



Forest Service  
U.S. DEPARTMENT OF AGRICULTURE

Use Code 146

# Prospectus for Granger-Thye Concessions

## Resort Permit for Shores Lake & White Rock Recreation Areas Ozark-St. Francis National Forests

U.S. DEPARTMENT OF AGRICULTURE  
Forest Service



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Ozark-St. Francis National Forests

Boston Mountain Ranger District

October 2025

# Contents

<b>I. Business Opportunity .....</b>	<b>1</b>
A. Introduction .....	1
B. Area Description.....	1
C. Description of Developed Recreation Sites and Facilities .....	2
D. Government Furnished Property .....	4
E. Government Furnished Supplies.....	4
F. Utilities and Waste Management.....	5
<b>II. Forest Service Concession Programs and Policies .....</b>	<b>6</b>
A. Recreation.gov .....	6
B. Pass Discounts.....	8
C. Camp Stamps.....	8
D. Site Closure .....	8
E. Administrative Use.....	9
F. Applicable Forest Orders .....	9
G. Fee Tickets and Compilation of Use and Revenue Data.....	9
H. Customer Service Comment Cards .....	10
I. Performance Evaluations .....	10
J. Accessibility .....	10
K. Camping Unit Capacity.....	10
L. Stay Limit .....	11
M. Fees Charged to the Public.....	11
N. Law Enforcement.....	12
O. Other Pertinent Information .....	12
<b>III. Special Use Permit .....</b>	<b>14</b>
A. Permit Term .....	14
B. Permit Holder Responsibilities.....	14
C. Granger-Thye Fee Offset Agreement.....	15
D. Insurance .....	16
<b>IV. Application.....</b>	<b>16</b>
A. Instructions for Submitting Applications .....	16
B. General Terms, Qualifications, and Reservations .....	17
C. Application Package Requirements.....	18
D. Evaluation of Applications.....	22
<b>V. Post-Selection Requirements .....</b>	<b>23</b>

## **Appendices**

- Appendix 1: Vicinity and Area Maps
- Appendix 2: Maps of Developed Recreation Sites
- Appendix 3: Inventory of Government-Furnished Property
- Appendix 4: Applicable Forest Orders
- Appendix 5: Sample Use Report
- Appendix 6: Sample Customer Service Comment Card
- Appendix 7: Standard Performance Evaluation Form
- Appendix 8: FSM 2342.1, Exhibit 01, Law Enforcement at Concession Campgrounds
- Appendix 9: Minimum Content of the Proposed Annual Operating Plan
- Appendix 10: FS-2700-4, Special-Use Permit, and FS-2700-4h, Appendix-G, Operation of Federally Owned Drinking Water Systems
- Appendix 11: FS-2700-4h, Appendix B, Annual Granger-Thye Fee Offset Agreement
- Appendix 12: Potential Government Maintenance, Reconditioning, Renovation, and Improvement Projects
- Appendix 13: Indirect Cost Reimbursement Letter
- Appendix 14: FS-2700-4h, Appendix H, Granger-Thye Fee Offset Claim
- Appendix 15: Sample Collection Agreement for Granger-Thye Fee Offset Work
- Appendix 16: Sample Business Plan
- Appendix 17: FS-6500-24, Financial Statement
- Appendix 18: FS-6500-25, Request for Verification

## **VI. Optional Appendices**

- Appendix 19: National Quality Standards for Recreation Site Management (formerly Meaningful Measures)

# I. Business Opportunity

## A. Introduction

This prospectus is being issued to solicit applications for a Resort special use permit. A permit to provide high-quality public service in the operation and maintenance of Government-owned recreation facilities located on the Boston Mountain Ranger District, Ozark-St. Francis National Forests, will be issued. The permit will include the following developed sites:

**Table 1. Site List**

Site Name	Site Type
Shores Lake	Recreation Area
White Rock	Recreation Area

The authorized officer for this business opportunity is the Forest Supervisor for the Ozark-St. Francis National Forests.

Dan Olsen  
Ozark-St. Francis National Forests  
605 W Main Street  
Russellville, AR 72801

The current permit for this concession expires on December 31, 2026. Over the past three years, this concession has generated the following gross revenues:

**Table 2. Three Year Average Gross Revenue for Shores Lake & White Rock**

Year	Gross Revenue
2024	\$283,219.41
2023	\$256,526.59
2022	\$236,382.46
<b>Three Year Average Gross Revenue</b>	<b>\$258,709.48</b>

These totals only include camping fees and day use fees at Shores Lake and White Rock, no additional amenities.

