness	Above Standard	Meets Standard	Below Standard
1. Humans free from exposure to human waste.			
2. Water and sewage treatment systems meet w/all state and FS standards.			
3. Garbage does not exceed container capacities.			
4. Garbage containers are animal resistant.			
5. Sites are free of litter & animal refuse.			
6. Graffiti is removed within 48 hours of discovery.			
7. Toilets & garbage locations are free of objectionable odors.			
8. "Pack In/Out" message is posted where used and accumulated trash is removed with in 24 hours of discovery.			
9. All other facilities are kept clean.			
<b>Setting</b>			
1. Effects from recreation use that conflict with environmental laws are analyzed and mitigated			
2. Recreation opportunities and site management are consistent with ROS objectives.			
3. Landscape character at all sites is consistent with Forest scenic integrity objective(s).			
4. Existing vegetation management plan(s) are adhered to and vegetation loss or erosion caused by recreation use is corrected or prevented.			
5. Numbers of people & vehicles is kept below site capacity.			
<b>Safety &amp; Security</b>			
1. Safety inspections completed annually. Documented high risk conditions are corrected prior to use.			
2. High-risk conditions that develop during the season are mitigated, or the site is closed.			
3. Employees have dependable communications.			
4. Activities prohibited under 36 CFR 261.14, sub-part A are dealt with appropriately.			
5. Utility systems meet applicable state and local regulations.			
<b>Responsiveness</b>			
1. Facilities, when signed as accessible, meet guidelines in UAOR: A Design Guide.			
2. All site entrances are well marked, easily found, and visitors feel welcome.			
3. Info boards look fresh, professional, are uncluttered and contain appropriate info. Multi-lingual services are provided as needed.			

Health and Cleanliness	Above Standard	Meets Standard	Below Standard
4. All personnel demonstrate good customer services practices.			
<b>Condition of Facilities</b>			
1. All restrooms are functional and in good repair.			
2. All facilities, including parking and use sites, meet FS design standards and guidelines in UAOR: A Design Guide, per the transition plan.			
3. All structures and facilities meet the INFRA-STRUCTURE definition for good condition.			
4. Signs & bulletin boards are well maintained and meet FS standards.			
5. Roads are treated to control dust.			
6. Vandalism is corrected or mitigated within 1 week of discovery.			

Comments and/or corrective actions pertaining to specific items listed above (for this inspection/appraisal(s) :

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---



---

Have all "Below Standard" items from the previous performance inspection/appraisal(s) been corrected?

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---



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(Continue on a separate sheet of paper if desired)

## Performance Inspection/Appraisal(s)

### Overall Rating System

Nationally, only three performance inspection/appraisal ratings are possible for developed site concession administration. These are: 1) "Above Standard", 2) "Meets Standard" and 3) "Below Standard". These three ratings have been established to provide national consistency and definition for the concession inspection/appraisal rating system. As the Authorized Officer, you may develop additional site-specific rating criteria to assist you in further defining and reaching these three ratings but only these three specific ratings can be used to describe your written rating that is given to the holder, You must also have any additional site-specific rating information presented either as a part of the prospectus or as agreed to with the holder if that criteria is developed after the permit has been authorized.

1. If any Critical Element is rated as "Below Standard", the best possible overall rating is "Below Standard".

With receiving a rating of "Below Standard" for any Critical Element(s), the holder should be given written notice regarding which of the Critical Element(s) did not achieve the "Meets Standard". The

performance concerning the Critical Element(s) has to be corrected immediately. Depending on the Critical Element, the permit may be either immediately suspended (i.e. no insurance policy) or the permit administrator may allow continued use but with that Critical Element not available for public use (i.e. a bad water sample).

2. If more than three non-critical elements are rated "Unacceptable," the best possible overall rating is "Below Standard".

With receiving a rating of "Below Standard" for any non-critical element(s), the holder should be given written notice regarding which of the non-critical element(s) did not achieve the "Meets Standard". The performance for these non-critical elements has to be improved prior to the next rating period, which will be defined by the permit administrator. The holder must be issued a written notice for the Opportunity to Take Corrective Action as stipulated in Section VI (B) of the Special-Use Permit (FS-2700-4h (8-02)) by the Authorized Officer or designated permit administrator. This is the required first step towards any suspension and/or revocation of use for all or portions of the permitted use.

3. If any of the elements are found to exceed "Meets Standard", then you must set the rating at "Above Standard".

The holder's signature denotes that the Forest Service representative has discussed this evaluation/appraisal with the holder or his/her representative. A holder's signature does not necessarily constitute an agreement or acceptance of the rating

Signatures:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Appendix 8: FSM 2342.1, Exhibit 01, Law Enforcement at Concession Campgrounds**

**Forest Service Manual 2342.1** lists the Federal laws and regulations that allow occupancy and use of National Forest System lands by entities other than the FS. Clarification of this policy is provided below.

### **2342.1 - Exhibit 01**

#### **Law Enforcement at Concession Campgrounds**

##### **ROLES AND RESPONSIBILITIES**

1. **Concessionaires.** In responding to violations of Federal, State, and local laws, ordinances, and regulations, concessionaires have the same authority as a private citizen. Concessionaires generally cannot enforce Federal, State, or local laws or regulations, including 36 CFR part 261, Prohibitions on National Forest System lands. Concessionaires should be knowledgeable of applicable Federal, State, and local laws and regulations, including 36 CFR part 261, and should report violations of these laws and regulations to the appropriate law enforcement authorities.

Concessionaires may enhance public safety at concession campgrounds in a number of ways. For example, they may hire a private security firm, hire off-duty State or local law enforcement personnel, or enter into a cooperative agreement with the county for additional patrols.

Under the terms of the campground concession permit, the authorized officer may allow or require a concessionaire to establish certain restrictions on conduct or rules of use. For instance, the concessionaire may establish a rule of use that limits the number of vehicles per campground site, establishes a limit on the length of stay, or prohibits washing food at a water hydrant. The rules of use may be incorporated into the concessionaire's operating plan, and the concessionaire may be held accountable for ensuring compliance under the terms of the special use permit.

Conduct that violates rules of use may also violate Federal, State, or local laws. When such conduct occurs, the concessionaire should report those violations to the appropriate law enforcement authority. For example, violation of a rule of use may constitute a disturbance of the peace in violation of State law or disorderly conduct in violation of Forest Service regulations at 36 CFR 261.4

To minimize confusion between criminally enforceable Federal, State, and local laws and concessionaire-established rules of use, each should be separately posted within the campground.

2. **State and Local Law Enforcement Agencies.** Generally, State and local law enforcement agencies have authority to enforce applicable State and local laws, ordinances, and regulations on National Forest System lands. Under 16 U.S.C. 480, States retain their civil and criminal jurisdiction over persons on the National Forests. Thus, crimes involving persons and their property are generally the primary responsibility of State and local law enforcement authorities.

Where a concessionaire has established rules of use, there is no authority for a State or local law enforcement agency to take enforcement action, unless the conduct giving rise to the violation of a rule of use also constitutes a violation of State or local law.

There is no authority for the Forest Service to allow State and local law enforcement personnel to enforce Federal laws and regulations, including 36 CFR part 261. Some conduct may be prosecuted under Federal or State law because the conduct violates both Federal and State law. However, State and local law enforcement officers may enforce only State and local law.

3. Forest Service. The Forest Service retains all its authorities and responsibilities for enforcing Federal laws and regulations relating to administration of National Forest System lands. The role and responsibilities of the Forest Service do not change simply because the Forest Service has issued a special use permit to a concessionaire. Forest Service personnel should continue to enforce all Federal laws and regulations relating to administration of National Forest System lands within concessionaire-operated campgrounds.

Forest Service personnel should not assume, however, that all laws and regulations applicable to facilities operated by the Forest Service are also applicable to sites operated by concessionaries. For example, as a matter of policy the Forest Service does not interpret failure to pay a camping fee charged by a concessionaire to be a violation of 36 CFR 261.15 because the camping fee charged by the concessionaire is not an admission or recreation use fee for a “site, facility, . . . or service furnished by the United States.” The agency construes “furnished by the United States” to mean “owned and operated” by the United States.” Therefore, the Forest Service would not cite someone for failure to pay a camping fee at a concession campground because the site is operated by a concessionaire, rather than the Forest Service, and the concessionaire, rather than the Forest Service, retains the campground fees.

The regulations at 36 CFR part 261, subpart A, apply at both Forest Service and concessionaire-operated campgrounds. In contrast, orders issued under 36 CFR part 261, subpart B, may or may not apply at concession campgrounds. A subpart B order must clearly state the area to which it applies. 36 CFR 261.50(c)(1). If the order is forest-wide, it applies to all campgrounds, including concession campgrounds, within the forest. Operating plans for concession campground permits should be consistent with any orders that apply. A concessionaire may not allow an activity prohibited by an order. However, a concessionaire’s rule of use may be stricter than an order.

The Regional Forester or Forest Supervisor may exempt concession campgrounds from an order and may want to exempt them to place more responsibility for the site on the concessionaire. Rules of use rather than the order would then govern. This approach is consistent with one of the purposes of the campground concession program, which is to reduce expenditure of limited Forest Service resources in administering developed recreation sites.

When issuing a subpart B order, the Regional Forester or Forest Supervisor should consider whether the order should apply at concession campgrounds.

### **2342.1 - Exhibit 01--Continued**

If concession campgrounds are exempted from a subpart B order, the rules of use established by concessionaires may differ from the restrictions contained in the order that applies elsewhere. For example, the restriction established by an order on the number of vehicles allowed per campsite at a Forest Service-operated campground may differ from the same type of restriction adopted as a rule of use at a concession campground. Forest Service personnel should ensure that they enforce only those subpart B orders that apply to concession campgrounds.

36 CFR part 261, subpart C, regulations should be handled the same way as subpart B orders. Subpart C regulations are issued by the Chief or Regional Forester to prohibit acts or omissions in all or any part of an area over which the Chief or Regional Forester has jurisdiction.

Forest Service law enforcement personnel should cooperate with State and local law enforcement agencies to the extent authorized by Forest Service policy (FSM 5360) and State and Federal law, such as 16 U.S.C. 559g(c), which authorizes acceptance of a law enforcement designation from States, and 16 U.S.C. 553, which authorizes the Forest Service to aid in the enforcement of State laws in certain respects.

Prospectuses and permits for concession campgrounds should clearly describe the respective responsibilities of Forest Service law enforcement personnel, State and local law enforcement authorities, and concessionaires.

#### **SUMMARY**

Crimes involving persons and property are generally violations of State law. State and local law enforcement authorities have jurisdiction to enforce State laws at concession campgrounds. Forest Service personnel have the responsibility to enforce Federal laws and regulations relating to the administration of National Forest System lands. Concessionaires may establish and enforce rules of use that are subordinate to Federal, State, and local laws and regulations. Rules of use are not enforceable by Federal, State, or local law enforcement authorities unless violations or rules of use constitute violations of Federal, State, or local laws.

Concessionaires should contact Federal, State, and local law enforcement authorities to address criminal violations under their respective jurisdictions. Concessionaires may also consider hiring a private security firm or contracting with off-duty State or local law enforcement personnel to address day-to-day public safety concerns at concession campgrounds.

Campground concession prospectuses and permits should clearly describe the respective responsibilities of Forest Service law enforcement personnel, local law enforcement authorities, and concessionaires. In order to minimize visitor confusion between criminally enforceable Federal, State, and local laws and concessionaire-established rules of use, each should be separately posted within a campground.

## **Appendix 9: Sample Annual Operating Plan & Holder MRR Plan**

### **Sample Annual Operating Plan Outline Annual Operating Plan and Holder Maintenance, Reconditioning, or Renovation (MRR) Plan**

This appendix describes the minimum requirements of the holder's Annual Operating Plan and application regarding the operating season, staffing, operations and maintenance services provided, and minimum standards to be met. The Forest Service will use applicant provided information to rate the proposal against the "Proposed Operating Plan" evaluation criteria. The successful applicant's proposal will become a part of his/her Annual Operating Plan.

The holder must meet the additional standards and requirements specified in this section for the recreation sites listed in the prospectus. Applicants are required to propose how they will meet or exceed the minimum standards described in this Appendix (9).

The permit holder, at its expense, will be required to perform holder Maintenance, Reconditioning, or Renovation under a holder MRR plan (FS-2700-4h, clause II.D) The holder MRR plan will describe required holder MRR and its frequency. The holder MRR plan will become part of the permit holders annual operating plan. A sample Holder MRR plan is located after the sample operating plan in this Appendix (9).

**Contact Hern Crane, Recreation Manager, Inyo National Forest, 760-873-2511 for questions.**

## Annual Operating Plan

### Table of Contents

1. Operating Season:
2. Staffing:
  - 2a. Supervision/Management
  - 2b. Personnel
  - 2c. Employee Training
  - 2d. Employee Conduct
  - 2e. Uniforms and Vehicle Identification
3. Customer Service
4. Operations
  - 4a. Water Systems
  - 4b. Interference with Normal Use of Recreation Sites
  - 4c. Standards for Site Facility Cleaning and Maintenance
    - 4c1. All Facilities
    - 4c 2. Toilets
    - 4c 3. Tables
    - 4c 4. Fire Rings and Grills
    - 4c 5. Grounds
    - 4c 6. Roads and Trails
    - 4c 7. Barriers (parking, road, etc.)
    - 4c 8. Water Hydrants
    - 4c 9. Trash Receptacles
    - 4c10. Signs, Bulletin Boards, and Fee Stations
5. Safety
  - 5a. Safety Inspection
  - 5b. High Risk Conditions
  - 5c. Removal of Hazardous Objects
  - 5d. Identification and Removal of Hazardous Trees
6. Signs and Posters
  - 8a. Entrance Sign
  - 8b. Title VI Compliance
7. Holder Advertising
8. Fire Prevention
9. Road and Trail Maintenance
10. Law Enforcement and Security
11. Communication Systems
12. Herbicides and Pesticides
13. Recycling
14. Interpretive Programs
15. Additional Revenue-Producing Sales, Services, and/or Fees

## 1. Operating Season:

The minimum season is: **Wednesday before last Saturday of April until October 31**, as described in the prospectus in IV.C1. Application Package Requirements (Operating Plan).

*Additional times of operation, both full and partial, may be offered.*

## 2. Staffing:

The holder will be responsible for furnishing all personnel, and for adequately training and supervising their activities while performing under the provisions of the permit.

State and Federal laws governing employment, wages, worker safety, etc. must be met. Applicable laws include, but are not limited to, laws governing equal opportunity, civil rights, fair labor standards, minimum wage, Davis-Bacon Wage Rates (for G/T fee off-set), workers' compensation, OSHA regulations, ADA, and immigration laws regarding employment of legal aliens.

### 2a. Supervision/Management:

A representative(s) who will serve as the liaison(s) between the Holder and the Forest Service and have full authority to act on the terms of the special use permit must be designated. There may be more than one designee, each of whom has the authority to act on one or more permit terms (i.e., one person may deal with operations issues, one may deal with maintenance issues, and another may deal with financial issues). The designee(s) names, or the appropriate job title(s), must be included in the proposal.

*Historically, allow one to three employees per campground based on number of campsites.*

*State in the proposal the position title and area(s) of responsibility.*

### 2b. Personnel

*Provide an organization chart showing each position. Provide a narrative description of each position shown on the organization chart including the title of the position, duties, and indicating full or part time employment.*

### 2c. Employee Training

*Describe training to be provided to each position listed on your organization chart.*

### 2d. Employee Conduct

*Provide your company's employee conduct policy.*

### 2e. Uniforms and Vehicle Identification

Employees must wear neat, clean, and professional attire that identifies them as concessionaire employee including a name tag with the concessionaire's identify. The official Forest Service uniform, Forest Service volunteer uniform, and components may not be used.

***Describe in detail attire for all employee positions.***

Vehicles must be clean, quiet, and well maintained with a professional quality sign containing the concessionaire's name displayed on each side of each vehicle used.

***Describe in detail vehicles used.***

### **3. Customer Service:**

Customers and the visiting public will be responded to in a professional manner to contribute towards a safe and enjoyable experience on the National Forest. A customer service comment card system must be provided. The customer service comment card contained in Appendix 7 may be proposed.

***Describe a customer service commitment and provide a comment card system.***

### **4. Operations:**

The Holder will be responsible for all tasks associated with the daily operation and maintenance of the (Mammoth District permit or Mono Lake District permit) area.

#### **4a. Water Systems**

All of the developed sites included in this offering have potable water systems. It is the holder's responsibility to operate and maintain the water systems, and have the capability to turn off and reopen the system for maintenance purposes. The Forest Service will provide instruction on turning off and reopening of the water system.

The holder is responsible for compliance with all applicable Federal, state, and local drinking water laws and regulations for the operation and maintenance of a public water system. This includes the testing and maintenance of all potable water systems in accordance with the state of California department of public health and Forest Service regulations. If current laws and regulations change and it becomes necessary to perform additional or different tests, the holder shall be responsible for compliance and associated costs. (See Forest Service 2700-4h, clause V. B. and FS 2700-4h Appendix F)

***Describe a process to operate, inspect, test, and maintain the water systems addressing the standards described above.***

#### **4b. Interference with Normal Use of Recreation Sites**

Operation, maintenance, and cleaning of grounds and facilities can interfere with the recreational use of the areas by the visiting public.

*Describe measures to limit inconvenience and disruption of use by the public.*

#### **4c. Standards for Site Facility Cleaning and Maintenance**

The holder shall be responsible for meeting the standards listed below when cleaning and maintaining facilities.

*Describe how the following ten items (4c1. – 4c10.) will be identified and accomplished.*

##### **4c1. All Facilities**

Facilities are maintained free of graffiti.

Facilities are clean and well maintained.

Numbers of visitors and vehicles do not exceed site capacity.

A site safety inspection is completed annually, and documented in a format acceptable to the Forest Service. Documented high risk conditions are corrected prior to use.

Utility systems meet applicable state and local regulations.

Facilities, when signed as accessible, meet guidelines in Universal Access to Outdoor Recreation: A Design Guide.

Grass and over hanging brush must be kept trimmed around tables, bulletin boards, water hydrants, barriers, signs, buildings, parking areas, paths, living spaces, tent sites, and other facilities.

##### **4c2. Toilets**

To keep humans from unhealthy exposures to human waste, the waste is removed immediately upon discovery or notification.

All other types of sewage treatment systems must meet state and federal standards.

Toilets are clean and free of objectionable odor.

Restrooms are functional and in good repair.

Walkways and trails shall be kept free of obstructions or excess vegetation.

### **4c3. Tables**

Excessive grass or vegetation shall be trimmed from around the table area.

There should be adequate vegetation, gravel, or other approved material around tables to prevent mud and erosion.

### **4c4. Fire Rings and Grills**

Fire rings shall be free of litter, ashes, and unburned material before used by a new user.

Ashes, charcoal, and unburned wood shall be removed from fire rings and grills when there is less than four (4) inches of free side clearance.

There should be adequate gravel, or other approved material around fire rings to prevent mud and erosion.

Eliminate any rock fire rings or modifications that were not installed or approved by the Forest Service. Remove ashes from unauthorized fire rings and pits. Scatter the rocks and spread soil over these areas, to make them less conspicuous.

### **4c5. Grounds**

Developed sites shall be free of litter and domestic animal waste.

Effects from recreation use that conflict with environmental laws are analyzed and mitigated as needed.

Loss of vegetation and erosion caused by recreation use is prevented and/or corrected in accordance with approved vegetation management plans.

Nails, ropes, wire, etc. will be removed from trees whenever found.

Grass and other ground vegetation shall be trimmed on a regular basis to maintain a comfortable and inviting environment.

### **4c6. Roads and Trails**

Roads within or adjacent to developed sites are treated and maintained to control dust.

Ditches and culverts shall be cleaned and maintained to allow proper drainage.

### **4c7. Barriers (parking, road, etc.)**

Excess vegetation around barriers shall be trimmed to keep the barrier visible.

#### **4c8. Water Hydrants**

Water hydrants meet state and federal standards.

Maintain functional gravel sumps.

Each hydrant must be posted with a sign that says "No washing dishes, bathing, washing hair or hands, or cleaning fish", or a similar message.

#### **4c9. Trash Receptacles**

Garbage does not exceed the capacity of the garbage containers.

Garbage locations are clean and free of objectionable odors.

All trash shall be removed from National Forest lands and disposed of in accordance with all state and local laws and regulations.

#### **4c10. Signs, Bulletin Boards, and Fee Stations**

Information boards look fresh, professional, uncluttered, and contain appropriate current/seasonal information. Multi-lingual information is provided as needed. Signs, bulletin boards, site markers, and fee stations are well maintained, neatly arranged, and meet Forest Service signage standards.

### **5. Safety:**

The safety and health of all persons is of the up most importance.

***Provide a safety and health plan to address both an annual all encompassing safety and health inspection and a continuing safety and health monitoring program, that addresses the following five areas of concern:***

#### **5a. Safety inspections**

An annual all encompassing safety and health inspection will be preformed prior to the high use season. This inspection will document all safety and health problems discovered, note corrective action to be taken, and document completion of corrective actions or mitigating measures. Additionally, continuing attention to will be made to new situations presenting a safety or health concern during the operating season. These discoveries, corrective actions or mitigating measures taken will be documented in writing.

#### **5b. High risk conditions**

High risk conditions may develop, such as but not limited to the following: weather, environmental, and facility conditions; domestic unrest; etc. It is the holder's responsibility to plan for and react responsibly.

### **5c. Removal of hazardous objects**

Safety hazards, such as but not limited to unsafe branches, tripping hazards, unstable walking surfaces, etc. shall be identified and corrected.

### **5d. Identification and removal of hazardous trees**

The holder is responsible for identifying, monitoring, and removing all hazard trees throughout the year, subject to Forest Service review. In addition, hazard inspection will be conducted immediately after any major weather event (i.e., hurricanes, tornados, ice storms). After securing approval from the Forest Service, the permit holder is required to remove hazard trees and associated slash. The Annual Operating Plan will address the appropriate disposal methods. The Forest Service will advise the permit holder, as needed, in regards to hazard tree identification and removal.

Forest Service approval is required prior to cutting or pruning of any trees.

The holder would not typically be responsible for hazard tree removal necessitated by atypical situations, such as a major blow down or a large insect infestation. However, responsibility will be determined on a case by case basis.

All stumps from hazard tree removal shall be flush cut to ground level in order to reduce tripping hazards.

If slash and bucked logs resulting from hazard tree removal are not used by campers within a reasonable length of time, the holder must dispose of it by an approved method.

### **5e. Safety training for employees**

The holder is responsible to provide on-going safety training to ensure a safe work environment and inform and educate their employees about working safely and recognizing unsafe conditions.

## **6. Signs and Posters**

All signs must be maintained in a good condition (neat, clean, not faded or torn). Replacement of standard Forest Service signs is the responsibility of the Forest Service. Homemade signs or posters are not allowed. Additional signs should be reviewed by the authorized officer as to location, design, size, color, and content. Commercial advertising is not allowed.

*Describe proposed signing as it relates to both Holder and Forest Service provided signs.*

### **6a. Entrance sign**

A sign stating that the recreation area is under permit from the U.S. Forest Service and including the name of the permit holder must be posted on the entrance board of all sites. The sign must include contact information for both the permit holder and Forest Service.

## **6b. Title VI compliance**

The holder is required to post and maintain the *And Justice for All* poster and "Welcome To Your National Forests..." poster (Unicor P23-43) as furnished by the Forest Service.

## **7. Holder advertising**

The holder shall accurately represent the accommodations and services provided to the public within the permit area, in all advertisements, signs, brochures, and any other materials. The fact that the permit area is located on the Inyo National Forest shall be made readily apparent in all advertising and signing.

All forms of advertising must contain the following words: "X Company is an equal opportunity provider."

*Describe proposed media for advertising.*

## **8. Fire Prevention**

*Provide a fire prevention plan that addresses, at a minimum:*

- How the applicant will prevent wildfires and structural fires
- Reporting procedures and emergency response, should a fire occur
- Training and experience of employees, relative to fire
- Fire prevention/suppression tools and equipment that will be on-site

## **9. Road and Trail Maintenance**

The holder is responsible for maintaining vehicular and pedestrian access in a safe and passable condition and to Forest Service standards. This responsibility includes, but is not limited to, mowing road shoulders and around parking barriers for visibility; filling chuck holes with asphalt materials on paved surfaces; grading and/or controlling dust on unpaved surfaces; and erosion control through grading, ditching, or use of check dams, regardless of where needed. Grading of gravel surfaced roads averages \_\_\_ times per year. Culverts must be kept free of debris.

*Describe a road maintenance schedule to accomplish these needs.*

## **10. Law enforcement and security**

Forest Service, state, and local law enforcement and the holder each have enforcement roles at concession recreation sites. In the prospectus, Section II: Forest Service Concession Programs and

Policies clarifies the law enforcement authorities and responsibilities at concession operated recreation sites (FSM ID 2340-96-1).

***Describe how law enforcement, security and rules of use will be imposed at the recreation sites.***

## **11. Communication Systems**

The holder is required to provide a means of communication (e.g., two-way radios, cellular phones, etc.) between all employees, the Forest Service, the National Recreation Reservation System, and emergency response agencies. The use of radio frequencies and equipment owned by the Forest Service will not be authorized.

***Describe how communications will be complete, timely, and accurate between all affected interests.***

## **12. Herbicides and Pesticides**

Herbicides and pesticides may not be used without prior written approval from the Forest Service. A request for approval of planned uses of pesticides shall be submitted annually by the holder on the due date established by the authorized officer. Any request for use shall cover a 12-month period of planned use, beginning 3 months after the reporting date. Only those materials registered by the U.S. Environmental Protection Agency for the specific purpose planned shall be considered for use on National Forest System lands (refer to FS-2700-4h, V.D).

***Describe intentions to use specific products.***

## **13. Recycling**

Recycling of all materials is encouraged.

***Describe a recycling program to include types of materials, receptacles, handling, removal, etc.***

***Describe how boating safety will be accomplished.***

## **14. Interpretive programs (optional service)**

Interpretive presentations may address natural and cultural resources, fisheries and wildlife, fire management, water resources, or other topics relative to the National Forest and its management. Interpretive services can take the form of campfire programs, guided walks, brochures, children's activities, displays, or other similar items.

The holder has discretion whether to charge or not for interpretive programs they provide. The holder may subcontract the provision of interpretive services with other organizations such as museums, historic societies and may charge the public to cover any expense incurred.

The FS retains the right to present programs at any campground or other recreation site on the National Forest, subject to coordination with the holder to avoid conflict with other scheduled activities.

***Describe a proposed interpretive services plan to include frequency, content and objectives of the programs, who will give the programs and their qualifications, if the public is charged-how much and fee basis.***

**15. Additional revenue-producing sales, services, and/or fees**

***Describe and list all additional revenue-producing sales services or fees you propose to provide.***

The following is a list of approved sales:

- ❖ sale of firewood
- ❖ guided interpretive tours and programs

## SAMPLE HOLDER MRR PLAN

Applicants should include their proposed holder maintenance, reconditioning and renovation plan in their operating plan of their application package. Following this type of holder maintenance schedule should prove useful to the holder in order to meet performance evaluation criteria and minimum standards. NOTE: The holder maintenance tasks listed below is an all inclusive list of the tasks needed to maintain and recondition a recreation site. These maintenance requirements will be included in the Annual Operating Plan. Standards for these requirements will be provided by the FS.

### ALL DEVELOPED SITES

MAINTENANCE ITEM	FREQUENCY	REMARKS
Pick up litter within site boundaries	Daily	Remove all litter observed on the grounds. Particular attention shall be given to the removal of all observed glass, bottles, cans and similar objects that might cause injury to site visitors. Do not perform litter removal in an occupied campsite. Pick up litter in and around streams running through or adjacent to sites.
Paint entrance signs, shields and frames	Prior to July 1st, annually	Forest Service approved materials; frames may have to be watersealed instead of painted
Remove graffiti,	As needed	Remove graffiti within 48 hours of discovery or notification
All ground steel/concrete firepits will be maintained in good condition	Prior to opening, annually	Concrete firepits will have smooth finish with minor surface exfoliation or cracking evident. Internal grill will be securely fastened
Patch rodent and bird holes in wood restrooms, repair/replace screens	As needed, prior to opening, annually	Forest Service approved materials and standards
Maintain all posters in like-new condition on bulletin boards	Prior to opening and as needed during season	Posters will not be curled, 'dog-eared', rippled or faded; temporary or press-on signs will be in good condition and professional in appearance; permittee will be responsible for providing posters; Forest Service will provide source; posters will be uniformly spaced on the bulletin boards, not grouped in one corner
Return all displaced picnic tables to appropriate locations at all locations, anchor if necessary	Prior to July 1, and within 1 week of observed	After securing approval by authorized FS personnel, picnic tables will be cabled or chained in place by the leg or brace. Cables or chains will be of sufficient size to require a bolt cutter or similar tool for cutting. The cable or chain will be connected to a buried anchor that may be concrete, block or steel post or like material. No wood anchors shall be used. Anchors will be placed so they are not a tripping hazard or otherwise cause injury; tables will have all 4 legs in contact with the ground; no legs will be propped up with rocks or other objects
Raise picnic tables that have sunken into ground due to snow load	Prior to OPENING, annually	All tables seating should be at appropriate height
All campsite markers will be straight with numbers clearly visible from roadway	Prior to July 1, annually; within 1 week of observance	Forest Service standards; Carsonite posts with reflectorized letters or numbers, or equivalent; posts and lettering will be in good physical condition

<b>MAINTENANCE ITEM</b>	<b>FREQUENCY</b>	<b>REMARKS</b>
Replace all metal signs (particularly, 'No Parking') when they fade	Prior to opening, annually ; within 1 week of observance	All metal signs shall be legible and clearly visible at all times. The signs will be replaced when sunlight or other environmental factors has caused the numbers or letterings to appear weathered, discolored or bleached.
Maintain recycling programs for aluminum, plastic and glass in each designated facility for entire use season	From opening date	Forest Service standards; recycling facility area will be clearly identified with an upright sign and each bin or can will be clearly marked for recycling; bins and cans will be emptied before overflowing; facilities will be located in high traffic pattern areas to encourage use.
Wash all non-contract garbage cans	Prior to opening and when needed	Forest Service standards
Remove hazard trees	Prior to opening and as needed during season	Forest Service standards and guidelines as defined in the Inyo NF Hazard Reduction Policy, which will be made a part of the operation plan
Rake around fireplaces and pedestal barbecues	Prior to opening	Rake needles away from all fire units for 5 feet in all directions
Clean out inlets, outlets and inside of culvert pipes	At end of season, and prior to opening, if needed	Forest Service standards; material removed will be placed in an area outside the stream environment zone.
Sweep all areas of roads, parking lots and paved camp spurs	Prior to opening; remove all cones, branches and debris during season	Forest Service standards; material will not be piled; material will be scattered; cones and limbs will be kept off roadways and walkways for public safety
Cut back all vegetation sufficient to permit visibility to vehicles on roadway and allow vehicles use of the entire road	Prior to opening and as needed during season	All shrubs, limbs and brush will be trimmed back to a distance no less than six inches (6') from the edge of all roadways and spurs.
Maintain all restroom doors in operating condition	Paint 1/2 of all restroom doors at each facility each year, on a rotating basis; repair or replace parts as needed	Interior and exterior of entry door; Forest Service standards and approved materials; surfaces to be painted shall be free of dust, dirt, scale or any other substance which may interfere with the adhesion of the specified coat; this may require sanding and smoothing; Forest Service approved paint at full strength; must be able to close and lock doors at all times; facilities shall not be out of service longer than 5 days
Maintain restroom skylights and Plexiglas roofs	Prior to opening; throughout season	Remove any pine needles, debris, rocks or light blocking material; care must be taken to avoid scratching surface when material is removed; paint overspray shall be removed

<b>MAINTENANCE ITEM</b>	<b>FREQUENCY</b>	<b>REMARKS</b>
Maintain restroom roofs	Prior to opening; as needed during season	Make sure pine needles are removed before season starts, and buildups do not occur during season To prevent structural damage; buildings must be leak proof at all times.
Replace burned-out lights at all facilities and restrooms	Within 2 days of burning out	Replacement lights will be within fixture tolerances and Forest Service standards
Pump toilet vaults when ¾ full	As needed, end of season	Vaults may need to be pumped at end and beginning of season due to accumulation of water from snowmelt
Paint interior and exterior of restroom buildings, touch up paint when necessary	Rotating basis. Each building painted once every 3 years	Interior and Exterior; Forest Service standards and approved materials; surfaces to be painted shall be free of dust, dirt, scale or any other substance which may interfere with the adhesion of the specified coat; this may require sanding and smoothing; Forest Service approved paint at full strength
Paint trash bins, food lockers, recycling centers, and gates	As needed	Forest Service Standards and approved materials; surfaces to be painted shall be free of dust, dirt, scale or any other substance which may interfere with the adhesion of the specified coat; this may require sanding and smoothing; Forest Service approved paint at full strength
Paint roadway signs and arrows	Prior to July 1, annually	All symbols shall be in conformance with the 'Standard Alphabets for Highway Signs and Pavement Markings' available from the Federal Highway Administration (ref. Manual on Uniform Traffic Control Devices). Arrows shall be 12' wide at the base; the wings shall extend 10' from the outside edge of the base at a point 24' up from the bottom of the base; and the arrow portion shall extend 24' from the point where the wings start. A high pressure air hose shall be used to clean the pavement immediately prior to painting. An approved white traffic paint shall be used to paint signs and arrows.
Paint wood picnic tables	Rotating basis. Each table painted once every 3 years	Forest Service Standards and approved materials; surfaces to be painted shall be free of dust, dirt, scale or any other substance which may interfere with the adhesion of the specified coat; this may require sanding and smoothing; Forest Service approved paint at full strength

## Appendix 10: Sample Special Use Permit, Form 2700-4h, Campground and Related Granger-Thye Concessions

Authorization ID: #AUTH\_ID#  
Contact ID: #HOLDER\_ID#  
Use Code: #USE\_CODE#  
Expiration Date: #EXPIRATION\_DATE#

FS-2700-4h (03/06)  
OMB No. 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE**  
**Forest Service**  
**SPECIAL USE PERMIT FOR**  
**CAMPGROUND AND RELATED GRANGER-THYE CONCESSIONS**  
**Authority: Section 7 of the Granger-Thye Act, 16 U.S.C. 580d**  
**(Ref. FSM 2710)**

#HOLDER\_NAME#, #HOLDER\_ADD\_LINE\_1#, #HOLDER\_ADD\_LINE\_2#, #HOLDER\_ADD\_LINE\_3#,  
#HOLDER\_CITY#, #HOLDER\_STATE# #HOLDER\_ZIP#  
#HOLDER\_NAME# (the holder) is hereby authorized to use and occupy National Forest System lands, subject to  
the conditions below, on the National Forest.  
#PURPOSE#

### FACILITY LEGAL DESCRIPTION ACRES DISTRICTS

THIS permit covers #USE\_ACRES# acres or #USE\_MILES# miles, which are described above and are as shown  
on the location map attached to and made a part of this permit. The above described area shall be referred to  
herein as the permit area.

THIS permit is issued for the purpose of operating and maintaining a Forest Service developed recreation site(s) as  
provided herein and in the attached annual operating plan (Appendix A), annual Granger-Thye fee offset  
agreement (Appendix B), holder maintenance and reconditioning plan (Appendix C), recreation site maps  
(Appendix D), facility and improvement inventory (Appendix E), and "Operation of Federally Owned Drinking Water  
Systems" (Appendix F) **<Add any other appendices as needed or delete highlighted text>**, all of which are  
hereby made a part of this permit.

### **I. AUTHORITY AND GENERAL TERMS OF THE PERMIT**

**A. AUTHORITY.** This permit is issued under Section 7 of the Granger-Thye Act, 16 U.S.C. 580d, and 36 CFR Part  
251, Subpart B, as amended, and is subject to their provisions.

**B. AUTHORIZED OFFICER.** The authorized officer is the Forest Supervisor who issued this permit or a delegated  
subordinate officer.

**C. TERM.** This permit shall expire at midnight on December 31, 2014, years from the date of issuance, provided  
that the permit term may be extended up to 5 years by amendment at the sole discretion of the authorized officer  
based on sustained satisfactory performance or administrative need. Expiration of this permit shall not require  
notice, a decision document, or any environmental analysis or other documentation.

**D. RENEWAL.** This permit is not renewable. After it expires, continuation of the type of use and occupancy  
authorized by this permit shall be at the sole discretion of the authorized officer. After expiration, issuance of a new  
permit for the type of use and occupancy authorized by this permit shall be subject to competition.

**E. AMENDMENT.** This permit may be amended in whole or in part by the Forest Service when at the discretion of  
the authorized officer such action is deemed necessary or desirable to incorporate new terms that may be required  
by law, regulation, forest land and resource management plans, or other management decisions.

**F. COMPLIANCE WITH LAWS, REGULATIONS, AND OTHER LEGAL REQUIREMENTS.** In exercising the rights and privileges granted by this permit, the holder shall comply with all present and future federal laws and regulations and all present and future state, county, and municipal laws, regulations, and other legal requirements that apply to the permit area, to the extent they do not conflict with federal law, regulation, or policy. The Forest Service assumes no responsibility for enforcing laws, regulations, and other legal requirements that fall under the jurisdiction of other governmental entities.

**G. NON-EXCLUSIVE USE.** The use and occupancy authorized by this permit is not exclusive. The Forest Service reserves a continuing right of access to the permit area, including a continuing right of physical entry to the permit area for inspection, monitoring, or any other purpose consistent with any right or obligation of the United States under any law or regulation. The Forest Service reserves the right to allow others to use the permit area in any way that is not inconsistent with the holder's rights and privileges under this permit, after consultation with all parties involved. Except for any restrictions that the holder and the authorized officer agree are necessary to protect the installation and operation of authorized structures and developments, the lands and waters covered by this permit shall remain open to the public for all lawful purposes. To facilitate public use of this area, all existing roads shall remain open to the public, except for roads that may be closed by joint agreement of the holder and the authorized officer.

#### **H. CHANGE IN CONTROL**

**1. Notification.** The holder shall notify the authorized officer when a change in control of the business entity that holds this permit is contemplated. If the holder is a corporation, change in control means the sale or transfer of a controlling interest in the corporation. If the holder is a partnership or a limited liability company, change in control means the sale or transfer of a controlling interest in the partnership or limited liability company. If the holder is an individual, change in control means the sale or transfer of the business to another party.

**2. Termination.** This permit is not transferable. Any change in control of the business entity as defined in clause I.H.1 shall cause this permit to terminate upon issuance of a new permit to another party for the use and occupancy authorized by this permit. The party who acquires control of the business entity must submit an application for a permit for the type of use and occupancy authorized by this permit. Issuance of a new permit to the party acquiring control shall be at the sole discretion of the authorized officer. The authorized officer shall determine that the applicant meets requirements under federal regulations. If a new permit is issued to the party acquiring control, the term shall be for no more than the balance of the term of this permit. Once the permit issued to the party acquiring control expires, issuance of a new permit for the type of use and occupancy authorized by this permit shall be subject to competition.

**I. LIMITATIONS.** Nothing in this permit gives or implies permission to build or maintain any structure or facility or to conduct any activity, unless specifically provided for in this permit. Any use not specifically identified in this permit must be approved by the authorized officer through a new permit or a permit amendment.

#### **II. OPERATIONS, MAINTENANCE, AND RECONDITIONING**

##### **A. ANNUAL OPERATING PLAN**

**1.** The holder or his/her designated representative shall prepare and annually revise by an annual operating plan. The annual operating plan shall be prepared in consultation with the authorized officer or his/her designated representative and shall cover all operations authorized by this permit, regardless of season. The annual operating plan shall be submitted by the holder and approved by the authorized officer or his/her designated representative prior to the operating season.

**2.** The annual operating plan shall specify the operational requirements governing the sites covered by this permit. At a minimum, the annual operating plan shall enumerate the minimum operating seasons; how the holder will provide services to the public; protect public health and safety and the environment; and repair, maintain, or enhance the function of the improvements covered by this permit. The annual operating plan shall contain standards and sufficient detail to enable the Forest Service to monitor operations for compliance.

**3.** The holder shall perform a condition survey of the water system each year before it is opened. The holder shall prepare a brief written report that notes all deficiencies that may render compliance with Appendix F of this permit (Operation of Federally Owned Drinking Water Systems) and other applicable regulatory requirements infeasible. The condition survey report shall also include a detailed description of all water system deficiencies and/or repair work which the holder has identified as requiring corrective action in order for the system to be in compliance with Appendix F of this permit and applicable Federal and State safe drinking water regulation. If repair work is necessary, a repair plan shall be attached to the condition survey report. The repair plan shall identify all water system components requiring repair, estimated costs for repair and the approximate time schedule to complete the repair. The report shall be sent to the authorized officer at least two weeks prior to opening the system for the season. All deficiencies shall be corrected to the satisfaction of the Forest Service prior to opening the system. Corrections and the date they were made shall be recorded in the condition survey. If the system operates throughout the year, the condition survey shall be submitted to the Forest Service by January 15 each year.

**B. MINIMUM USE AND OCCUPANCY.** Use and occupancy of the permit area shall be exercised at least days each year, unless otherwise authorized in writing under additional terms of this permit.

**C. GRANGER-THYE FEE OFFSET AGREEMENT.** Government maintenance and reconditioning projects shall be performed in accordance with an annual Granger-Thye fee offset agreement as provided in clause IV.E.2 of this permit.

**D. HOLDER MAINTENANCE, RECONDITIONING OR RENOVATION PLAN.** The holder at its expense shall perform holder maintenance, reconditioning, or renovation as defined in clause IV.E.1(d) of this permit under a holder maintenance, reconditioning, or renovation plan approved by the Forest Service. The holder maintenance, reconditioning, or renovation plan shall describe required holder maintenance, reconditioning, or renovation responsibilities and their frequency. The work performed under this plan shall not be subject to fee offset under clause IV.E.