## B. Area Description

### Overview of the Ozark-St. Francis National Forests

The Boston Mountain Ranger District is located in the hills of northwest Arkansas and provides a wide mix of opportunities and resources for people to enjoy. The district is comprised of about 195,000 acres.

The Boston Mountain Ranger District is located within the Ozark-St. Francis National Forests, with an office located in Ozark, AR. The Supervisor's office is located in Russellville, AR. The forests offer hundreds of camping and picnic sites, ten swimming beaches, five wilderness areas, six scenic byways, six wild and scenic rivers, two levels of underground caverns, thousands of acres of lakes and streams, and more than 300 miles of trails. Located primarily in central and

northwest Arkansas, the forests offer numerous opportunities for single day trips or extended vacations filled with fun and relaxation.

With more than 300 miles of trails across the on the Ozark-St. Francis National Forests, a variety of trail recreation opportunities are available to visitors including hiking, biking, off highway vehicles (OHVs), interpretive, and equestrian. Single and multi-use trails offer varying degrees of difficulty. Trails vary in length from interpretive trails that can be less than a mile to the 196-mile Ozark Highlands Trail.

From the peacefulness of dogwood blossoms in the spring to the brilliance of fall colors, there are six scenic byways giving visitors experiences they can only find in the Ozark-St. Francis National Forests. These scenic byways are Scenic 7, Ozark Highlands, Sylamore, Pig Trail, Mt. Magazine, and St. Francis (see Appendix 1 of the prospectus).

For general information on the Ozark-St. Francis National Forests and the sites included in the prospectus, refer to the forests [webpage](https://www.fs.usda.gov/osfnf) (<https://www.fs.usda.gov/osfnf>).

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

The following is a description of the recreation facilities and government owned property included in this prospectus. Use this information together with the maps included in Appendix 1 and 2, and the Inventory of Government Furnished Property (Appendix 3). Appendix 9 outlines requirements associated with all items listed below. Applicants should review all requirements and apply to their proposal.

### **Shores Lake Recreation Area**

Shores Lake Recreation Area consists of a campground, trailhead parking area (Shores Lake/White Rock Loop), boat launch, picnic pavilion, picnic area, swimming beach, and fishing areas. The site is open year-round, but the picnic area and swim beach have historically only remained open from May – September with hours of operation from 6:00 AM to 10:00 PM. The area includes two bath houses – one in the campground and one at the swim beach. The campground bath house consists of two accessible shower stalls, a sink with a mirror, and hot water. The swim beach bath house consists of five toilets, one urinal, four sinks, and six showers. The fishing pier is wheelchair accessible and designed with underwater features to attract fish, and the pavilion is available by reservation.

Shores Lake Recreation Area offers an 82-acre lake that sits at an elevation of 1,034 feet. This lake is the result of a dam for which construction began in the 1930s by men in a nearby Civilian Conservation Corps camp. The dam was completed in 1958 through a cooperative effort between the USDA Forest Service and the Arkansas Game and Fish Commission. The lake offers many opportunities for recreation to visitors accompanied by a variety of amenities. The lake is stocked with bass, catfish, and bluegills.

Shores Lake Loop Trail is a showcase of upland hardwoods and shortleaf pine groves. The trail treats hikers to views of waterfalls and wildlife. The trailhead is located within Shores Lake Recreation Area.

Shores Lake camping is currently run by the Forest Service, operates on a first-come, first-served basis, and is available year-round. The campground offers 25 campsites, including some double/multi-unit sites. These campsites were designed to accommodate a variety of recreation

vehicles including camping trailers, but there are no water hook-ups or a dump station. Each site contains a picnic table, grill and/or fire ring, lantern pole, and tent pad. Some sites are fully accessible including paths to drinking water, vault restrooms, and hot showers. While the site is open year round potable water is not available for the full year as the potable water lines are above ground and must be shut off before freezing weather. The typical time frame for water shutoff is mid-October through mid-April, weather-dependent.