The holder shall maintain all equipment and other facilities on site in good repair and free of leakage of lubricants, fuel, coolants, and hydraulic fluid. The holder shall properly dispose of all hazardous waste- contaminated soil, vegetation, debris; vehicle oil filters (drained of free-flowing oil); oily rags; and waste oil in accordance with local, State, and Federal regulations off of Government property and shall transport such substances, or arrange to have such substances transported in accordance with State and Federal regulations.

**E. ALTERATION OF GOVERNMENT IMPROVEMENTS.** If during the term of this permit any government-owned improvements are altered in any way, the material, equipment, fixtures or other appurtenances that are affixed to or made a part of those improvements in connection with the alteration shall become the property of the United States, regardless of whether the work is performed by the holder or any other party. The holder shall not be entitled to any compensation for that property, other than to the extent it qualifies for fee offset under clause IV.E.

**F. RESPONSIBILITY FOR DAY-TO-DAY ACTIVITIES.** As a general rule, the holder shall conduct the day-to-day activities authorized by this permit. Some but not all of these activities may be conducted by a party other than the holder, but only with prior written approval of the authorized officer. The holder shall continue to be responsible for compliance with all the terms of this permit.

**G. REMOVAL AND PLANTING OF VEGETATION.** This permit does not authorize the cutting of timber or other vegetation. Trees or shrubbery may be removed or destroyed only after the authorized officer or his/her designated agent has approved and marked what may be removed or destroyed. Timber cut or destroyed shall be paid for at current stumpage rates for similar timber in the National Forest. The Forest Service reserves the right to dispose of the merchantable timber to those other than the holder at no stumpage cost to the holder. Unmerchantable material shall be disposed of as directed by the authorized officer. Trees, shrubs, and other plants may be planted in the permit area as approved by the authorized officer.

**H. SIGNS.** Signs or other advertising posted on National Forest System lands shall be subject to prior written approval of the authorized officer as to location, design, size, color, and content. Erected signs shall be maintained to standards determined by the Forest Service.

**I. NONDISCRIMINATION.**

1. The holder and its employees shall not discriminate against any person on the basis of race, color, sex (in educational activities), national origin, age, or disability or by curtailing or refusing to furnish accommodations, facilities, services, or use privileges offered to the public generally. In addition, the holder and its employees shall comply with the provisions of Title VI of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and the Age Discrimination Act of 1975, as amended.

2. The holder shall include and require compliance with the above nondiscrimination provisions in any third- party agreement made with respect to the operations authorized under this permit.

3. Signs setting forth this policy of nondiscrimination to be furnished by the Forest Service shall be conspicuously displayed at the public entrance to the premises, and at other exterior or interior locations as directed by the Forest Service.

4. The Forest Service shall have the right to enforce the foregoing nondiscrimination provisions by suit for specific performance or by any other available remedy under the laws of the United States or the State in which the violation occurs.

**J. EQUAL ACCESS TO FEDERAL PROGRAMS.** In addition to the above nondiscrimination policy, the holder agrees to insure that its programs and activities are open to the general public on an equal basis and without regard to any non-merit factor.

**K. NATIONAL RECREATION RESERVATION SERVICE (NRRS).** The NRRS is the only authorized reservation service to be utilized by the holder. No other reservation service of any kind may be used by the holder. Operational procedures for the NRRS will be developed and placed in the annual operating plan.

### **III. RIGHTS AND LIABILITIES**

**A. LEGAL EFFECT OF THE PERMIT.** This permit is revocable and terminable. It is not real property, does not convey any interest in real property, and may not be used as collateral for a loan.

**B. THIRD-PARTY RIGHTS.** This permit is subject to all valid rights and claims of third parties. The United States is not liable to the holder for the exercise of any such right or claim.

**C. ABSENCE OF THIRD-PARTY BENEFICIARY RIGHTS.** The parties to this permit do not intend to confer any rights on any third party as a beneficiary under this permit, including any party who has responsibility for any day-to-day activities authorized by this permit, if approved by the authorized officer under clause II.F.

**D. WATER RIGHTS.** This permit does not confer any water rights on the holder. Water rights must be acquired under state law. Upon revocation or termination of this permit, the holder shall transfer any water rights associated with the use and occupancy authorized by this permit to the succeeding permit holder. If there is no succeeding permit holder, the holder shall relinquish those water rights to the Forest Service.

**E. RISKS.** The holder assumes all risk of the authorized improvements. Loss to the authorized improvements may result from but is not limited to theft, vandalism, fire and any fire-fighting activities (including prescribed burns), avalanches, rising waters, winds, falling limbs or trees, and acts of God. If the authorized improvements are destroyed or substantially damaged, the authorized officer shall conduct an analysis to determine whether the improvements can be safely occupied in the future and whether rebuilding should be allowed. If rebuilding is not allowed, this permit shall terminate.

**F. DAMAGE TO UNITED STATES PROPERTY.** The holder has an affirmative duty to protect from damage the land, property, and other interests of the United States. Damage includes but is not limited to fire suppression costs, damage to government-owned improvements covered by this permit, and all costs and damages associated with or resulting from the release or threatened release of a hazardous material occurring during or as a result of activities of the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees on, or related to, the lands, property, and other interests covered by this permit. For purposes of clauses III.F, III.I, and V, "hazardous material" shall mean any hazardous substance, pollutant, contaminant, hazardous waste, oil, and/or petroleum product, as those terms are defined under any federal, state, or local law or regulation.

1. The holder shall avoid damaging or contaminating the environment, including but not limited to the soil, vegetation (such as trees, shrubs, and grass), surface water, and groundwater, during the holder's use and occupancy of the site. If the environment or any government property covered by this permit becomes damaged during the holder's use and occupancy of the site, the holder shall immediately repair the damage or replace the damaged items to the satisfaction of the authorized officer and at no expense to the United States.

2. The holder shall indemnify the United States for any damages arising out of the use and occupancy authorized by this permit, including damage to government-owned improvements covered by this permit. The holder shall be liable for all injury, loss, or damage, including fire suppression, or other costs in connection with rehabilitation or restoration of natural resources associated with the use and occupancy authorized by this permit. Compensation shall include but not be limited to the value of resources damaged or destroyed, the costs of restoration, cleanup, or other mitigation, fire suppression or other types of abatement costs, and all administrative, legal (including attorney's fees), and other costs in connection therewith.

3. With respect to roads, the holder shall be liable for damage to all roads and trails of the United States open to public use caused by use of the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees to the same extent as provided under clause III.F.1, except that liability shall not include reasonable and ordinary wear and tear.

**G. HEALTH, SAFETY, AND ENVIRONMENTAL PROTECTION.** The holder shall take all measures necessary to protect the environment, natural resources, and the health and safety of all persons affected by the use and occupancy authorized by this permit. The holder shall promptly abate as completely as possible and in compliance with all applicable laws and regulations any physical or mechanical procedure, activity, event, or condition existing or occurring before, during the term of this permit or existing or occurring after the term of this permit and arising out of or relating to any activity, event, or condition existing or occurring during the term of this permit that causes or

threatens to cause: a hazard to the safety of workers or to public health or safety; or, harm to the environment (including but not limited to areas of vegetation or timber, fish or other wildlife populations, their habitats, or any other natural resources). The holder shall immediately notify the authorized officer of all serious accidents that occur in connection with such activities. The responsibility to protect the health and safety of all persons affected by the use and occupancy authorized by this permit is solely that of the holder. The Forest Service has no duty under the terms of this permit to inspect the permit area or operations and activities of the holder for hazardous conditions or compliance with health and safety standards.

**H. INDEMNIFICATION OF THE UNITED STATES.** The holder shall indemnify, defend, and hold the United States harmless for any costs, damages, claims, liabilities, and judgments arising from past, present, and future acts or omissions of the holder in connection with the use and occupancy authorized by this permit. This indemnification and hold harmless provision includes but is not limited to acts and omissions of the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees in connection with the use and occupancy authorized by this permit which result in: (1) violations of any laws and regulations which are now or which may in the future become applicable, and including but not limited to those environmental laws listed in clause V.A of this permit; (2) judgments, claims, demands, penalties, or fees assessed against the United States; (3) costs, expenses, and damages incurred by the United States; or (4) the release or threatened release of any solid waste, hazardous waste, hazardous substance, pollutant, contaminant, oil in any form, or petroleum product into the environment. The authorized officer may prescribe terms that allow the holder to replace, repair, restore, or otherwise undertake necessary curative actions to mitigate damages in addition to or as an alternative to monetary indemnification.

#### **USER NOTES FOR CLAUSE III.I**

**Select the appropriate clause III.I below, in accordance with the type of insurance and holder.**

**Selection Item 1: For policies with separate limits of coverage for personal injury or death and third party property damage, use the following clauses III.I, III.I.1, and III.I.2.**

**I. INSURANCE.** The holder shall furnish proof of insurance, such as a certificate of insurance, to the authorized officer prior to issuance of this permit and each year thereafter that this permit is in effect. The Forest Service reserves the right to review and approve the insurance policy prior to issuance. The holder shall send an authenticated copy of any insurance policy obtained pursuant to this clause to the Forest Service immediately upon issuance of the policy. Any insurance policies obtained by the holder pursuant to this clause shall name the United States as an additional insured, and the additional insured provision shall provide for insurance coverage for the United States as required under this clause. Such policies shall also specify that the insurance company shall give 30 days' prior written notice to the Forest Service of cancellation of or any modification to the policies. Minimum amounts of coverage and other insurance requirements are subject to change at the sole discretion of the authorized officer on the anniversary date of this permit.

**1. Liability.** The holder shall have in force liability insurance covering losses associated with the use and occupancy authorized by this permit arising from personal injury or death and third-party property damage in the minimum amount of:

\$ for injury or death to one person,

\$ for injury or death to more than one person, and

\$ for third-party property damage.

**2. Property.** The holder shall have in force property insurance for in the minimum amount of which represents of the insured property. The types of loss to be covered by this clause shall include but not be limited to damage to Government-owned improvements identified herein. At the sole discretion of the authorized officer, the Forest Service may require the holder to use all proceeds from property damage insurance policies to repair, rebuild, restore, or replace damaged government property covered by the policy, or may obtain payment of those proceeds from the concessionaire or the insurance company.

Depending on the holder's operations, the Forest Service may require the holder to demonstrate the availability of funds to address any release or threatened release of hazardous materials that may occur in connection with the holder's use and occupancy. Any requirements imposed would be established on a case-by-case basis by the authorized officer based on the degree of environmental risk from the holder's operations. The use and storage of normal campground maintenance items in nominal amounts would generally not trigger financial assurance requirements.

**Selection Item 2: For policies with combined single limits of coverage for personal injury or death and third-party property damage, use the following clauses III.I, III.I.1, and III.I.2.**

**If the prospective holder is a state or one of its political subdivisions that has statutory or constitutional authorities limiting its liability or obligation to indemnify, the authorized officer shall prepare a risk assessment to determine the potential for loss to the United States from personal injury, death, or property damage caused by the prospective holder's use and occupancy. If the authorized officer determines based on the risk assessment that the potential for personal injury, death, or property damage caused by the prospective holder's use and occupancy exceeds the limitations on the liability or indemnification obligation of the state or its political subdivision, the prospective holder shall, as a precondition to**

**issuance of this permit, procure insurance under the terms of clause III.I of this permit in the amount determined in the risk assessment that exceeds the liability or indemnification limitation of the state or its political subdivision.**

**I. INSURANCE.** The holder shall furnish proof of insurance, such as a certificate of insurance, to the authorized officer prior to issuance of this permit and each year thereafter that this permit is in effect. The Forest Service reserves the right to review and approve the insurance policy prior to issuance. The holder shall send an authenticated copy of any insurance policy obtained pursuant to this clause to the Forest Service immediately upon issuance of the policy. Any insurance policies obtained by the holder pursuant to this clause shall name the United States as an additional insured, and the additional insured provision shall provide for insurance coverage for the United States as required under this clause. Such policies shall also specify that the insurance company shall give 30 days' prior written notice to the Forest Service of cancellation of or any modification to the policies. Minimum amounts of coverage and other insurance requirements are subject to change at the sole discretion of the authorized officer on the anniversary date of this permit.

**1. Liability.** The holder shall have in force liability insurance covering losses associated with the use and occupancy authorized by this permit arising from personal injury or death and third-party property damage in the minimum amount of \$ #LIAB\_INS\_AMOUNT# as a combined single limit per occurrence.

**2. Property.** The holder shall have in force property insurance for in the minimum amount of which represents of the insured property. The types of loss to be covered by this clause shall include but not be limited damage to Government-owned improvements identified herein. At the sole discretion of the authorized officer, the Forest Service may require the holder to use all proceeds from property damage insurance policies to repair, rebuild, restore, or replace damaged government property covered by the policy, or may obtain payment of those proceeds from the concessionaire or the insurance company.

Depending on the holder's operations, the Forest Service may require the holder to demonstrate the availability of funds to address any release or threatened release of hazardous materials that may occur in connection with the holder's use and occupancy. Any requirements imposed would be established on a case-by-case basis by the authorized officer based on the degree of environmental risk from the holder's operations. The use and storage of normal campground maintenance items in nominal amounts would generally not trigger financial assurance requirements.

**Selection Item 3. If the prospective holder is a federal agency, use the following clause III.I.**

**I. DAMAGE TO NATIONAL FOREST INTERESTS, PROPERTY, OR RESOURCES.** As an agency of the United States, the holder is limited by federal law as to the assumption of liability for its acts or omissions. The holder agrees, within its legal limitations and limitations of appropriations, to be responsible for all damages arising from injury to persons or property associated with the use and occupancy authorized by this permit. The holder further agrees, to the extent legally permissible, to use its appropriations and resources as required to pay any claims and to repair damage to the land within the permit area. This provision is intended to shield the appropriations of the Forest Service from any burdens, other than administrative costs, which may arise in connection with the use and occupancy authorized by this permit.

**J. PERFORMANCE BOND.** The authorized officer may at any time during the term of this permit require the holder to furnish a bond or other security to secure any or all of the obligations imposed by the terms of this permit or any applicable law, regulation, or order. The following terms shall apply if a bond is required.

**1. Amount and Form of Bonding.** As a further guarantee of compliance with the terms of this permit, the holder agrees to deliver and maintain a surety bond or other acceptable security in the amount of #PERF\_BOND\_AMOUNT#. In lieu of a bond, the holder may deposit and maintain in a federal depository cash in the foregoing amount or negotiable securities of the United States having a market value at the time of deposit of at least the foregoing dollar amount.

**2. Sufficiency of Bonding.** The authorized officer may periodically evaluate the adequacy of the bond and increase or decrease the amount as appropriate. Should the bond or other security delivered under this permit become unsatisfactory to the Forest Service, the holder shall within 30 days of demand furnish a new bond or other security issued by a surety that is solvent and satisfactory to the Forest Service.

**3. Remedies.** The bond shall provide that at the Forest Service's sole discretion the surety shall pay the United States for any loss covered by the bond or, in the event of complete default under the permit, shall pay a third party to operate the concession for the balance of the permit term. The bond shall also provide that selection of a third party to operate the site is subject to Forest Service approval. If the holder fails to meet any of the requirements secured under this clause, the Forest Service has the discretion to require the surety to pay the United States for any loss covered by the bond or, in the event of complete default under the permit, to pay a third party to operate the concession for the balance of the permit term, without prejudice to any other rights and remedies of the United States.

**K. SANITATION.** The operation and maintenance of all sanitation and food service systems and facilities shall comply with applicable standards set by state and local health departments.

**L. REFUSE DISPOSAL.** The holder shall comply with all applicable federal, state, and local requirements related to disposal of any refuse resulting from the use and occupancy authorized by this permit.

**IV. PERMIT FEES AND ACCOUNTING RECORDS**

**A. PERMIT FEES.** The holder shall pay to the USDA, Forest Service, an annual permit fee for the term of this permit based on the fair market value of the use and occupancy authorized by this permit of percent of adjusted gross revenue as defined in clause IV.B. The minimum annual permit fee for the authorized use and occupancy shall be . If the percentage of gross revenue in a given year is less than the minimum annual permit fee, the holder shall pay the minimum annual permit fee. The holder shall pay the permit fee in advance of the authorized use and occupancy, as provided in clause IV.C. Payments due before commercial operations commence pursuant to clause IV.C.1 are not refundable, except to the extent they are subject to fee offset under clause IV.C.3 and IV.E. The Forest Service may adjust the minimum permit fee every five years from the due date of the first annual payment to make the annual permit fee commensurate with the fair market value of the authorized use and occupancy.

**B. DEFINITIONS**

**1. Adjusted Gross Revenue.** Gross revenue plus applicable revenue additions, minus applicable revenue exclusions.

**2. Gross Revenue.** The total amount of receipts from the sale of goods or services provided by the holder or third party under the permit.

**3. Revenue Additions.** The following are added to gross revenue:

- (a) The value of goods and services that are donated or bartered; and
- (b) The value of gratuities, which are goods, services, or privileges that are not available to the general public.

**4. Revenue Exclusions.** The following are excluded from gross revenue:

- (a) Amounts paid or payable to a state licensing authority.
- (b) Revenue from the sale of operating equipment and from capitalized or other assets used in authorized operations.
- (c) Refunds of use fees provided to the public by the holder.

**C. PAYMENT SCHEDULE**

**1. Initial Payment.** An initial cash payment representing the portion of the estimated annual permit fee for one month of revenue during the operating season (but not less than \$1,500, unless the total permit fee is less than \$1,500) shall be paid in advance of use each year. This payment is not refundable except to the extent that all or part of the initial cash payment may be offset by the cost of work performed pursuant to a Granger-Thye fee offset agreement as provided in clauses IV.C.3 and IV.E.2.

**USER NOTES FOR CLAUSE IV.C.2**

**Select one of the following two clauses based on the total estimated annual permit fee.**

**Selection Item 1: Select the following clause where the estimated annual permit fee is less than \$10,000. Revise the payment due dates if the operating season is other than mid-May to mid-September. However, payments must be made at least quarterly. Each payment is due in advance of use.**

**2. Subsequent Payments.** The holder shall report sales, calculate fees due, and make payment in two installments, on , and on .

**Selection Item 2: Select the following clause where the estimated annual permit fee is more than \$10,000.**

**2. Subsequent Payments.** The holder shall report sales, calculate fees due, and make payment each month.

**3. Holder-Performed Fee Offset Work.**

**(a) Work in Lieu of Cash Payments.** Notwithstanding clause IV.C.2, the cost of work performed by the holder pursuant to a Granger-Thye fee offset agreement as provided in clause IV.E.2 may be credited in lieu of cash payments against the annual permit fee, provided that the work has been accomplished in accordance with the Granger-Thye fee offset agreement, and has been accepted as completed by the Forest Service before the end of the holder's fiscal year.

In the absence of a current, Granger-Thye fee offset agreement, payment must be made pursuant to clause IV.C.2.

**(b) Documentation of Expenses.** Prior to reimbursement or credit for Granger-Thye fee-offset work, the holder shall submit sufficient documentation to allow the authorized officer to determine that the costs claimed are allocable to the Granger-Thye fee offset agreement, actual, reasonable, and not unallowable.

**4. Final Payment.** The Forest Service shall reconcile annually the actual permit fee against permit fee payments made and credits for fee offset work. The holder shall pay any additional fees owed for the past year's operation within 30 days of billing.

**5. Overpayment.** Overpayment of the permit fee will be reimbursed by the Forest Service only if paid pursuant to clauses IV.C.1 and 2. Credit for offset work pursuant to clause IV.C.3 is limited to the amount of the annual permit fee; expenses will not be reimbursed if they are greater than the annual permit fee.

**D. DOCUMENTATION OF REVENUE.** The holder shall provide documentation of use and revenue for purposes of permit fee verification.

**1. Use and Revenue Data.** The holder shall submit to the authorized officer on a monthly basis use and revenue data covering each week of the operating season. At a minimum, such data shall consist of the number of sites

occupied, all extra vehicle charges, the total number of Golden Age and Golden Access Passports honored, the total amount of use fees collected from the public, and the total amount of other types of revenue collected from the public.

**2. Income Statements.** No later than 90 days after the close of the holder's fiscal year, the holder shall submit to the authorized officer a statement of income reporting the results of the holder's annual operations. The statement shall include all adjustments, such as taxes deducted, and shall be broken down by categories of sales.

**E. GRANGER-THYE FEE OFFSET.** Pursuant to 16 U.S.C. 580d, the Forest Service may offset all or part of the permit fee by the amount paid by the holder for renovation, reconditioning, improvement, and maintenance deemed to be the government's responsibility, as defined below, of government-owned improvements and their associated land.

#### **1. Definitions**

**(a) Maintenance.** Actions taken to keep fixed assets in acceptable condition. Maintenance includes preventive maintenance, normal repairs, replacement of parts and structural components, and other activities needed to preserve a fixed asset so that it continues to provide acceptable service and achieves its expected life.

Maintenance includes work needed to meet laws, regulations, codes, and other legal direction as long as the original intent or purpose of the fixed asset is not changed. Maintenance excludes activities aimed at expanding capacity of an asset or otherwise upgrading it to serve needs different from or significantly greater than those originally intended, such as construction of new facilities.

**(b) Improvement.** Advancing a fixed asset to a better quality or state. Improvement includes replacement. Replacement means substitution or exchange of an existing fixed asset or component with one having essentially the same capacity and purpose. Improvement is always the responsibility of the Government rather than the holder.

**(c) Reconditioning or Renovation.** A type of maintenance that rehabilitates an existing fixed asset or any of its components in order to restore the functionality or life of the asset. Reconditioning and renovation do not include construction of new facilities.

**(d) Holder Maintenance, Reconditioning, or Renovation.** Maintenance, reconditioning, or renovation that neither materially adds to the value of the property nor appreciably prolongs its life. The work serves only to keep the facility in an ordinary, efficient operating condition. From an accounting or tax perspective, it is work that may be expensed, but not capitalized. Examples include but are not limited to interior decorating, interior painting, vandalism repair, 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, and general snow removal. In fulfilling these responsibilities, the holder shall obtain any licenses and certified inspections required by regulatory agencies and follow state and local laws, regulations, and ordinances and industry standards or codes applicable to the permitted operation.

**(e) Government Maintenance, Reconditioning, Renovation, or Improvement.** Maintenance reconditioning, renovation, or improvement that arrests deterioration, improves and upgrades facilities, and appreciably prolongs the life of the property. Examples include but are not limited to installing a new roof, new floor, or new siding; rebuilding boilers; replacing pipes, pumps, and motors; repairing or maintaining the paths, lands, walks, walls, or landscaping adjacent to other government-owned structures; replacing vault toilets with flush facilities, paving interior roads, upgrading facilities, and installing utilities; and performing exterior painting and refinishing. Exterior painting that repairs unsightly visual marks caused by everyday use does not meet the definition outlined above. Government maintenance, reconditioning, renovation or improvement, whether performed by the holder or the Forest Service, shall be performed at the sole discretion of the authorized officer.

**2. Granger-Thye Fee Offset Agreement.** Before issuance of this permit and before each operating season thereafter, the Forest Service and the holder shall enter into an annual written Granger-Thye fee offset agreement that specifies the government maintenance, reconditioning, renovation and improvement to be used to offset the permit fee. The agreement shall specify whether the concessionaire shall be required or has the option to enter into a collection agreement to have the Forest Service perform the work. The agreement shall enumerate the portion of the permit fee to be offset by the cost of work performed by the holder and the schedule for completion of offset work. Additionally, the agreement shall specify the portion of the permit fee to be offset by the cost of work performed by the Forest Service. The agreement shall specify which projects are to be used for offset that year and shall also include standards for completion of the projects and examples of allowable costs.

**3. Collection Agreements for Forest Service Oversight for Major Government Maintenance, Reconditioning, Renovation, and Improvements Performed by the Holder.** The Forest Service may require the holder to enter into a collection agreement with the Forest Service to pay the cost of a Forest Service employee administering and overseeing major government maintenance, reconditioning, and improvement projects and offset those costs against the holder's annual permit fee. For purposes of this clause only, a major government maintenance, reconditioning, and improvement project is one costing or more. Allowable costs include monitoring to ascertain that work is being done to Forest Service standards. Allowable costs do not include routine permit administration by

the Forest Service. If the Forest Service exercises this option, a separate collection agreement shall be executed by the parties and made a part of this permit.

#### **F. FEE PAYMENT ISSUES**

**1. Crediting of Payments.** Payments shall be credited on the date received by the deposit facility, except that if a payment is received on a non-workday, the payment shall not be credited until the next workday.

**2. Disputed Fees.** Fees are due and payable by the due date. No appeal of disputed fees will be considered by the Forest Service without full payment of the disputed amount. Adjustments will be made if dictated by settlement terms or an appeal decision.

#### **3. Late Payments**

**(a) Interest.** Pursuant to 31 U.S.C. 3717 *et seq.*, interest shall be charged on any fee amount not paid within 30 days from the date it became due. The rate of interest assessed shall be the higher of the Prompt Payment Act rate or the rate of the current value of funds to the Treasury (i.e., the Treasury tax and loan account rate), as prescribed and published annually or quarterly by the Secretary of the Treasury in the Federal Register and the Treasury Fiscal Requirements Manual Bulletins. Interest on the principal shall accrue from the date the fee amount is due.

**(b) Administrative Costs.** If the account becomes delinquent, administrative costs to cover processing and handling the delinquency shall be assessed.

**(c) Penalties.** A penalty of 6% per annum shall be assessed on the total amount that is more than 90 days delinquent and shall accrue from the same date on which interest charges begin to accrue.

**(d) Termination for Nonpayment.** This permit shall terminate without the necessity of prior notice and opportunity to comply when any permit fee payment is 90 calendar days from the due date in arrears. The holder shall be responsible for the delinquent fees, as well as any other costs of restoring the site to its original condition, including hazardous waste cleanup.

**4. Administrative Offset and Credit Reporting.** Delinquent fees and other charges associated with the permit shall be subject to all rights and remedies afforded the United States pursuant to 31 U.S.C. 3711 *et seq.* and common law. Delinquencies are subject to any or all of the following:

**(a)** Administrative offset of payments due the holder from the Forest Service.

**(b)** If in excess of 60 days, referral to the Department of the Treasury for appropriate collection action as provided by 31 U.S.C. 3711(g)(1).

**(c)** Offset by the Secretary of the Treasury of any amount due the holder, as provided by 31 U.S.C. 3720 *et seq.*

**(d)** Disclosure to consumer or commercial credit reporting agencies.

**G. ACCOUNTING RECORDS AND ACCESS.** The holder shall follow generally accepted accounting principles or other cash basis of accounting in recording financial transactions. When requested by the Forest Service, the holder at its own expense shall have its annual accounting records audited by an independent public accountant acceptable to the Forest Service. The holder shall require any party who has responsibility for any day-to-day activities under clause II.F of this permit to comply with these same requirements. The holder shall make all of the accounting books and supporting records for the business activities authorized by this permit, as well as those of any parties authorized to operate under clause II.F of this permit, available for audit by the Forest Service or other federal agencies authorized to review Forest Service activities. The holder shall retain these records and make them available for review for five years after the end of the year they were generated, unless disposition is otherwise authorized by the Forest Service in writing.

#### **V. RESOURCE AND IMPROVEMENT PROTECTION**

**A. COMPLIANCE WITH ENVIRONMENTAL LAWS.** The holder shall in connection with the use and occupancy authorized by this permit comply with all applicable federal, state, and local environmental laws and regulations, including but not limited to those established pursuant to the Resource Conservation and Recovery Act, as amended, 42 U.S.C. 6901 *et seq.*, the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 *et seq.*, the Oil Pollution Act, as amended, 33 U.S.C. 2701 *et seq.*, the Clean Air Act, as amended, 42 U.S.C. 7401 *et seq.*, the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, 42 U.S.C. 9601 *et seq.*, the Toxic Substances Control Act, as amended, 15 U.S.C. 2601 *et seq.*, the Federal Insecticide, Fungicide, and Rodenticide Act, as amended, 7 U.S.C. 136 *et seq.*, and the Safe Drinking Water Act, as amended, 42 U.S.C. 300f *et seq.*

#### **B. WATER SYSTEMS**

**1.** The holder, as the water supplier and operator of the drinking water system, shall operate the system in compliance with Forest Service Manual (FSM) Chapter 7420, applicable federal, state, and local drinking water laws and all regulations applicable to public and nonpublic drinking water systems. This includes, but is not limited to, renovation, operating and maintaining the system and conducting drinking water testing, maintaining records to demonstrate compliance, and taking the appropriate corrective and follow-up actions in accordance with Appendix F of this permit (Operation of Federally Owned Drinking Water Systems) and federal, state, and any other applicable requirements. The holder shall be able to demonstrate compliance with Appendix F of this permit (Operation of Federally Owned Drinking Water Systems) and all other applicable requirements by maintaining all necessary records. For the purposes of this authorization, public water systems are as defined in the Safe Drinking

Water Act, 42 U.S.C. 300f *et seq.*, as amended, and in the National Primary Drinking Water Regulations, 40 CFR Part 141, or by state regulations if more stringent. Requirements under FSM 7420 applicable to the holder are set forth in this section and Appendix F to the permit entitled "Operation of Federally Owned Drinking Water Systems."

**2.** For federally owned systems, the holder shall notify and consult with the Forest Service within 24 hours or on the next business day after notification by the laboratory of a sample that tests positive for microbiological contamination. The holder shall provide a copy of positive lab test to the Forest Service within one week of receiving the lab result. The holder shall notify the State drinking water program and Forest Service within 48 hours of any failure to comply with a federal or state drinking water requirement and make a written record that the notification occurred and place it in the system's record file. The holder shall notify and consult with the Forest Service within 48 hours of notification of a maximum contaminant level violation or an acute violation. The holder shall respond to the microbial contamination event as specified in Appendix F of this permit (Operation of Federally Owned Drinking Water Systems) and applicable regulations.

**3.** The holder shall retain all records as required by applicable laws and regulations. The holder agrees to make the records available upon request to the Forest Service and to any other regulatory agency authorized to review Forest Service activities. Copies of microbiological test results for federally owned water systems shall be forwarded monthly to the Forest Service by the 15th of the month following the sampling date. Copies of all other drinking water sample results shall be forwarded to the Forest Service at the end of the operating season. If the operating season is longer than six months in length, copies of sample results must be provided to the Forest Service every six months. The holder shall clearly identify all sample results that violate FSM requirements or state, federal, and local requirements when the copies are submitted. Sample results that violate any of these requirements must have the results of required follow up samples attached. Copies of sample results that violate state requirements must have documentation attached to demonstrate that the state was informed of the violation within 48 hours of the lab notifying the holder of the results. The holder shall surrender all records for a federally owned system to the Forest Service upon permit termination or revocation.

**4.** For federally owned systems, the holder shall provide the name of the water system operator in writing to the Forest Service and notify the authorized officer within 72 hours of a change in personnel. Operators shall be certified to operate drinking water systems for all water systems classified as community or non-transient noncommunity system or when otherwise required by the state in which the system is located. Records to demonstrate operator certification shall be kept by the holder and made available to Forest Service upon request.

**C. VANDALISM.** The holder shall take reasonable measures to prevent and discourage vandalism and disorderly conduct and when necessary shall contact the appropriate law enforcement officer.

**D. PESTICIDE USE.** Pesticides may not be used to control undesirable woody and herbaceous vegetation, aquatic plants, insects, rodents, trash fish, and other pests and weeds without prior written approval from the authorized officer. A request for approval of planned uses of pesticides shall be submitted annually by the holder on the due date established by the authorized officer. The report shall cover a 12-month period of planned use beginning 3 months after the reporting date. Information essential for review shall be provided in the form specified. Exceptions to this schedule may be allowed, subject to emergency request and approval, only when unexpected outbreaks of pests or weeds require control measures that were not anticipated at the time an annual report was submitted. Only those materials registered by the U.S. Environmental Protection Agency for the specific purpose planned shall be considered for use on National Forest System lands. Label instructions and all applicable laws and regulations shall be strictly followed in the application of pesticides and disposal of excess materials and containers.

**E. ARCHAEOLOGICAL-PALEONTOLOGICAL DISCOVERIES.** The holder shall immediately notify the authorized officer of any antiquities or other objects of historic or scientific interest, including but not limited to historic or prehistoric ruins, fossils, or artifacts discovered as the result of operations under this permit. The holder shall leave such discoveries intact until authorized to proceed by the authorized officer. Protective and mitigative measures specified by the authorized officer shall be the responsibility of the holder.

**F. PROTECTION OF HABITAT OF ENDANGERED, THREATENED, AND SENSITIVE SPECIES.** Location of areas needing special measures for protection of plants or animals listed as threatened or endangered under the Endangered Species Act (ESA), 16 U.S.C. 531 *et seq.*, as amended, or as sensitive by the Regional Forester under the authority of Forest Service Manual Chapter 2670, derived from ESA Section 7 consultation, may be shown on a separate map, hereby made a part of this permit, or identified on the ground. Protective and mitigative measures specified by the authorized officer shall be the sole responsibility of the holder. If protective measures prove inadequate, if other such areas are discovered, or if new species are listed as federally threatened or endangered or as sensitive by the Regional Forester, the authorized officer may specify additional protection, regardless of when such facts become known. Discovery of such areas by either party shall be promptly reported to the other party.

**G. CONSENT TO STORE HAZARDOUS MATERIALS.** The holder shall not store any hazardous materials at the site without prior written approval from the authorized officer. This approval shall not be unreasonably withheld. If the authorized officer provides approval, this permit shall include, or in the case of approval provided after this permit is issued, shall be amended to include specific terms addressing the storage of hazardous materials,

including the specific type of materials to be stored, the volume, the type of storage, and a spill plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

**USER NOTE FOR CLAUSE V.G.**

**<Delete instructions and non-applicable clauses prior to printing>**

**Add the clauses below when consenting to store hazardous materials.**

- 1.** If the holder receives consent to store hazardous material, the holder shall identify to the Forest Service any hazardous material to be stored at the site. Such identification information shall be consistent with column (1) of the table of hazardous materials and special provisions given at 49 CFR 172.101 whenever the hazardous material appears in that table. For hazard communication purposes, the holder shall maintain Material Safety Data Sheets for any stored hazardous chemicals, consistent with 29 CFR 1910.1200(c) and (g). In addition, all hazardous materials stored by the holder shall be used, labeled, stored, transported, and disposed of in accordance with all applicable Federal, State, and local laws and regulations.
- 2.** The holder shall not release any hazardous material as defined in clause III.F. onto land or into rivers, streams, impoundments, or into natural or man-made channels leading thereto. All prudent and safe attempts must be made to contain any release of these materials. The authorized officer in charge may specify specific conditions that must be met, including conditions more stringent than Federal, State, and local regulations, to prevent releases and protect natural resources.
- 3.** The holder shall immediately notify all appropriate response authorities, including the national Response Center and the Forest Service authorized officer or designated representative, of any oil discharge or of the release of a hazardous substance at the site in an amount greater than or equal to its reportable quantity, in accordance with 33 CFR part 153, subpart B, and 40 CFR 302. For the purposes of this requirement, "oil" is as defined by section 311(a)(1) of the Clean Water Act, 33 U.S.C. 1321(a)(1). The holder shall immediately notify the Forest Service designated representative upon knowledge of any release [or threatened release] of any hazardous material at or in the vicinity of the permit area which may be harmful to public health or welfare or which may adversely affect natural resources under the management authority of the United States.

**H. CLEANUP AND REMEDIATION.** Except with respect to any federally permitted release as that term is defined under Section 101(10) of CERCLA, 42 U.S.C. 9601(10), the holder shall clean up or otherwise remediate any release, threat of release, or discharge of hazardous materials that occurs either on site or in connection with the holder's activities, whether or not those activities are authorized under this permit. The holder shall perform cleanup or remediation immediately upon discovery of the release, threat of release, or discharge of hazardous materials. The holder shall perform the cleanup or remediation to the satisfaction of the authorized officer and at no expense to the United States. Upon revocation or termination of this permit, the holder shall deliver the site to the Forest Service free and clear of contamination.

**I. CERTIFICATION UPON REVOCATION OR TERMINATION.** If the holder uses or stores hazardous materials at the site, upon revocation or termination of this permit the holder shall provide the Forest Service with a report certified by a professional or professionals acceptable to the Forest Service that the site covered by this permit is uncontaminated by the presence of hazardous materials and that there has not been a release or discharge of hazardous materials upon the site, into surface water at or near the site, or into groundwater below the site during the term of the permit. If a release or discharge has occurred, the professional or professionals shall document and certify that the release or discharge has been fully remediated and that the site is in compliance with all federal, state, and local laws and regulations.

**VI. REVOCATION, SUSPENSION, AND TERMINATION**

**A. REVOCATION AND SUSPENSION.** The Forest Service may suspend or revoke this permit in whole or in part:

1. For noncompliance with federal, state, or local laws and regulations.
2. For noncompliance with the terms of this permit.
3. For failure of the holder to exercise the privileges granted by this permit;
4. With the consent of the holder; or
5. At the discretion of the authorized officer, for specific and compelling reasons in the public interest.

**B. OPPORTUNITY TO TAKE CORRECTIVE ACTION.** Prior to revocation or suspension under clause VI.A, the authorized officer shall give the holder written notice of the grounds for the action to be taken and a reasonable time, not to exceed 30 days, to complete corrective action prescribed by the authorized officer.

**C. IMMEDIATE SUSPENSION.** The authorized officer may immediately suspend this permit in whole or in part when necessary to protect public health or safety or the environment. The suspension decision must be in writing. Within 48 hours of the request of the holder, the superior of the authorized officer shall arrange for an on-the-ground review of the adverse conditions with the holder. Following this review the superior shall take prompt action to affirm, modify, or cancel the suspension.

**D. APPEALS AND REMEDIES.** Any written decisions by the authorized officer relating to administration of this permit are subject to the administrative appeal regulations at 36 CFR Part 251, Subpart C, or revisions thereto. Revocation or suspension of this permit shall not give rise to any claim for damages by the holder against the Forest Service.

**E. TERMINATION.** This permit shall terminate when by its terms a fixed or agreed upon condition, event, or time occurs without any action by the authorized officer. Examples include but are not limited to expiration of the permit by its terms on a specified date and termination upon change of control of the business entity. Termination of this permit is not subject to administrative appeal.

**VII. MISCELLANEOUS PROVISIONS**

**A. REGULATING SERVICES AND RATES.** The Forest Service reserves the right to regulate the adequacy, type, and price of services provided to the public and to require that these services conform to satisfactory standards. The holder may be required to furnish a schedule of prices for sales and services authorized by this permit. Such prices and services may be regulated by the Forest Service, provided that the holder shall not be required to charge prices significantly different from those charged by comparable or competing businesses.

**B. ADVERTISING.** The holder orally and in advertisements, signs, circulars, brochures, letterheads, and other materials shall not misrepresent in any way the accommodations or services provided or the status of the permit or permit area. The fact that the permit area is located on the National Forest shall be made readily apparent in all the holder's brochures and print advertising regarding use of the permit area.

**C. CURRENT ADDRESSES.** The holder and the Forest Service shall keep each other informed of current mailing addresses, including those necessary for payment of fees.

**D. HOLDER REPRESENTATIVE.** The holder or a designated representative shall be present on the premises at all times when the facilities are open to the public. The holder shall notify the authorized officer in writing as to who the representative will be.

**E. LIQUOR SALES PROHIBITED.** The sale of liquors or other intoxicating beverages is prohibited in the permit area.

**F. GAMBLING.** Gambling or gambling devices shall not be permitted on National Forest System lands, regardless of whether gambling or gambling devices are lawful under state or local law.

**G. FIREWORKS.** The sale of fireworks is prohibited on land covered by this permit. Possession or use of fireworks on land covered by this permit is also prohibited without prior written approval from the authorized officer.

**H. DISORDERLY CONDUCT.** Disorderly or otherwise objectionable conduct by the holder or those occupying the premises with the holder's permission shall upon proof thereof be cause for revocation of this permit.

**I. SERVICES NOT PROVIDED.** This permit does not provide for the furnishing of road maintenance, water, fire protection, or any other such service by a government agency, utility, association, or individual.

**J. MEMBERS OF CONGRESS.** No member of or delegate to Congress or resident commissioner shall benefit from this permit either directly or indirectly, except to the extent the authorized use provides a general benefit to a corporation.

**K. SUPERIOR CLAUSES.** In the event of any conflict between any of the preceding printed clauses and any subsequent clauses or provisions in the appendices attached to this permit, the preceding printed clauses shall control.

#INSERT TERM HERE# <<Use this signature page for individual(s) and all non-corporate entities. Ensure all user notes are deleted prior to printing>>

**This permit is accepted subject to all its terms and conditions.**

HOLDER: U.S. DEPARTMENT OF AGRICULTURE

Forest Service

By: By: \_\_\_\_\_

(Title) (Authorized Officer)

Date: Date: \_\_\_\_\_

**[Attach annual operating plan, annual Granger-Thye fee offset agreement, holder maintenance and reconditioning plan, recreation site maps, facility and improvement inventory, "Operation of Federally Owned Drinking Water Systems," and any other appendices.]**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.)

Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 975-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

**<<Use this signature block for corporations.>>**

**This permit is accepted subject to all its terms and conditions.**

Date: CORPORATE NAME:

(CORPORATE SEAL)

By: .

(Vice) President

ATTEST:

(Assistant) Secretary

The following certificate shall be executed by the Secretary or Assistant Secretary of the corporation:

I, , certify that I am the Secretary of the corporation that executed this permit; that , who signed this permit on behalf of was then of that corporation; that I know his/her signature; that his/her signature on this permit is genuine; and that this permit was signed, sealed, and attested to on behalf of by authority of its board of directors.

(CORPORATE SEAL)

(Assistant) Secretary

U.S. DEPARTMENT OF AGRICULTURE

Forest Service

By: \_

(Authorized Officer)

Date: \_

**[Attach annual operating plan, annual Granger-Thye fee offset agreement, holder maintenance and reconditioning plan, recreation site maps, facility and improvement inventory, "Operation of Federally Owned Drinking Water Systems," and any other appendices.]**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 975-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

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## APPENDIX F :

### OPERATION OF FEDERALLY OWNED DRINKING WATER SYSTEMS

#### INTRODUCTION

The requirements set forth in this Appendix pertain to holders of Forest Service special use permits that authorize the holder to operate federally owned drinking water systems. This includes special use permits authorized under the Granger-Thye Act, 16 U.S.C. § 580d.

The requirements set forth below are derived from Chapter 7420 of the Forest Service Manual (FSM), which describes the Forest Service Drinking Water Program. The objective of the Forest Service Drinking Water Program is to protect the health of the public and Forest Service personnel by ensuring that water provided by the Forest Service for human consumption is safe and protected. Where this objective cannot be met, the Forest Service policy is to make such waters unavailable for human consumption. "Human consumption" includes the use of water for drinking, food preparation, dishwashing, oral hygiene, or bathing/showering.

When a permit holder operates federally owned water systems, both the Forest Service and the permit holder are considered suppliers of the water. Therefore, permit holders authorized to operate federally owned water systems must operate and maintain the systems to meet the objective and policy of the Forest Service Drinking Water Program. Failure to operate these drinking water systems accordingly may result in revocation of the permit. In addition to fulfilling the requirements set forth below, permit holders operating federally owned water systems must comply with all applicable federal, State, interstate, and local requirements applicable to drinking water systems, and must follow the Operation and Maintenance Plan developed in conjunction with the Forest Service to address the specific system(s).

Nothing in this Appendix should be interpreted as diminishing any obligation imposed by federal, State, interstate, or local authority.

## **II. APPLICABLE DEFINITIONS**

**A. Average Daily Population (ADP).** For classification purposes, the sum of the daily transient and daily resident population served or having access to the drinking water system, per month, divided by the days of the month. Where actual or sample counts are not available at recreation sites, determine ADP by multiplying Persons-At-One-Time (PAOT) by the percentage of site use where PAOT equals four people per site.

**B. Condition Survey.** An onsite review of the facilities, equipment, and operation and maintenance of the a drinking water system to evaluate the adequacy of those elements for producing and distributing safe drinking water and meeting FSM and regulatory requirements. Condition surveys are an integral part of the sanitary surveys and serve as a supplement to the last current sanitary survey.

**C. Confluent Growth.** A continuous bacterial growth covering the entire filtration area of a membrane filter, or a portion thereof, in which bacterial colonies are not discrete. This does not necessarily include coliform growth. Non-coliform growth is often called heterotrophic growth.

**D. Drinking Water System.** A system for providing water suitable for human consumption via service connections (including handpump wells).

**E. Human Consumption.** Use of water for drinking, food preparation, dishwashing, oral hygiene, or bathing/showering.

**F. Maximum Contaminant Level (MCL).** As defined by federal, State, or local law, but generally: The maximum permissible level of a contaminant in water which is delivered to any user of a public water system.

**G. Non-Public Water System.** A system not meeting the public water system definition. A non-public water system is subdivided into the following categories:

**·Non-Public, Non-Transient (NPNT).** A system serving less than 25 year-round residents or serving less than 25 of the same persons ADP more than 180 days per year (for example, some housing sites).

## Appendix 11: Sample FS-2700-4h, Exhibit B, Granger-Thye Fee Offset Agreement

Authorization ID [redacted]  
 Contact ID [redacted]  
 Expiration [redacted]

**APPENDIX B**  
**ANNUAL GRANGER THYE FEE OFFSET AGREEMENT**  
**SPECIAL USE PERMIT**  
**For Campground and Related Granger-Thye Concessions**  
**AUTHORITY: Section 7 of the Granger-Thye Act, 16 U.S.C. 580d**  
**<Reference FSH 2709.11 chapter 50>**

This Annual Granger-Thye (GT) Fee Offset Agreement is made by [name] (the Holder) and the U.S. Department of Agriculture, Forest Service, [name] National Forest (the Forest Service), under section 7 of the G-T Act, 16 U.S.C. 580d, and clause IV.E of the special-use permit issued to the holder on [date] (the permit).

The total estimated annual permit fee is [amount]. [ ] percent of that permit fee may be offset by the cost incurred by the Holder for the Government maintenance, reconditioning, renovation, or improvement (MRR) projects listed below in accordance with this agreement. Additionally, [ ] percent of that fee may be offset by the cost incurred by the Forest Service for the Government MRR projects under a separate collection agreement. Projects to be performed by the Holder shall be completed by the date specified and within the Holder's fiscal year for the year the fee is due. The Forest Service may modify the projects and dates as necessary, after consultation with the Holder.

The actual cost of each project that is satisfactorily completed as determined by the Forest Service may be offset against the holder's permit fee. Due dates and cost estimates for completion of each project are enumerated below. Examples of allowable costs include salaries and wages, materials and supplies, and subcontracts that are direct costs of a G-T fee offset project and indirect costs based on an approved indirect cost rate. The total cost for Government MRR projects to be performed under this agreement shall not exceed the annual fee.

Upon a determination by the Forest Service that a project has been satisfactorily completed by the holder, the holder shall submit documentation of its actual cost to the Forest Service and shall certify that the representations in that documentation are accurate and complete. The certification shall be signed and dated, and shall state that failure to sign the certification shall vitiate the fee offset claim. The Forest Service shall verify that documentation before giving any credit against the holder's permit fee, and reserves the right not to grant any fee offset if any of the representations in the documentation is inaccurate or incomplete.

The Holder shall perform the work itemized below under this agreement.

Description of Project	Due Date	Estimated cost	Completion Date	Actual Cost
[itemize projects]				

Signed:  
 Holder or Holder's Agent      Date  
 Signed:  
 Authorized Officer      Date

### **Burden Statement**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

## Appendix 12: Sample Government Maintenance, Reconditioning, Renovation or Improvement (MRRI) Projects

Included below are anticipated government maintenance, reconditioning, renovation or improvement projects. Items on this list could be changed, depending on use and condition of facilities, at the discretion of the Authorizing Officer. Note that costs are estimates, and actual costs may vary.

Many of the future projects consist of bringing the sites into compliance with Best Management Practice (BMP's). BMP's are engineering projects designed to control erosion for the attainment of water quality standards in the Inyo National Forest. BMP's as described in **Appendix 19**. Along with BMP's, other future objectives will be to be incorporate Universal Accessibility Design Standards into our Forest Service recreation sites. This would include the resurfacing (asphalt, concrete, decomposed granite) and/or realigning of some campground sites. The number of available campsites may change due to design and capacity constraints.

<b>Anticipated Government Maintenance, Reconditioning, Renovation Or Improvement Projects.</b>	
Site Specific MRRI Complex #1	Site Specific MRRI Complex #2
Improve drainage and install hat channel vault accesses to prevent snow melt from entering vaults	Improve drainage and install hat channel vault accesses to prevent snow melt from entering vaults
Replace 10-20 % of older Bearboxs	Replace 10-20 % of older Bearboxs
Replace 10-20 % of older Fire rings	Replace 10-20 % of older Fire rings
Improve accessibility in 1 to 2 campsites per campground	Improve accessibility in 1 to 2 campsites per campground
Improve roads and camping spurs in East Fork	Replace Fee and Info Station at North Lake
Site Specific MRRI Complex #3	
Improve drainage and install hat channel vault accesses to prevent snow melt from entering vaults	Replace 10-20 % of older Bearboxs Replace 10-20 % of older Fire rings
Replace Fee and Info Station at Grays Meadows and Onion Valley	Replace Campground Entrance Signs at Grays Meadows and Onion Valley

<b>Government Maintenance, Reconditioning, Renovation or Improvement All campgrounds</b>
Accessible tent and table pads
Accessible tables
Accessible fire rings/grills
Construct accessible paths
Improve accessibility to restrooms, may include remodeling existing or replacement or addition with prefabricated CXT toilet
Replace hose bibs with accessible hose bibs
Improve campsite parking spurs and roads for RV access, may include asphaltting unpaved spurs
Pavement replacement of badly damaged campground roads
Placement of rock and/or build retaining structures in high erosion areas
Placement of rock or other material barriers to prevent vehicles from traveling off spurs and roads
Replace entrance kiosks fee stations with new design and materials
Consider adding shower buildings in selected appropriate campgrounds
Placement of rock or other material barriers to prevent vehicles from traveling off spurs and roads

In addition to the above projects, anticipate annual replacement of features that become irreparable or damaged

Items on this list could be changed, depending on use and condition of facilities, at the discretion of the Authorizing Officer. Note that costs are estimates, and actual costs may vary.

<b>ITEM</b>	<b>ESTIMATED REPLACEMENT RATE PER YEAR</b>	<b>ESTIMATED COST PER UNIT TO REPLACE, PARTS AND LABOR</b>
Heavy wooden tables	2%	\$870
Ground fireplaces	2%	\$350
Food Lockers	.005%	\$1,000
Site post signs	5%	\$15
Bulletin boards	5%	\$360
Barriers/Barricades	1%	\$35
Restroom roofs	2%	\$1,950
Water line breaks 2 per season(est.)	.05%	\$2,500
Door closures	2.5%	\$250
Road rehabilitation	\$5,000 per year will be set aside for road maintenance projects. Projects will proceed when sufficient revenue is accrued.	

**Standards:**

Heavy wooden tables	Tables will be to Forest Service accessibility standards. Minimum 9' length, 3' redwood planks, stained (see Tenant Maintenance Plan for standards for painting), and properly anchored in place or upon FS approval, Pilot Rock XTH series or equivalent
Pedestal barbecue	<i>Pilot Rock A-20 B2</i> or equivalent
Site post signs	Replacement in kind, wood 4x4, routed # or mounted HPPE plastic #
Bulletin boards	Forest Service will provide design standards
Barriers / barricades	Forest Service will provide design standards
Restroom roofs	In kind replacement
Ground fireplaces	Fire rings will be to Forest Service accessibility standards. Pilot Rock Model M-32 or equivalent
Water line breaks	As directed by Forest Service
Door closures	Norton Series 78 Door Closer (parallel arm closer) or equivalent
Restroom partitions	Must have Forest Service approval prior to purchase
Road rehabilitation	Must have Forest Service approval prior to project performance



## Appendix 13: Indirect Cost Reimbursement Letter

File Code: 2720

Date: July 11, 2002

Route to:

Subject: Indirect Cost Reimbursement in Granger-Thye Permits

To: Regional Foresters

**Issue.** At the request of the National Forest Recreation Association (NFRA) we have evaluated how the Forest Service reimburses the indirect costs of permit holders who perform Granger-Thye (GT) fee offset work. Holders are concerned that forests are inconsistent on whether and how indirect costs are allowed and what documentation is necessary to support a claim for indirect costs.

**Background.** Under Section 7 of the GT Act, and when authorized by a permit and GT fee offset agreement (GT agreement), the Forest Service offsets all or part of the permit fee paid by campground concessionaires with the cost of Government renovation, reconditioning, improvement, and maintenance performed at the concessionaire's expense on facilities covered by the permit. When the holder performs the work, it is authorized by an attachment to the permit called a GT fee offset agreement. Alternatively, the Forest Service may enter into a collection agreement as authorized by Section 5 of the GT Act to perform work eligible for fee offset under Section 7.

**Historical Practice.** Typically the field has offset the holder's direct costs for approved offset work, but reimbursement for the holder's indirect costs has varied. Approaches have included limiting indirect costs to a maximum of 5 percent or 10 percent of the fee to be offset, limiting the type of indirect costs to be reimbursed, or reimbursement of a flat overhead rate without documentation. Review of this issue has shown that these methods are not appropriate, because holders should be reimbursed actual costs. There is a misconception among employees and holders that the Forest Service can reimburse a flat indirect cost rate without documentation. There is often disagreement between forests and holders about what costs may be reimbursed.

**Comparison.** The Office of Management and Budget (OMB) has issued circulars to guide cost reimbursement for several types of business entities, including Circular A-87 for State and Local Governments and Circular A-122 for Non-Profit Organizations. The Federal Acquisition Regulation (FAR) Part 31 guides cost reimbursement for Commercial (For-Profit) Entities. We evaluated how cost reimbursement is conducted in other agency programs. Regulations at 7 CFR 3019.27 were updated in August 2000 to address the determination of allowable costs for grants and agreements in conformance with applicable OMB circulars. FSH 1509.11, Chapter 70, provides that administration of costs in grants and agreements for commercial entities is subject to FAR Part 31, Contract Cost Principles and Procedures. Adopting these cost standards for GT offset will create consistency among the program areas of special uses, contracting, and grants and agreements and conform to OMB guidance.

**Conclusion.** Offset of indirect costs is appropriate. Indirect costs are a customary charge in contracting and grants and agreements and should be eligible for offset under GT agreements.

The following guidance applies to reimbursement of actual costs to commercial entities holding GT permits. The guidance (enclosed) is excerpted from FAR Part 31 and 48 CFR Part 9904 but has been tailored to address GT agreements. A simplified process for small concessions is included at the end of the document. Cost principles for non-profit entities and state or local governmental entities are not addressed. The guidance does not address the reimbursement of agency indirect costs. When the Forest Service performs the work, agency indirect costs will be assessed in accordance with FSH 1509.11, Chapter 33 and indirect cost rates established nationally (e.g., the FY2002 rate is 18 percent).

**Implementation.** Before the holder's indirect costs may be offset under a GT agreement, the holder must submit its indirect cost rate and supporting documentation for approval. Determination of an indirect cost rate should comply with the Cost Accounting Standards (CAS) and this guidance. When claiming cost reimbursement, the holder must certify that costs claimed comply with this guidance. Indirect costs based on approved Indirect Cost Allocation Rates (ICAR) should be reimbursed starting with 2002 permit fees. This advice for reimbursement of indirect costs is not retroactive to prior year permit fees.

**For New Permits:** Applicants must disclose accounting procedures and historic indirect cost allocation rates in response to a prospectus.

**For Existing Permits:** Holders must submit their ICAR to the authorized officer. Because the ICAR will be the same for all permits held by a specific company, it is recommended that the regional external auditor review and approve the rate. Regional auditors should coordinate the review for companies operating in more than one region.

/S/ DAVID G. HOLLAND

/S/ TAMARA L. HANAN

DAVID G. HOLLAND  
Director, Recreation, Heritage,  
and Wilderness Resources  
cc: Carolyn Holbrook

TAMARA L. HANAN  
Director, Financial Policy  
and Analysis

## Appendix 14: Form FS-2700-4h, Appendix G, Granger-Thye Fee Offset Certification

Authorization ID   
 Contact ID   
 Expiration Date

**APPENDIX G**  
**Granger-Thye Fee Offset Claim Certification**  
**for**  
**SPECIAL USE PERMIT**  
**AUTHORITY: Section 7 of the Granger-Thye Act, 16 U.S.C. 580d**  
**<Reference FSH 2709.11, chapter 50>**

NATIONAL FOREST  
 RANGER DISTRICT  
 PERMIT NUMBER

**Project Name** \_\_\_\_\_ **Holder's Fiscal Year (FY)** \_\_\_\_\_

Total allowable costs may be offset under a Granger-Thye (GT) fee offset agreement to the extent they do not exceed the total annual fee for this permit. Total allowable costs of a GT project included in this GT claim are the sum of the direct GT project costs and indirect costs allocable to this GT project. Costs submitted under this GT claim will be accepted to the extent they are reasonable, allocable, and determined to be allowable, in accordance with the terms of the permit, GT agreement, and agency policy.

**Direct GT Costs:** Provide claimed GT costs by cost element and attach schedules to show the cost breakdown by cost element. Provide supporting documentation for the cost claim.

**Indirect costs:** Indirect costs must be computed based on Forest Service-approved indirect cost rate and may be added to the total direct GT costs. Attach the approved indirect cost rate for FY .

Approval of the fee offset claim is subject to all provisions in the Annual Granger-Thye Fee Offset Agreement (FS-2700-4h, Appendix B) executed by the U.S. Department of Agriculture, Forest Service,  National Forest, and  on  [date of GT fee offset agreement].

**DIRECT GT COSTS**

Salaries and Wages	\$ <input type="text"/>
Materials and Supplies	\$ <input type="text"/>
Subcontracts	\$ <input type="text"/>
Other (specify)	\$ <input type="text"/>
Sum of Direct GT Costs	\$ <input type="text"/>
INDIRECT COSTS ( <input type="text"/> % x Direct GT costs)	\$ <input type="text"/>
<b>TOTAL GT COST CLAIM FOR PROJECT</b>	<b>\$ <input type="text"/></b>

Subject to the penalties prescribed in the False Statements Act, 18 U.S.C. 1001, the holder certifies to the best of its knowledge that the representations in the documents supporting its claim for fee offset are accurate and complete. The Forest Service reserves the right not to grant the fee offset claim if any of these representations is inaccurate or incomplete. Failure to sign the certification shall vitiate the fee offset claim.

Signed: \_\_\_\_\_

Date: \_\_\_\_

Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

### **Burden Statement**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 975-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

## Appendix 15: Sample Collection Agreement for Granger-Thye Fee Offset Work

Agreement Number \_\_\_\_\_

Cooperator Tax ID # \_\_\_\_\_

### *Collection Agreement*

*between*

*USDA Forest Service,  
Region 5, Inyo National Forest*

*And the  
(Permit Holders Name)*

This COLLECTION AGREEMENT is hereby entered into by and between the USDA Forest Service, Region 5, Inyo National Forest, hereinafter referred to as the Forest Service (FS), and the **Permit Holders NAME**, hereinafter referred to as the **Permit Holders NAME** under the provisions of the Section 5 of the Granger-They Act, 16 U.S.C. 572.

**A. PURPOSE: Explain what the parties wish to accomplish and include a statement that begins: The purpose of this Collection Agreement is to (purpose...)**

**B. FOREST SERVICE SHALL:**

**(Explain the work to be performed by the FS either force-account or procurement. The tasks should be listed as specific as possible.)**

1. Deposit all cash funds received under the terms of this Agreement to a Forest Service Cooperative Work Fund to be used for the purpose for which contributed, including related overhead expenses.
2. Upon receipt of payment from the holder, perform the Government Maintenance, Reconditioning, Revocation and Improvements (MRRI) projects listed in this agreement (Reference attached Granger-Thye Fee Offset Agreement).
3. Contributions authorized for use by the FS, which are not spent or obligated for project(s) approved under this instrument, will be refunded to the cooperator authorized for use for new projects by the cooperative.

**C. PERMIT HOLDERS NAME SHALL:**

**(Explain the unilateral actions or responsibilities of the contributor; for example if the funds are to be received by the Forest Service on an advance or reimbursement basis, where the funds should be sent and so forth...)**

1. Make advance payments, in accordance with the permit, in amounts sufficient to cover the total cost of performing the Government MRRRI work listed in this agreement, including overhead as determined by the FS up to XX percent of project costs.
2. Pursuant to the Debt Collection Improvement Act of 1996, as amended by P.L. 104-134, furnish their tax identification number upon execution of this instrument. Cooperator also agrees that notice of the Forest Service's intent to use such number for purposes of collecting and reporting on any delinquent amounts arising out of such person's relationship with Government, has here by been given.

**D. IT IS MUTUALLY AGREED AND UNDERSTOOD BY ALL PARTIES THAT:**

1. **TAXPAYER IDENTIFICATION NUMBER. (Mandatory)** The cooperator shall furnish their tax identification number upon execution of this instrument.
2. **FREEDOM OF INFORMATION ACT (FOIA). (Mandatory)** Any information furnished to the Forest Service under this instrument is subject to the Freedom of Information Act (5 U.S.C. 552).
3. **MODIFICATION. (Mandatory)** Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

The Forest Service is not obligated to fund any changes not properly approved in advance.

4. **REFUNDS. (Mandatory)** Contributions authorized for use by the Forest Service, which are not spent or obligated for the project(s) approved under this instrument, will be refunded to the cooperator or authorized for use for new projects by the cooperator and approved by the Forest Service.
5. **PROPERTY IMPROVEMENTS. (Mandatory)** Improvements placed on National Forest System land at the direction of either of the parties, shall thereupon become property of the United States, and shall be subject to the same regulations and administration of the Forest Service as other National Forest improvements of a similar nature. No part of this instrument shall entitle the cooperator to any share or interest in the project other than the right to use and enjoy the same under the existing regulations of the Forest Service.
6. **LEGAL AUTHORITY. (Mandatory)** The cooperator has the legal authority to enter into this instrument, and the institutional, managerial and financial capability (including funds sufficient to pay nonfederal share of project costs) to ensure proper planning, management, and completion of the project.
7. **PARTICIPATION IN SIMILAR ACTIVITIES. (Mandatory)** This instrument in no way restricts the Forest Service or the Cooperator(s) from participating in similar activities with other public or private agencies, organizations, and individuals.
8. **COMMENCEMENT/EXPIRATION DATE. (Mandatory)** The instrument is executed as of the date of the last signature and is effective through (Expiration date must be 5 years or less) at which time it will expire unless extended.
9. **TERMINATION. (Mandatory) (Check 1509.11, Chapter 72, there is more to this provision. Also, when refunds are required by statute, add the following sentence: Excess fund shall be refunded within 60 days after the effective period.)**

Any of the parties, in writing, may terminate the instrument in whole, or in part, at any time before the date of expiration.

Neither party shall incur any new obligations for the terminated portion of the instrument after the effective date and shall cancel as many obligations as possible. Full credit shall be allowed for each Party's expenses and all non-cancelable obligations properly incurred up to the effective date of termination.

Forest Service Project Contact	Cooperator Project Contact
Name:	Name:
Address:	Address:
Address 2:	Address 2:
State & Zip Code:	State & Zip Code:
Phone:	Phone:
FAX:	FAX:
E-Mail:	E-Mail:

Forest Service Administrative Contact	Cooperator Administrative Contact
Name:	Name:
Address:	Address:
Address 2:	Address 2:
State & Zip Code:	State & Zip Code:
Phone:	Phone:
FAX:	FAX:
E-Mail:	E-Mail:

**Choice ONE clause between number 11 and 12:**

11. ADVANCE BILLING (1). **(Mandatory) (Describe how the billings will be made, but always in a manner where deposits will be made by the cooperator prior to work being performed in any phase of the project. This is mandatory unless exempted under FSH 1509.11, section 33.22(c).)**

Bill the cooperator prior to commencement of work for deposits sufficient to cover the estimated costs (including overhead) for the specific payment period. Overhead will be assessed at the rate of \_\_\_\_\_ %.

Billings shall be sent to:

Name:

Address:

State, Zip Code:

Area Code and Phone Number:

12. REIMBURSABLE BILLING (2). **(Mandatory) (Mandatory when a collection agreement is issued under the Cooperative Funds Act.)**

Bill the cooperator Enter **appropriate one: quarterly, semi-quarterly, or lump-sum**, for funds sufficient to cover the costs for the specific payment period. All reimbursement billing shall be completed within the same fiscal year as Forest Service expenditures. Insert one of the following statements on overhead charges: Overhead at the rate of **NUMBER** % will be assessed, or Overhead will not be assessed.

Billings shall be sent to:

Name:

Address:

State, Zip Code:

Area Code and Phone Number:

**Keep with either clause:**

If payment is not received by the date specified on the Form FS-6500-89, Bill of Collection, the Forest Service shall exercise its rights regarding the collection of debts owed the United States.

**If a payment bond is required, add the following sentence:**

This includes conditions specified in associated payment bonds guaranteeing such payments.

**13. PAYMENT BOND REQUIREMENT. (Mandatory) (Mandatory when the collection agreement is over \$25,000 or more in the form of reimbursable payments under the Cooperative Funds Act and the cooperator is other than a State or local government.)**

Cooperator shall furnish and maintain a payment bond acceptable to the Forest Service in the amount of \$ **AMOUNT** before any work commences under this agreement.

**14. ENDORSEMENT. (Mandatory)** Any cooperator contributions made under this instrument do not by direct reference or implication convey Forest Service endorsement of the cooperator's products or activities.

**15. FOREST SERVICE LIABILITY. (Mandatory)** The Forest Service shall not be liable to the depositor or landowner for any damage incident to the performance of this agreement.

\_\_\_\_\_  
Name of Signatory

\_\_\_\_\_  
Date

Name of Organization

\_\_\_\_\_  
USDA, Forest Service

\_\_\_\_\_  
Date

Forest Supervisor  
Inyo National Forest

Forest Service Use:

Job Code: \_\_\_\_\_

**(Attach a financial plan as the final document incorporated into the agreement. The financial plan may be developed in different formats but, at a minimum, shall include a detailed break-down of total direct and indirect costs.)**

## **Appendix 16: Sample Business Plan**

# **The R5 Business Plan For Campground Concessions Pacific Southwest Region Of the USDA Forest Service**



**A Proposal in Response to  
the Campground Prospectus for:**

\_\_\_\_\_

**on the**

\_\_\_\_\_ **National Forest**

**Name of Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Company Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

Contents

Part I: The Business.....	PAGE #
Purpose and Goals.....	
Description of the Business.....	
Legal Structure.....	
Location of Your Business.....	
Market and Customers.....	
Competitive Analysis.....	
Management.....	
Personnel.....	
Part II: Financial Data.....	
Capital-Equipment List.....	
Start-Up Expenses.....	
Sources and Uses of Financing.....	
Monthly Cash Flow Projection.....	
Monthly Cash Flow Projection Spreadsheet.....	
Start-Up Balance Sheet.....	
Start-Up Income Statement Projection.....	
Start-Up Income Statement Projection Spreadsheet.....	
Part III: Historical Financial Reports for Existing Business.....	
Part IV: Supporting Documents.....	
Part V: Appendices.....	
Legal Organization.....	
Sole Proprietorship.....	
General Partnership.....	
Corporation.....	
Limited Partnership.....	
Limited Liability Company (LLC).....	

## Part I: The Business

### 1. Purpose and Goals:

- A. What is your purpose in pursuing this business?
- B. Define your business goals for the next year and what you foresee five years from now:

### 2. Description of the Business:

This section should describe the nature and purpose of the company, background on your industry, and what opportunities you see for your services.

- A. Brief description of the business:
- B. Briefly describe your knowledge of this industry:
- C. List the products and services you will provide:

### 3. Legal Structure:

There are several ways in which your business can be legally organized.

- A. How is your company legally organized? (Check appropriate box).

Sole Proprietorship  
General Partnership  
Corporation "C" Corp or "S" Corp  
Limited Partnership  
Limited Liability Company (LLC)  
Other

- B. Why is this legal organization most appropriate for your business?
- C. Does your operation require a state registration number? *YES* \_\_ *NO* \_\_.  
(If "Yes", include a copy of the registration in the Supporting Documents.)

Include any appropriate information, including shareholder or partnership agreements, in the Supporting Documents, and complete the following list of owners:

Name	Address	SSN	% Ownership

### 4. Location of Your Business:

Describe the planned geographical location of the business and discuss the advantages and disadvantages of the site location in terms of wage rates, labor availability, closeness to customers or suppliers, access to transportation, state and local taxes, laws, and utilities. Describe your approach to overcoming any problems associated with the location.

- A. Planned geographical location:
- B. Discuss advantages or disadvantages of the site location:
- C. Describe your approach to overcoming any problems:

## 5. Market and Customers:

The purpose of this section is to present sufficient facts to convince the evaluation team that your service has a substantial market and can achieve success in the face of competition. Discuss who the customers are for your service. Where are the major purchasers for the service?

- A. Describe your anticipated target market (e.g., age, income, hobbies, regional, national, international):
- B. Describe the size of the current total market and potential annual growth:
- C. Discuss your advertising campaign in terms of how, when, and where you will advertise, and estimated annual cost:

## 6. Competitive Analysis:

Make a realistic assessment of the strengths and weaknesses of your competitors. Compare the competing services on the basis of image, location, price, advertising, and other pertinent features. Discuss your key competitors and explain why you think that you can capture a share of their business. Discuss what makes you think it will be easy or difficult to compete with them.

- A. Identify your key competitors:
- B. Discuss their strengths and weaknesses.
- C. Compare your product or service on key areas. For each area of comparison rank yourself and your selected competitors on a scale of 1 (high) to 5 (low). Remember: no ties.

Area of Comparison	Competitors				
	You	A	B	C	D
Image					
Location					
Price					
Advertising					
Service					
Uniqueness					
Other					

- D. Why do you think you can compete with your competitors and capture a share of the market?

## 7. Management:

The evaluation team is looking for a committed management team with the proper balance of technical, managerial, and business skills and experience which supports your proposal. Be sure to include complete resumes for each key management member in the Supporting Documents section.

(Use additional pages and attach as necessary)

- A. List owners and key management personnel and their primary duties. If any key individuals will not be onboard at the start of the venture, indicate when they will join the staff.
- B. Discuss any experience when the above people have worked together that indicates how their skills complement each other and result in an effective management team.
- C. List the advisors and consultants that you have selected for your venture. Capable, reputable, and well-known supporting organizations can not only provide significant direct and professional assistance, but also can add to the credibility of your venture.

Accountant \_\_\_\_\_

Attorney \_\_\_\_\_



2. Start-Up Expenses:

Start-up expenses are the various costs it takes to open your doors for business:

Item	Cost
Total cost of capital equipment	\$ _____
Beginning inventory of operating supplies	_____
Legal fees	_____
Accounting fees	_____
Other professional fees	_____
Licenses and permits	_____
Remodeling and repair work	_____
Deposits (public utilities, etc.)	_____
Advertising	_____
Insurance	_____
Bonds	_____
Advance permit fees	_____
Other expenses:	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total Start-Up Expenses	\$ _____

3. Sources and Uses of Financing:

A. Sources of Financing:

Investment of cash by owners	\$ _____
Investment of cash by shareholders	_____
Investment of non-cash assets by owners	_____
Investment of non-cash assets by shareholders	_____
Bank loans to business: short term (one year or less)	_____
Bank loans to business: long term (more than one year)	_____
	_____
Small Business Administration loans	_____
Other sources of financing (specify)	_____
	_____
	_____
Total Sources of Financing	\$ _____

B. Uses of Financing:

Buildings	\$ _____
Equipment	_____
Initial inventory	_____
Working capital to pay operation expenses	_____
Noncash assets contributed by owners (use same amount as in Sources, above)	_____
Other assets (specify)	_____
	_____
	_____
	_____
Total Uses of Financing	\$ _____

### **C. Monthly Cash Flow Projection:**

The cash flow projection is the most important financial planning tool available to you. The cash flow projection attempts to budget the cash needs of a business and shows how cash will flow in and out of the business over a stated period of time. A cash flow deals only with actual cash transactions. Depreciation, a noncash expense, does not appear on a cash flow. Loan repayments (including interest), on the other hand, do, since they represent a cash disbursement.

NOTE: The Cash Flow Projection chart on the following page is required to be completed and submitted in the existing format.

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

Cash Flow Projection (or Cash Flow Budget) by Month: Year One

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1		Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	TOTAL
2	Cash Receipts													
3	Sales Receivables													
4	Wholesale													
5	Retail													
6	Other Services													
7	Total Cash Receipts													
8	Cash Disbursements													
9	Cost of Goods													
10	Variable Labor													
11	Advertising													
12	Insurance													
13	Legal and Accounting													
14	Delivery Expenses													
15	Fixed Cash Disbursements*													
16	Mortgages (Rent)													
17	Term Loan													
18	Line of Credit													
19	Other													
20	Total Cash Disbursements													
21														
22	Net Cash Flow													
23														
24	Cumulative Cash Flow													
25														
26	*Fixed Cash Disbursements													
27	Utilities													
28	Salaries													
29	Payroll Taxes and Benefits													
30	Office Supplies													
31	Maintenance and cleaning													
32	Licenses													
33	Boxes, Paper, etc.													
34	Telephone													
35	Miscellaneous													
36	Total FCD/Year													
37	FCD/Month													
38														
39	Cash on Hand													
40	Opening Balance													
41	+ Cash Receipts													
42	-Cash Disbursements													
43	Total = New Balance													

D. Start-Up Balance Sheet:

Balance sheets are designed to show how the assets, liabilities, and net worth of a company are distributed at a given point in time.

NOTE: The following Start-up Balance Sheet is required to be completed and submitted in the existing format.

Start-Up Balance Sheet

Assets:

Current Assets		\$ _____
Fixed Assets	\$ _____	
Less Accumulated Depreciation	\$ _____	
Net Fixed Assets		\$ _____
Other Assets		\$ _____
Total Assets		\$ _____

Footnotes:

Liabilities

Current Liabilities		\$ _____
Long-Term Liabilities		\$ _____
Total Liabilities		\$ _____

Net Worth or Owner's Equity		\$ _____
(Total assets minus total liabilities)		
Total Liabilities and Net Worth		\$ _____

Footnotes:

E. Start-Up Income Statement Projection:

Income Statements (also called Profit and Loss Statements) complement balance sheets. The income statement provides a moving picture of the company during a particular period of time. For most businesses (and for most bankers), income projections covering one to three years are more than adequate.

If you are in a start-up situation, look for financial-statement information and income ratios for businesses similar to yours. The Robert Morris Associates' Annual Statement Studies and trade association publications are two possible sources.

NOTE: The following Income Projection Statement is required to be completed and submitted in the existing format.

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

Income Projection by Month: Year One

	A	B	C	D	E	F	G	H	I	J	K
		Oct	Nov	Dec	Jan	Feb	March	April	May	June	July
1											
2											
3	Sales										
4	Wholesale										
5	Retail										
6	Total Sales:										
7											
8	Cost of Materials										
9	Variable Labor										
10	Cost of Goods Sold										
11											
12	Gross Margin										
13											
14	Operating Expenses										
15	Utilities										
16	Salaries										
17	Payroll Taxes and Benefits										
18	Advertising										
19	Office Supplies										
20	Insurance										
21	Maintenance and Cleaning										
22	Legal and Accounting										
23	Delivery Expenses										
24	Licenses										
25	Boxes, Paper, etc.										
26	Telephone										
27	Depreciation										
28	Miscellaneous										
29	Rent										
30	Total Operating Expenses:										
31											
32	Other Expenses										
33	Interest (Mortgage)										
34	Interest (Term Loan)										
35	Interest (Line of Credit)										
36	Total Other Expenses:										
37	Total Expenses:										
38											
39	Net Profit (Loss) Pre-Tax										

### **Part III: Historical Financial Reports for Existing Business**

#### **1. Each applicant is required to submit all four items listed below.**

- 1. Balance sheet (past three years)
- 2. Income statement (past three years)
- 3. Tax returns (past three years)
- 4. Current credit report from major credit bureau

### **Part IV: Supporting Documents**

#### **1. Each applicant is required to submit all five items listed below.**

- 1. Personal resumes of business owners, officers, and partners
- 2. Personal financial statements of business owners, officers, and partners
- 3. Bank or investor letters of intent to finance project
- 4. Copies of business leases pertinent to this business
- 5. Copies of all pertinent existing permits or licenses applicable to this business  
(Submit only the face pages of all current concession permits)

### **Part V: Appendices**

#### **Legal Organization:**

The more popular legal organizations and their reasons are outlined below

##### **1. Sole Proprietorship**

A sole proprietorship is a business owned by one person. This form of business is regulated by the state only in that some states requires you to register your trade name to do business as a sole proprietor. You do not have to register with the state if you are operating your business under your own full legal name. (Note: You must be licensed where required, and pay all appropriate taxes.)

Advantages:

Simple to start.

Easy to dissolve.

Owner makes all management decisions.

Pay only personal income tax; business entity not taxed separately.

Disadvantages:

Unlimited liability (owner legally liable for all debts, claims and judgments).

Difficulty in raising additional funds.

No one to share the management burden.

Impermanence (company can't be sold or passed on; however, you may sell or pass on assets of the company).

##### **2. General Partnership:**

A partnership is an association of two or more persons to carry on as co-owners of a business for profit. Some states require that you register your name if it is a trade name (not your full legal name). You must file state and Federal "information returns," but business income and losses flow through to the partners' personal taxes. The business pays no separate income taxes. Partners may share the

profits of the business (and the losses) on an equal basis, or may pro rate the proceeds as set forth in a Partnership Agreement. Whichever way you determine to share in the business, you need to have a written Partnership Agreement outlining the ownership, responsibilities, and eventualities of dissolution or liquidation for the business.

Advantages:

Simple to start.  
Fairly easy to dissolve.  
Additional sources of capital from partners.  
Broader management base.  
More opportunity for each partner to specialize.  
Tax advantages: no separate income tax.  
Limited outside regulation, compared to a corporation.

Disadvantages:

Unlimited financial liability for all general partners (some partners' personal debts can even be charged to the business).  
Difficulty in raising outside capital.  
Divided authority.  
Continuity problems (business dies when any partner leaves or dies, unless succession has previously been spelled out in a Partnership Agreement. Partnership terminates in the event of a personal bankruptcy on the part of any partner).  
Difficult to find suitable (compatible) partners.  
One partner may be responsible for the actions of another partner, regardless of whether that partner had prior approval.

3. Corporation:

There are two types of corporations generally recognized today: a regular "C" corporation, organized under the laws of the state in which you do business; and an "S" Corporation, so designated by the IRS and not necessarily recognized by your state.

A corporation is a business entity separate and distinct from its owner(s) or shareholder(s). You must file incorporation papers with the state of your choice. The corporation must file annual reports with the Secretary of State, and may have to file separate quarterly income tax returns. The corporation exists forever, can be bought and sold, and is regulated by the state.

"C" Corporation Advantages:

Limited liability (as long as you *act* like a corporation which means having a separate checking account and phone number, paying interest on any borrowed money, keeping up a corporate record book, filing annual reports, meeting with your Board of Directors at least annually, etc.).

Easier to bring in additional capital.  
Ownership is transferable.  
Company has continuous, perpetual existence.  
Possible tax advantages (seek adequate advice from a tax professional).  
Gives you more sense of permanence, thus more "weight," in the business world.

"C" Corporation Disadvantages:

More expensive to organize.  
Highly regulated.  
Extensive record-keeping requirements.  
Double taxation (corporation pays its own income taxes; if you pay yourself a salary or a dividend, you also pay personal income taxes).

Shareholders/Board of Directors may counter your management decisions.

#### "S" Corporation Advantages

Filing a Subchapter Selection with the Internal Revenue Service allows you to be taxed on your corporate profits through your personal tax return.

You still maintain the limited liability of a corporation.

If you have additional personal income against which to deduct company losses, or if your personal tax rate is lower than the corporate tax rate, this form may be advantageous for you. Again, please seek professional tax advice to make this determination.

#### "S" Corporation Disadvantages

There are some restrictions on "S" corporations, mainly in how you can sell your shares. You can have a maximum of 35 shareholders, all of whom must be U.S. citizens, and be individuals (not corporations).

You must request permission from the IRS to be an "S" corporation, and generally, must maintain the calendar year as your fiscal year.

#### 4. Limited Partnership

In a Limited Partnership, there are two kinds of partners: general partners, who carry full liability; and limited partners, who carry limited liability. Limited partners must make known, through filing with the Secretary of state that they indeed are limited partners, and they may not participate in the day-to-day management of the business. Again, as in the "S" Corporation, profits from Limited Partnerships are taxed through each partner's personal tax return. Limited partnerships are popular in industries where a great deal of "up-front" money is needed for projects that are expected to produce a high return, such as in real estate, energy, movie production, and sports teams.

#### 5. Limited Liability Company (LLC)

While wearing the corporate form, essentially, an "LLC" is similar to a Limited Partnership, except the general partner also carries limited liability. Profits are taxed through individual owners' personal tax returns. The advantage of this form over an "S" Corporation is that other corporations may be owners, and the "LLC" may also hold 100% ownership in subsidiary companies.

Be aware that LLC is a relatively new business form. Legal precedents have not been set to outline clearly all the legal and tax ramifications of this form of organization. If interested in becoming an "LLC" you are strongly urged to seek competent, professional legal and tax advice.

## **Appendix 17: Financial Forms FS6500 24, Financial Statement**



*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

PART A. BALANCE SHEET	CURRENT YEAR (MM/DD/YYYY)	PAST YEAR (MM/DD/YYYY)	THIRD YEAR (MM/DD/YYYY)
YEAR ENDED			
ASSETS			
CURRENT ASSETS:			
CASH			
RECEIVABLES-TRADE			
LESS ALLOWANCES FOR DOUBTFUL ACCOUNTS	< >	< >	< >
INVENTORIES (LIST MAJOR CATEGORIES):			
SUPPLIES AND MISCELLANEOUS			
MARKETABLE SECURITIES			
PREPAID EXPENSES			
SUPPLIES INVENTORY			
OTHER CURRENT ASSETS:			
TOTAL CURRENT ASSETS			
FIXED ASSETS:			
LAND			
BUILDINGS			
MACHINERY AND EQUIPMENT			
PLANT			
LEASEHOLD IMPROVEMENTS			
OTHER			
LESS ALLOWANCE FOR DEPRECIATION	< >	< >	< >
BOOK VALUE-FIXED ASSETS			
OTHER ASSETS:			
DEPOSITS-CASH			
DEPOSITS-SECURITIES			
TOTAL-OTHER ASSETS			
TOTAL ASSETS			

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

LIABILITIES AND OWNER EQUITY	CURRENT YEAR	PAST YEAR	THIRD YEAR
CURRENT LIABILITIES:			
ACCOUNTS PAYABLE-TRADE			
ACCRUED PAYROLL			
ACCRUED PAYROLL TAXES AND INSURANCE			
NOTES PAYABLE			
INCOME TAXES-CURRENT			
OTHER TAXES			
CURRENT PORTION OF LONG-TERM DEBT			
OTHER CURRENT LIABILITIES (SPECIFY):			
TOTAL CURRENT LIABILITIES			
OTHER LIABILITIES:			
DEFERRED INCOME TAXES			
LOANS FROM OFFICERS/PARTNERS			
LONG-TERM OBLIGATIONS-LESS CURRENT AMOUNT			
TOTAL OTHER LIABILITIES			
TOTAL LIABILITIES			
OWNER EQUITY:			
CAPITAL STOCK OUTSTANDING			
RETAINED EARNINGS (DEFICIT)			
PARTNERS' INVESTMENT (DEFICIT)			
TOTAL OWNER EQUITY			
TOTAL LIABILITIES AND OWNER EQUITY			

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

PART B. SUPPLEMENTAL DATA			
THIS STATEMENT IS ON THE-CASH BASIS	ACCRUAL BASIS		
INVENTORIES ARE-LIFO	FIFO	COST OR MARKET WHICHEVER IS LOWER	
NAMES OF CONTRACTORS OR SUB-CONTRACTORS USED (IF ANY):			
PART C. INCOME STATEMENT			
	CURRENT YEAR	PAST YEAR	THIRD YEAR
GROSS SALES			
LESS-RETURNS AND ALLOWANCES	< >	< >	< >
NET SALES			
LESS-COST OF GOODS SOLD	< >	< >	< >
GROSS PROFIT ON SALES			
LESS-SELLING EXPENSE	< >	< >	< >
NET PROFIT (LOSS) ON SALES			
GENERAL EXPENSE:			
OFFICERS SALERIES			
LEGAL AND OTHER PROFESSIONAL EXPENSE			
OFFICE EXPENSE			
TOTAL GENERAL EXPENSE			
NET OPERATING PROFIT (LOSS)			
ADD-OTHER INCOME			
LESS-INTEREST EXPENSE			
INCOME TAXES	< >	< >	< >
OTHER EXPENSE	< >	< >	< >
NET AMOUNT OF OTHER INCOME AND EXPENSE	< >	< >	< >
NET PROFIT (LOSS) FOR YEAR			
NOTE: Offers must set forth full, accurate, and complete information as required in this Financial Statement (including any attachments). The penalty for making false statements in this Financial Statement is prescribed in 18 U.S.C. 1001.			

<b>PART D (1): CERTIFICATION FOR CORPORATIONS OR PARTNERSHIPS</b>		
We, the undersigned, general officers (or members) of (insert name of corporation or partnership) being severally sworn, each declares that the above or attached financial statements are true and correct, and that it covers all of the financial affairs of said company (or) firm up to and including the date of (Month day, year)		
CERTIFYING OFFICIAL'S NAME AND TITLE	SIGNATURE (Sign in ink)	DATE
CERTIFYING OFFICIAL'S NAME AND TITLE	SIGNATURE (Sign in ink)	DATE
SWORN TO AND SUBSCRIBED before me this day of (Month/Year)		(Affix Notary Seal)
SIGNATURE	TITLE	
<b>PART D (2). CERTIFICATION FOR INDIVIDUALS</b>		
I swear (or affirm) that the above or attached financial statements are true and correct to the best of my knowledge.		
INDIVIDUAL'S NAME AND TITLE	SIGNATURE (Sign in ink)	DATE
SWORN TO AND SUBSCRIBED before me this day of (Month/Year)		(Affix Notary Seal)
SIGNATURE	TITLE	
<p>According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.</p> <p>The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).</p> <p>To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 975-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.</p> <p>The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.</p>		
<input type="checkbox"/> U.S. GPO: 1996-720-508		

**Appendix 18: Financial Forms FS6500 25, Request for Verification**

US DEPARTMENT OF AGRICULTURE, FOREST SERVICE FS-6500-25 (03/06)  
 REQUEST FOR VERIFICATION OMB No. 0596-0082  
 (Reference FSH 6509.18)

Instructions: Applicant - Complete items 1 thru 5. Forward directly to bank or lending institution.  
 Lender - Please complete Items 6 thru 15. Return directly to National Forest, ATTN:  
 National Forest,  
 ATTN:

**PART I - REQUEST**

1. TO: Name and Address of Bank or other Lending institutions

2. FROM: (Name and Address of Applicant)

**3. STATEMENT OF APPLICANT**

TYPE OF ACCOUNT	ACCOUNT NUMBER	CURRENT BALANCE
CHECKING ACCOUNT		
SAVINGS ACCOUNT		
OTHER		

I have applied for a timber sale contract or concessionaire permit (please cross one out) with the National Forest and state that my balance with the bank or lending institution named in Item 1 are as shown in Item 3. My signature below authorizes verification of the information. Your response is solely a matter of courtesy for which no responsibility is attached to your institution or any of your officers.

4. Signature of Applicant

5. Date / /

**PART II - VERIFICATION**

6. Does applicant have any outstanding loans?  
 Yes  No If yes, fill Item 7.

10. Is the account less than 2 months old?  
 Yes  No If Yes, fill in Item 11.

TYPES OF LOANS	MONTHLY PYMT.	PRESENT BALANCE	11. Date account was opened:
Secured			
Unsecured			

12. Payment Experience:  
 Favorable  Unfavorable  
 If unfavorable, please explain in remarks.

8. Is applicant's statement in Item 3 correct?  
 Yes  No If no, fill Item 9.

9. CURRENT BALANCES

CHECKING	SAVINGS

13. REMARKS:

THE INFORMATION ON THIS FORM IS CONFIDENTIAL. IT IS TO BE TRANSMITTED DIRECTLY, WITHOUT PASSING THOROUGH THE HANDS OF THE APPLICANT OR ANY OTHER PARTY.

14. Signature of bank or lending official.

15. Date / /

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0082. The time required to complete this information collection is estimated to average 5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (800) 975-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer. The Privacy Act of 1974 (5 U.S.C. 552a) and the Freedom of Information Act (5 U.S.C. 552) govern the confidentiality to be provided for information received by the Forest Service.

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## **Appendix 19: National Quality Standards for Recreation Site Management and Best Management Practices**

### **(formerly known as Meaningful Measures Standards)**

National Quality Standards for developed sites have been established for the Key Measures: Health and Cleanliness, Safety and Security, Condition of Facilities, Responsiveness, Resource Setting. Critical National Standards are identified with an asterisk (\*). If not met, the resulting conditions pose a high probability of immediate or permanent loss to people or property.

#### **Key Measure: HEALTH AND CLEANLINESS**

1. \*Visitors are not exposed to human waste.
2. \*Water, wastewater, and sewage treatment systems meet federal, state and local water quality regulations.
3. Garbage does not exceed the capacity of garbage containers.
4. Individual units and common areas are free of litter including domestic animal waste.
5. Facilities are free of graffiti.
6. Restrooms and garbage locations are free of objectionable odor.
7. Constructed features are clean.

#### **Key Measure: RESOURCE SETTING**

8. \*Effects from recreation use do not conflict with environmental laws (such as ESA, NHPA, Clean Water, TES, etc).
9. Recreation opportunities, site development, and site management are consistent with Recreation management system (ROS, SMS, BBM) objectives, development scale, and the Forest land management plan.
10. Landscape character at the developed recreation site is consistent with the Forest scenic integrity objectives.

11. Visitors and vehicles do not exceed site capacity.

**Key Measure: SAFETY & SECURITY**

12. \*High-risk conditions do not exist in developed recreation sites.
13. \*Utility inspections meet federal, state, and local requirements.
14. Laws, regulations and special orders are enforced.
15. Visitors are provided a sense of security

**Key Measure: RESPONSIVENESS**

16. \*When signed as accessible, constructed features meet current accessibility guidelines.
17. Visitors feel welcome.
18. Information boards are posted in a user-friendly and professional manner.
19. Visitors are provided opportunities to communicate satisfactions (needs, expectations).
20. Visitor information facilities are staffed appropriately during seasons of use and current information is available.
21. Recreation site information is accurate and available from a variety of sources and outlets.

**Key Measure: CONDITION OF FACILITIES**

22. Constructed features are serviceable and in good repair throughout the designed service life.
23. Constructed features in disrepair due to lack of scheduled maintenance, or in non-compliance with safety codes (e.g. life safety, OSHA, environmental, etc.) or other regulatory requirements (ABA/ADA, etc.), or beyond the designed service life, are repaired, rehabilitated, replaced, or decommissioned.
24. New, altered, or expanded constructed features meet FS design standards and are consistent with an approved site development plan, including an accessibility transition plan.

**Public Service Maintenance Standards**

The following standards should be met in sites offering services to the public. These standards are necessary to ensure a pleasant recreation experience for the visitor.

25. Toilets, showers, and dressing areas
  - Toilet bowls, risers, seats, seat covers, and urinals free of deposits on surfaces
  - Building interiors free of dirt, trash, graffiti, insects (dead and alive), and spider webs
  - Floors free of standing water
  - Chromeware clean and bright
  - Toilet paper, towels, and seat covers (where provided), stocked to last until next day and/or cleaning
  - Unpleasant odors (both sewage and chemical) minimized
26. Toilets and other buildings (exterior)
  - Walkways and trails clean and clear of obstructions for public safety and accommodating people with disabilities
  - Floor mats clean
  - Exterior walls free of graffiti
  - Roof generally free of leaves and branches
  - Eaves free of wasp nests, bird nests, and spider webs
27. Toilet vaults

Vaults not more than three-fourths full  
During pumping, the vaults should be cleaned as thoroughly as possible to help prevent the production of odors.

28. Tables and benches

Tops and seats free of dirt, grease, and large carvings  
Under portion free of spider webs, etc.  
Tops, seats, and legs secure and functional

29. Fireplaces, char-grills, fire rings, and stoves

No more than half-full of ashes  
All ashes and partially burned wood confined to fireplace or grill  
Grill surface free of grease and food particles at time of ash removal  
Pedestals and bases straight and secure, and components functional  
Leftover firewood stacked beside unit.

30. Garbage cans and depositories

Plastic liner half-full or less  
Cans clean on the outside; all litter and debris picked up around cans or container

31. Hand-pumps, fountains, and hydrants

All units free of grease or residue  
All units secure and drip-free  
Catch basins (drains) free of food particles, soaps, grease, debris, standing water, and functioning properly

### **Best Management Practices**

Best Management Practices (BMP's) to protect soil and water quality that are applicable to all campgrounds. Implementing and monitoring the effectiveness of BMP's is important to meet requirements and agreements the Forest Service is responsible for as directed by the State of California Water Quality Control Board (Basin Plans) and the Federal Clean Water Act, Section 208 and 319 and the Environmental Protection Agency.

Applicable Best Management Practices for Developed Sites (to be implemented into permit conditions/operating plan)

### **Surface Erosion Control at Facility Sites (PRACTICE: 2-28)**

- Objective: Reduce the amount of surface erosion taking place on developed sites and the amount of soil entering streams.
- Explanation: On lands developed for administrative sites, ski areas, campgrounds, parking areas, or waste disposal sites, substantial acreage may be cleared of vegetation. Erosion control methods must be implemented to keep the soil in place, and to minimize suspended sediment delivery to streams. Some examples of erosion control methods that could be applied at a site for keeping the soil in place would be applying grass seed, erosion blankets, tackifiers, hydromulch, paving, or rocking of the roads, water bars, cross drains, or retaining walls.

To control the amount of soil entering streams, the natural drainage pattern of the area should not be changed; sediment basins and sediment filters will be established to filter surface runoff; and diversion ditches, and berms will be built to divert surface runoff around bare areas. Construction activities will be scheduled to avoid periods of the year when heavy runoff is likely to occur.

- **Implementation:** This management practice is used as a preventative and remedial measure for any site development project that will remove the existing vegetation and ground cover and leave exposed soil. This practice is applied during the planning phase for NFS projects, or by special use permit requirements for private development on public land.

Mitigation measures will be developed by the IDT and incorporated in the project by the design engineer. Project crew leaders and supervisors will be responsible for implementing force account projects to construction specifications and project criteria.

Contracted projects are implemented by the contractor or operator. Compliance with plans, specifications, and operating plans is ensured by the COR, ER, and FSR.

#### **Control of Sanitation facilities (PRACTICE: 4-4)**

- **Objective:** The objective is to protect surface and subsurface water from bacteria, nutrients, and chemical pollutants resulting from the collection, transmission, treatment and disposal of sewage at Forest Service sites.
- **Explanation:** Toilet facilities are provided at developed recreation sites. The type and number depends on the capacity of a given site. Sanitation facilities (which may vary from a portable toilet to a sophisticated treatment plant) will be planned, located, designed, constructed, operated, inspected and maintained to minimize the possibility of water contamination. Toilet facilities may also be made available at dispersed sites with the same goal of preventing water contamination.
- **Implementation:** The appropriate disciplines will perform field investigations to evaluate soil, geological, vegetative, climatic, and hydrological conditions. The location, design, inspection, operation and maintenance must be performed, or controlled by qualified personnel who are trained and familiar with the sanitation system and operational guidelines. Proximity of toilets to open water and other sensitive areas will follow guidelines.
- State and local authorities will be consulted prior to the installation of new sanitation facilities, or modification of existing facilities to ensure compliance with all applicable State and local regulations. All phases of sanitation management (planning, design, inspection, operation, and maintenance) will be coordinated with State and local Health Departments and RWQCB representatives.

### **Control of Solid Waste Disposal (PRACTICE: 4-5)**

- Objective: The objective is to protect water from nutrients, bacteria, and chemicals associated with solid waste disposal.
- Explanation: Encourage the users of NFS recreation facilities to cooperate in the proper disposal of solid waste, and to burn their combustible trash in fireplaces, or stoves. Receptacles are provided for unburnables at most developed sites. Garbage and trash must be “packed out” by those who use dispersed sites and wilderness areas where receptacles are not available.
- Implementation: The final disposal of collected garbage will be at properly designed and operated county, or state sanitary landfill. Each landfill site will be located where groundwater and surface waters are at a safe depth and distance from the site, as prescribed in the provisions of the California Administrative Code, Title 23, chapter 3, Subchapter 15, and the State, or local regulations.

### **Sanitation at Hydrants and Water Faucets Within Developed Recreation Sites**

#### **(PRACTICE: 4-8)**

- Objective: To maintain high water quality standards around hydrants and faucets, which provide water for consumptive use in developed recreation site.
- Explanation: The regulations prohibit the cleaning, or washing of any personal property, fish, animal, or food at a hydrant, or at a water faucet not provided for that purpose. The public must be informed of their responsibilities concerning sanitary regulations. Acceptable designated cleaning areas are located away from consumptive water sources and where effluent from the washing operation can be disposed of properly.
- Implementation: The Forest Officer authorized to administer developed recreation site regulations will inform the public of their sanitary responsibilities by posting signs, on recreation site bulletin boards and at hydrants or faucets, by notices in newspapers and by person contact. Authorized Forest Officers may issue citations to violators.

### **Protection of Water Quality Within Developed and Dispersed Recreation Areas**

#### **(PRACTICE: 4-9)**

- Objective: To protect water quality by regulating the discharge and disposal of potential pollutants.
- Explanation: This practice prohibits placing in, or near a stream, lake, or other water body, substances which may degrade water quality. This includes, but is not limited to, human and animal waste, petroleum products, other hazardous substances and sediment eroded from the site. Areas will be closed in order to restrict use or until the problem is mitigated.
- Implementation: Encourage the public through the use of signs, pamphlets, and public contact to conduct their activities in a manner that will not degrade water quality. Forest officers may accept and act on violations observed and reported by private citizens. Forest Officers may issue citations to violators.

## **Appendix 20: Water & Sewer System Operation Requirements**

Upon selection, the successful applicant will be given a comprehensive guide to the water and sewer system operation of the campgrounds which includes maps and opening and closing procedures. This information will be available for review upon request at the Inyo Forest Supervisors Office (Engineering) and the Mammoth and Mono Lake District Recreation offices.

### **Complex's # 1,2,3, Water Systems**

All water systems in this Prospectus are limited to wells and holding tanks with gravity fed or pressurized hydrants. The holder may choose to operate the system entirely or enter a collection agreement and have the Forest Service operate the system. A third option is for the holder to perform the routine tasks and enter a collection agreement for the Forest Service to provide assistance for major and emergency repairs. See "Water System Operations/Maintenance Requirements" following this section.

**NOTE: Operational requirements that are listed as holder requirements or work required of the concessionaire. The concessionaire may take the option of having the FS operate the systems, except the buildings and hose bibs, through a collection agreement. Under a collection agreement, the Holder will perform the following operational requirements for buildings and hose bibs: repairing, unplugging, and maintaining all wastewater drain lines in the buildings including the floor drains, toilet and sink traps, water closets, vent lines, and chase wastewater plumbing; and maintaining, repairing and replacing the building water system from the building shut off to and in the building including but not limit to faucets, valves, waterlines, toilets, flush valves, water hydrants, and lavatories. This work will also include winterizing the water and waste water systems in the toilet buildings. Damage to pumps and water lines from improper winterizing or negligence will be the holders responsibility.**

A cost estimate for the FS to operate the systems through a collection agreement is at the end of this section.

### **Complex #1 Rock Creek and Convict Area Campgrounds**

- French Camp: This water system supplies water for French Camp & Holiday campgrounds and trailer dump station. It has a well, large storage tank and distribution system
- Tuff: This water system supplies water for Tuff campground. It has a well, and distribution system.

- Big Meadow: This water system supplies water for Big Meadow, Iris Meadow, and Aspen Group Camp. It has a well, and distribution system
- East Fork: This water system supplies water for East Fork, Pine Grove, Upper Pine Grove, and Palisade Group campgrounds. It has a well, large storage tank and distribution system
- Rock Creek Lake: This water system supplies water for Rock Creek Lake campground. It has a well, and distribution system.
- Rock Creek Lake Group: This water system supplies water for Rock Creek Lake Group campground. It has a well, and distribution system.
- McGee Creek: This water system supplies water for Rock Creek Lake campground. It has a solar well, storage tank, and distribution system.
- Convict Lake: This water system supplies water for Convict Lake campground, Convict Lake Resort, and the sewer plant. It has a well, and distribution system.

## **Complex #2 Bishop and Big Pine Area Campgrounds**

- Bitterbrush: This water system supplies water for Rock Creek Lake campground. It has a solar well, storage tank, and distribution system.
- Big Trees: This water system supplies water for Big Trees campground and the sewer plant. It has a well and distribution system.
- 4 Jefferies: This water system supplies water for 4 Jefferies campground. It has a well, storage tank, and distribution system.
- Bishop Creek Aspendell well and storage tank supplies water to Bishop Park, Bishop Park Group, Intake II, Lower Intake II, and Forks Campgrounds. There is a well with a 35,000 gallon storage tank and distribution system.
- Sabrina: This water system supplies water for Sabrina campground. It has a well, and distribution system.
- North Lake: This water system supplies water for North Lake campground. It has a horizontal well, and distribution system.
- Sage Flat: This water system supplies water for Sag Flat campground. It has a solar well, storage tank, and distribution system.

- Upper Sage Flat: This water system supplies water for Upper Sage Flat and the 2 group campgrounds. It has a solar well, storage tank, and distribution system.
- Big Pine Creek: This water system supplies water for the Big Pine Creek campground only. It has a solar well, storage tank, and distribution system.

### **Complex #3 Mt Whitney and Onion Valley Area Campgrounds**

- Lone Pine: This water system supplies water for Lone Pine and the group campgrounds. It has a solar well, storage tank, and distribution system.
- Whitney Portal water system is a large gravity flow system that is supplied from a closed spring. This system supplies water to the whole area, the Store, all the campgrounds, and a Recreational Residences Tract.
- Grays Meadow: This water system supplies water for both upper and lower Grays Meadow campgrounds. It has a solar well, storage tank, and distribution system.
- Onion Valley: This water system supplies water for Onion Valley campground. It has a solar well, storage tank, and distribution system.

### **Back up generators to solar provided by concessionaire**

## **Water Systems Maintenance/Operation Requirements**

The holder is required to operate and maintain water systems in the permit area and be in compliance with applicable federal, state and local drinking water laws and regulations for operation and maintenance of a public water system. The holder is responsible for water testing and preparing the required reports, and maintaining the required records. The holder is also responsible for follow-up testing and additional procedures to be taken when test results are inadequate. Appendix 10: *Sample Special Use Permit, Form FS-2700-4h*; Appendix F: *Operation of Federally Owned Drinking Water Systems* describes the testing, documentation and notification requirements associated with operation of the water systems.

The developed sites included in this offering have potable water systems. The water systems must be operated by a water system operator currently certified by the State of California. This will require D1 Water Distribution System license and may require a Class 1 (T1) Water Treatment Operator license. It is the responsibility of the holder to ensure that these water systems are properly shut down prior to the winter season and then turned back on before

opening the sites. The holder is required to be knowledgeable with the different water systems so he/she can be prepared to service and maintain them.

Before water from a seasonal system is served to any employee or the public, the following steps will be performed on the system:

Clean the inside of the well and/or storage tank, where applicable.

Thoroughly flush the entire system, to remove any foreign matter.

A chlorine solution that tests in excess of 10 ppm at the most distant hydrant shall be distributed throughout the system and allowed to sit for a minimum of 24 hours, to sanitize the system.

Satisfactory "safe" bacteriological test results must be obtained through an approved testing laboratory for bacterial, nitrate, and other applicable testing as required by regulations. Tests cannot be taken until 72 hours after flushing the chlorine solution from the system.

The holder is responsible for compliance with all applicable Federal, state, and local drinking water laws and regulations for the operation and maintenance of a public water system. This includes the testing and maintenance of all potable water systems in accordance with County, State and Federal regulations. If current regulations change and it becomes necessary to perform more or different tests, the holder will be responsible for compliance and payment of all associated fees. The holder is responsible for all repairs of the water systems which are caused by vandalism, natural events, forces of nature, and events attributed to holder actions or negligence.

Currently, water-testing requirements call for bacteriological water samples to be taken at least monthly and delivered to an approved testing laboratory. One bacteriological sample must also be taken prior to opening to the public. A Nitrate/Nitrite test for each potable water system is also required. In the event of an "unsafe" sample, the holder is required to complete all required notifications and retesting.

Wells, well boxes, valves, electrical systems, pumps, solar panels, and distribution systems shall be maintained as needed. Any rodent- access holes should be sealed. All leaking water line breaks must be repaired in a timely manner.

Water systems shall be shut down prior to freezing temperatures, according to the procedures required for each individual system. These procedures include draining storage tanks, water lines, hydrants, faucets, etc. It is sometimes necessary to drain lines additionally by pressurizing them with an air compressor/generator. Valves, water lines, or other system parts that break due to any water being left in the system and subsequently freezing over winter shall be the responsibility of the holder.

**Water Maintenance/Operation Requirements (all systems)**

**The following is a list of the maintenance requirements. The estimated frequency is only an estimate and the actual frequency of this work may vary greatly.**

<b>Maintenance Requirement</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Flush, chlorinate, and start the campground water system in the spring.	Yearly for spring startup	
Drain water systems including water tanks	Yearly for fall shutdown	
Take water sample for coliform bacteria testing	Monthly	
Take water samples for Nitrite Test and have it analyzed	Once every 3 years	
Exercise all water valves	yearly	
Repair waterline breaks and repair water valves.	As necessary	As necessary, 1 per year
Repair water pump, well down pipe, electric service for water pump including controller.	As necessary	As necessary, 1 repair every 2 years
Flush and clean water tanks.	Once a year	

**Wastewater Maintenance/Operation Requirements**

The holder must comply with all the requirements of the wastewater discharge requirements stated in the Waste Discharge Permit from the State Water Quality Control Board. In addition the facility must be in compliance with all Federal, State, County, and Local laws and regulations. The Holder will be responsible for making necessary corrections to keep the system operation and within the required waste discharge requirements. All facilities must be kept in a clean, clutter free, operable, visually pleasing condition.

Wastewater system operator must have a California Grade I Wastewater Operator Certificate and have Confined Space Entry training meeting Cal OSHA requirements. Operator will responsible for maintenance, service, repair, and operation of all wastewater treatment and collection facilities, including but not limited to lift stations, lift station pumps, electrical service and controls, septic tanks, sewer collection facilities, manholes, sewer lines, and leach fields. Operator must have knowledge of pumps, valves, septic tanks, leach fields, sewage collection facilities, electrical wiring and controls, lift station operations, troubleshooting lift stations and sewage treatment facilities, and Federal, State, County and local laws and regulation regarding the Operation and Maintenance of Sewage treatment infrastructure and related facilities.

A knowledgeable backup operator must be available to cover the facilities during the primary operator’s absence. A certified operator must be available for emergencies.

**The following is a list of the maintenance requirements. The estimated frequency is only an estimate and the actually frequency of this work may vary greatly.**

<b>Maintenance Requirement</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Remove weeds from facility areas	As necessary	As necessary
Check/service/repair/rebuild electrical as necessary including wiring, circuit breakers, starters, capacitors, circuit boards, switches, motors, etc.	As necessary	As necessary, 2 repairs per year
Repair sewer line breaks and/or plugs	As necessary	As necessary, 1 repairs per year
Repair/replace lift station pump hose	As necessary	As necessary, 1 repair per year
Clean out manholes	As necessary	As necessary – 2 per year
Inspect Manholes	Once a year	
Hydro flush sewer line	As necessary	As necessary, once every 5 years
Lift Stations check and cycle pumps by lifting floats	Check pumps daily cycle floats weekly	
Break up solids and hose out lift stations	weekly	
Clean out and flush lift station tanks in the fall and draw down to minimum level. Pump out remaining sewage. Shut down pumps.	Yearly for the Fall shutdown	
Start and test lift stations	Yearly for spring startup	
Pull & remove debris plugging lift station pumps when plugged	As necessary	As required, 5 plugs per year
Service/rebuild lift station pumps	As necessary	As required, 1 per year
Check/service/repair/rebuild electrical as necessary including wiring, circuit breakers, starters, relays, capacitors, circuit boards, switches, fuses, hour meters, motors, etc. for lift stations	Check weekly	As required, 1 repair per year
Report any adverse conditions, such as spills, illegal dumping, out of compliance conditions to the required agencies	As necessary	As required, estimate once every 5 years
Respond to emergency/trouble calls	As necessary	1 per month

## **Estimated Cost for Optional Collection Agreements**

*These are estimated costs based on current information available. Actual cost may vary.*

The Government will operate and maintain the water and wastewater treatment/collection facilities with the exception that the Holder will be responsible for the buildings and hose bibs which will include: repairing, unplugging, and maintaining all wastewater drain lines in the buildings including the floor drains, toilet and sink traps, water closets, vent lines, and chase wastewater plumbing; and maintaining, repairing and replacing the building water system from the building shut off to and in the building including but not limit to faucets, valves, waterlines, toilets, flush valves, water hydrants, and lavatories. This work will also include winterizing the water and waste water systems in the toilet buildings. Maintenance and pumping of vault toilets will also be the responsibility of the concessionaire.

Upon expiration of the collection agreements, unspent funds will be refunded to the holder.

### **Government Operated Wastewater System Costs for Complex # 1 # 2**

*This is an estimate only based on 2011 overhead rates and salaries: actual costs may vary.*

Amendments made to collections agreements during the course of the agreement will affect a change in the burden rate to be reset to the current burden rate for that year.

**To Account for complexity, inflation, and increasing costs, the yearly fee will be increase by \$400/year.**

### **Costs for Wastewater (Sewer Plant) By Complex**

These wastewater facilities provide service for other users. The costs listed in the tables below show total cost for the operations. The cost for the campground use is broke out by percent of use and season. In Complex #1 the cost for the Rock Creek area would be 60% of \$50,298.33 for a cost of \$30,179. The cost of Convict Lake would be 50% of \$59, 9888.72 for a cost of \$29,995. In Complex # 2 Bishop Creek would be 33% of \$99,718.23 for a cost of \$33,239.

**Complex # 1 Rock Creek and Convict Lake based on 60% for Rock Creek and 50% for Convict Lake**

**\$60,174**

**Complex #2 Bishop Creek based on 33%**

**\$33,239**





*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

<b>Rock Creek WWTP Maintenance Requirements</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Take and record DO and PH test	Weekly	
Check communitor and remove debris as necessary	Daily 7 days/week	
Check flow reading and record in log book	Daily 7 days/week	
Take an influent sample and analyze for 5 chemical constituents	Monthly	6 times per year
Take an effluent sample and analyze for 11 chemical constituents	Quartly	
Take a monitoring well sample and analyze for 13 chemical constituents, including volatile and semi-volatile organic compounds	Semi-annually	
Remove and clean aerators, check cables and maintain as necessary	Annually	
Service and repair floats as necessary		Semi-annually
Clean off effluent screen from pond		Bi-weekly
Pump out septic tank at plant	Every 4 years	
Pump out dump station septic tank		As necessary, semi-annually
Remove sludge from ponds	Every 5 years	
Building maintenance	Yearly	
Hose down and clean communitor building	Weekly	
Sweep and clean lab and storage buildings	Weekly	
Check and repair fence	Bi-weekly	As necessary, 5 repairs per year
Check/service/repair/rebuild electrical as necessary including wiring, circuit boards, switches, motora, etc. at treatment plant	Bi-weekly	As necessary, 2 repairs per year
Repair sewer breaks and plugged sewer line for treatment plant and sewage collection system including underground lines		As necessary, 3 repairs per year
Repair hose bibs including replacing seals within the treatment plant		As necessary, 1 repair per year
Clean out manholes		As necessary, 10 per year
Inspect manholes	Yearly	
Hydro flush sewer line	6 sections per year	
Lift Stations - check and cycle pumps by lifting floats	Weekly	
Clean out and flush lift station tanks in the fall and draw down to minimum level. Shut down pumps.	Yearly at fall shutdown	
Start and test lift station	Yearly at spring startup	
Pull and remove debris plugging lift station pumps when plugged		As necessary, 2 plugs per year
Service/repair/rebuild lift station pumps as necessary		As necessary, 3 repairs & 1 rebuild per year
Check/service/repair/rebuild electrical as necessary including wiring, circuit boards, switches, motors, etc. for lift stations	Weekly	As necessary, 4 repairs per year

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

<b>Rock Creek WWTP Maintenance Requirements, continued</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Prepare monthly reports and submit to State Water Quality Control Board	Monthly	
Report any adverse conditions, such as spills, illegal dumping, out of compliance conditions to required agencies		As necessary, 1 per year
Respond to emergency/trouble calls		1 per month
Repair of HDPE pond liner		As necessary, 1 area every 2 years
<b>Rock Creek Water System Maintenance Requirements</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Clean out tank at French Camp, East Fork and Pine Grove	Annually	

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

<b>Government Costs to Operate Convict WWTP - ANNUALLY (180 days/year)</b>									
<b>Description</b>	<b>Rates</b>								<b>Annual Cost</b>
Operator 1 Salary	@	3 HOURS/DAY	x	\$ 39.06	/HOUR	x	90 DAYS/YEAR	=	\$ 10,546.20
Operator 2 Salary	@	3 HOURS/DAY	x	\$ 34.71	/HOUR	x	90 DAYS/YEAR	=	\$ 9,371.70
Operator Maintenance Training & Certification	@	\$ 550.00	/YEAR/OPERATOR	x	2 OPERATORS	=			\$ 1,100.00
Vehicle Mileage	@	72 MILES/DAY	x	\$ 0.69	/MILE	x	180 DAYS/YEAR	=	\$ 8,942.40
Vehicle Operations & Replacement	@	3 MONTHS	x	\$ 366.00	/MONTH			=	\$ 1,098.00
Dump Truck Operating Cost	@	150 MILES/YEAR	x	\$ 1.58	/MILE			=	\$ 237.00
Truck Tractor Operating Cost	@	150 MILES/YEAR	x	\$ 1.38	/MILE			=	\$ 207.00
Stake Truck Operating Cost	@	150 MILES/YEAR	x	\$ 0.82	/MILE			=	\$ 123.00
Backhoe Operating Cost	@	20 HOURS/YEAR	x	\$ 15.48	/HOUR			=	\$ 309.60
Alarm System Monitoring Fee	@	\$ 300.00	/YEAR					=	\$ 300.00
WWTP Laboratory Testing Fee	@	\$ 2,800.00	/YEAR					=	\$ 2,800.00
WWTP Permit Fees	@	\$ 2,618.00	/YEAR					=	\$ 2,618.00
Water System Laboratory Testing Fee	@	\$ 333.00	/YEAR					=	\$ 333.00
Water System Permit Fees	@	\$ 552.00	/YEAR					=	\$ 552.00
Pumps, Parts, Misc Supplies, Line Breaks	@	\$ 4,000.00	/YEAR					=	\$ 4,000.00
Telephone	@	\$ 300.00	/YEAR					=	\$ 300.00
Electricity (plan, lift station, water well)	@	\$ 8,000.00	/YEAR					=	\$ 8,000.00
								<b>ANNUAL OPERATING COST</b>	<b>= \$ 50,837.90</b>
								<b>OVERHEAD &amp; BURDEN (18%)</b>	<b>= \$ 9,150.82</b>
								<b>TOTAL OPERATING COST</b>	<b>= \$ 59,988.72</b>

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

<b>Convict WWTP Maintenance Requirements</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Take and record DO and PH test	Weekly	
Check communitor and remove debris as necessary	Daily 7 days/week	
Check flow reading and record in log book	Daily 7 days/week	
Take an effluent sample and analyze it for biochemical oxygen demand, settleable solids and nitrate nitrogen	Monthly, during operation period	6 times per year
Take an effluent sample and analyze for purgeable, base extractable and acid extractable organics.	Annually	
Remove and clean aerators, check cables and maintain as necessary	Annually	
Service and repair floats as necessary		Semi-annually
Clean off effluent screen from pond		Bi-weekly
Remove sludge from ponds	Every 5 years	
Building maintenance	Yearly	
Hose down and clean communitor building	Weekly	
Sweep and clean lab and storage buildings	Weekly	
Check and repair fence	Bi-weekly	As necessary, 5 repairs per year
Check/service/repair/rebuild electrical as necessary including wiring, circuit boards, switches, motora, etc. at treatment plant	Bi-weekly	As necessary, 2 repairs per year
Check/service/repair effluent percolation disposal field. Work includes replacing signs, unplugging effluent lines, exercising valves,		As necessary, 2 repairs per year
Repair sewer breaks and plugged sewer line for treatment plant and sewage collection system including underground lines		As necessary, 3 repairs per year
Repair hose bibs including replacing seals within the treatment plant		As necessary, 1 repair per year
Clean out manholes		As necessary, 10 per year
Inspect manholes	Yearly	
Hydro flush sewer line	2 sections per year	
Lift Stations - check and cycle pumps by lifting floats	Weekly	
Clean out and flush lift station tanks in the fall and draw down to minimum level. Shut down pumps.	Yearly at fall shutdown	
Start and test lift station	Yearly at spring startup	
Pull and remove debris plugging lift station pumps when plugged		As necessary, 2 plugs per year

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

<b>Convict WWTP Maintenance Requirements, continued</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Service/repair/rebuild lift station pumps as necessary		As necessary, 3 repairs & 1 rebuild per year
Check/service/repair/rebuild electrical as necessary including wiring, circuit boards, switches, motors, etc. for lift stations	Weekly	As necessary, 4 repairs per year
Repair of HDPE pond liner		As necessary, 1 area every 2 years
Prepare monthly reports and submit to State Water Quality Control Board	Monthly	
Report any adverse conditions, such as spills, illegal dumping, out of compliance conditions to required agencies		As necessary, 1 per year
Respond to emergency/trouble calls		1 per month
<b>Convict Water System Maintenance Requirements</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Flush, chlorinate and start the campground water system in the spring	Yearly for spring startup	
Drain water system and winterize all traps including lavatories and water closets	yearly for fall shutdown	
Take coliform bacteria samples and have it analyzed	Monthly	
Take nitrate samples and have it analyzed	Yearly	
Take a nitrite sample and have it analyzed	Every 3 years	
Exercise all water valves	Yearly	
Repair waterline breaks and repair water valves		As necessary, 2 repairs per year
Repair water pump, well pipe, electric service for water pump including controller		As necessary, 1 repair per year
Flush and clean water tank		As necessary, 1 time per year



*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

<b>Bishop Creek WWTP Maintenance Requirements</b>	<b>Required Frequency</b>	<b>Estimated Frequency</b>
Take and record DO and PH test	Weekly	
Check communitor and remove debris as necessary	Daily 7 days/week	
Check flow reading and record in log book	Daily 7 days/week	
Take an effluent sample and analyze for 5 chemical constituents	Monthly	
Take an effluent sample and analyze for 7 chemical constituents	Semi-annually	
Take an effluent sample and analyze for 2 chemical constituents	Annually in summer	
Take an effluent sample and analyze for 4 chemical constituents	Every 5 years	
Aerator maintenance, check cables and maintain as necessary		Semi-annually
Service and repair floats as necessary		Semi-annually
Clean off effluent screen from pond		Bi-weekly
Remove sludge from ponds	Every 5 years	
Building maintenance	Yearly	
Hose down and clean communitor building	Weekly	
Sweep and clean lab and storage buildings	Weekly	
Check and repair fence	Bi-weekly	As necessary, 5 repairs per year
Check/service/repair/rebuild electrical as necessary including wiring, circuit boards, switches, motora, etc. at treatment plant	Bi-weekly	As necessary, 2 repairs per year
Check/service/repair/rebuild pumps at treatment plant	Weekly	As necessary, 5 repairs & 1 rebuild per year
Repair sewer breaks and plugged sewer line for treatment plant and sewage collection system including underground lines		As necessary, 3 repairs per year
Repair hose bibs including replacing seals within the treatment plant		As necessary, 1 repair per year
Clean out manholes		As necessary, 10 per year
Inspect manholes	Yearly	
Prepare monthly reports and submit to State Water Quality Control Board	Monthly	
Report any adverse conditions, such as spills, illegal dumping, out of compliance conditions to required agencies		As necessary, 1 per year
Respond to emergency/trouble calls		1 per month
Repair of HDPE pond liner		As necessary, 1 area every 2 years

**Government Operated Water System Costs**

***This is a sample estimate only based on 2011 overhead rates and salaries: actual costs may vary.***

The Government will operate and maintain the water system facilities with the exception that the Holder will be responsible for the buildings and hose bibs which will include: repairing, unplugging, and maintaining all wastewater drain lines in the buildings including the floor drains, toilet and sink traps, water closets, vent lines, and chase wastewater plumbing; and maintaining, repairing and replacing the building water system from the building shut off to and in the building including but not limit to faucets, valves, waterlines, toilets, flush valves, water hydrants, and lavatories. This work will also include winterizing the water and waste water systems in the toilet buildings. Maintenance and pumping of vault toilets will also be the responsibility of the concessionaire.

The government will operate the water system facilities as shown above for the total yearly fee shown below.

Operator Salary 4 hours/week x 15 weeks x \$39.06/hour.....	\$ 2,343
Water Lab. Fees.....	\$ 1,200
Vehicle Mileage 140 miles/day x 15 days x \$.69/mile.....	\$ 1,449
Vehicle FOR (Fixed Rate).....	\$ 400
Permit Fee.....	\$ 1,000
Tank Cleaning x 2 tanks (900 gal, 5,000 gal) .....	\$ 900
Electricity for water pump (1) .....	\$ 600
Misc. Expenses, Parts, and Equipment repair.....	\$ 800
Subtotal .....	\$ 8,692
2008 Burden/Overhead (18%).....	<u>\$1,564</u>
Total (yearly) .....	\$ 10,256



## **Appendix 21: Past Expenses - Service Provider Contact Information**

The following is a list of vendors with addresses and phone numbers who may be contacted regarding costs associated with the operation and maintenance of the offered recreation sites. The list may not be all-inclusive nor is it a recommendation regarding the service provided. In addition, the insured status of people listed for hazard tree removal may change over time. For a more complete listing of services please refer to the telephone book yellow pages or other listings of service providers/contractors.

Item	Site	Contact/Address	Amount/Year
Water and Sewer Service	Rock Creek and Convict Lake	USDA Forest Service Inyo National Forest 351 Pacu Lane Bishop, CA 93514 (760) 873-2487 Olin Beall, Engineering	\$ 60,174 These are collection agreement cost estimates for 2012- see appendix 20
	Bishop Creek	USDA Forest Service Inyo National Forest 351 Pacu Lane Bishop, CA 93514 (760) 873-2487 Olin Beall, Engineering	\$33,239 These are collection agreement cost estimates for 2012- see appendix 20

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

Item	Contractor	Telephone Number	Estimated Cost per Year
Electricity	Edison International dba Southern California Edison (SCE)	(800) 655-4555 JLL (760) 934-6871	\$8,000/ yr Rock Creek \$3,000/ yr Convict \$8,000/yr Bishop Creek
Garbage Collection	Inyo and Mono Counties Bishop Waste and Mammoth Disposal-Waste Connections, Inc. P.O. Box 237 Mammoth Lakes, CCA 93546 District #4014	(760) 934-2201	Both Mono and Inyo Counties have raised the solid waste fees..  Complex # 1 \$25,000  Complex #2 \$24,000  Complex #3 \$18,000
	Mono County D & S Waste Management Kevin Brown Hwy 95 A. East #3 Yerrington , NV 89447	(775) 233-8708	
	Inyo County Preferred Septic and Disposal 1280 N Main Bishop, Ca. 93514	(760) 873-5699	
Hazard Trees	Eastern Sierra Tree Service Mammoth Lakes	(760) 934-6142	
	GC Forest Products Mammoth Lakes	(760) 934-7392	
Possessory interest tax Transient Occupancy Tax Complex #1 Rock Creek and Convict Lake	Mono County Tax Collector Department of Finance Rosemary Glazier 495 Bridgeport CA, 93517	(760) 932-5480	Possessory interest tax 12% TOT rate
Possessory interest Tax on Complex # 2 and 3	Inyo County Assessor PO BOX J Independence, Ca. 93526	(760) 878-0302	Possessory interest tax  Inyo County does not have a Transient Occupancy Tax at this time

*Prospectus for the Operation and Maintenance of Forest Recreation Facilities  
Inyo National Forest*

Signs/Posters	Alpine Signs 263 S. Main St. Bishop, CA 93514	(760) 873-5078	
Item	Contractor	Telephone Number	Estimated Cost per Year
Telephones	Verizon	(800) 483-5000 Business Service	Telephones
Toilet Pumping	Preferred Septic (Bishop)	(760) 873-5699	Complex #1 \$10,000
	Bishop Waste (Bishop)	(760) 872-6561	
	Sierra Septic (Bridgeport)	(760) 932-7747	Complex #2 \$17,000
	Mammoth Disposal (Mammoth Lakes)	(760) 934-2201	Complex #3 \$12,000
Water Testing	Mammoth Community Water District Inyo County	(760) 934-2596	Complex#1 \$1,1000
		(760) 878-0238	Complex#2 \$1,000 Complex#3 \$700
Recycling Service	Sierra Conservation Project P.O. Box 7765 Mammoth Lakes, CA 93546	(760) 914-0115	