Current fees are as follows per site/per day unless otherwise stated:

- Pavillion: \$35
- Campground Sites
  - Double: \$30
  - Single (with electricity): \$20
  - Single (without electricity): \$15
- Day Use (Beach, Boat Ramp, General): \$5/vehicle

### White Rock Recreation Area

Step into the past by visiting the three natural stone cabins and the lodge on White Rock Mountain built in the 1930's by the Civilian Conservation Corps (CCC). President Franklin D. Roosevelt formed the CCC during the Great Depression. Wind, rain, and natural elements caused the deterioration of the buildings over the years. In 1987 a volunteer group, Friends of White Rock, began a project to renovate the structures. With a lot of hard work, the cabins and lodge were restored in 1991. Visitors to White Rock Mountain enjoy scenic views from the cabins. White Rock Mountain is 2,309 feet above sea level and received its name from the appearance of the lichen on the sheer bluffs that look white from a distance. High bluffs surround this area so please use caution while along the bluff line, especially with small children.

White Rock Mountain is the hub of several trail systems. It offers a 17-mile loop trail south to Shores Lake and returns to intersect with the Ozark Highlands Trail. Around the rim of the mountaintop is a 2-mile loop trail. Along this trail are three historic shelters built by the CCC using native stone and oak logs. These shelters offer scenic viewpoints and a glimpse into the area's conservation history. A fourth shelter, which was lost to fire, is planned to be rebuilt by the Forest Service, restoring the shelter system to its original design.

The recreation area includes three rental cabins and a lodge. Each structure features a cook stove, refrigerator, hot water, and sleeping accommodations. The lodge includes a free-standing wood stove and some original antique furniture and can accommodate up to 16 people. Cabin A can sleep up to six people, Cabin B up to six people, and Cabin C up to four people. All lodging is accessible and available for rent year-round.

There are also eight family camping units with tent pads, fire pits, vault restrooms and drinking water available. There is one group site without electricity. An on-site administrative building also serves as a general store, office, and host housing for staff, providing support for concession operations.

Current fees are as follows per site/per day unless otherwise stated:

- Lodge \$215: (up to 16 guests)
- Cabin A & B: \$125 (up to 6 guests)
- Cabin C: \$125 (up to 4 guests)

- Single Campsites: \$15
- Group Campsite: \$20
- Day Use: \$5/vehicle

**Table 3. Recreation Area Characteristics**

<b>Amenity</b>	<b>White Rock</b>	<b>Shores Lake</b>
Communications	Telephone hookups at administrative building	Telephone hookup at administrative Emergency Phone at Campground Bath House
Utilities	Water, electricity, and septic holding tank at each building	Water, electricity, and septic holding tanks at administrative building and bathhouses, electricity is provided at 10 camp sites - Sites have 110- and 30-amp access
Drinking Water	Provided by the Forest Service Spring Box	Provided by the Forest Service Well
Toilet/Shower Type	2- CXT vault toilets	3- CXT vault toilets 1-Campground Bathroom with showers 2-Bathhouse with showers
Toilet Vault Capacity	500-1,000 gallons	500-1,000 gallons
Forest Service Trash Bins	1 (Bear Proof)	2 (Bear Proof)
Trash Bin Type	Permit holder will provide dumpsters or trash bins	4 dumpsters provided by Forest Service dumped by contractor
Accessibility	2 CXT Vault Toilets	Bathroom, Fishing Piers, CXT Vault toilets, Pavilion, & boat launch

## D. Government Furnished Property

The Forest Service will provide certain property in conjunction with the concession special use permit (see Appendix 3 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 (see appendix 5).
- 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.”
- “Recreation Opportunity Guides” can be viewed and downloaded from the Forest’s website under the Maps & Publications page, available at the following URL:  
<https://www.fs.usda.gov/main/osfnf/maps-pubs>

- Title VI signs.

## F. Utilities and Waste Management

Certain utilities and infrastructure exist at the 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. These utilities are listed below in the table below.

**Table 4. Utilities**

Location(s)	Service	Contact
Shores Lake	Electrical	Arkansas Valley Electric Cooperative <i>Avecc.com</i> 1-800-468-2176 or 1-479-667-2176 208 S 17 <sup>th</sup> Street Ozark, AR 72949
White Rock	Electrical	Ozarks Electric Cooperative 1-800-521-6144 3641 Wedington Drive Fayetteville, AR 72704
White Rock	Propane	AmeriGas 479-667-1669 1219 AR-23 Ozark, AR 72949
White Rock	Water	Solair Water Inc. 479-783-1580 2900 N O Street Fort Smith, AR 72901-2368
White Rock	Liquid & Solid Waste Disposal	Day's Septic Tank Service (479) 970-8339 1021 Gar Creek Lane, Ozark, AR 72949  Jerry's Drain Services (479) 783-0010 Fort Smith, AR 72901
Shores Lake and White Rock	Telephone	Century Link
Shores Lake and White Rock	Garbage	Waste Management <i>wm.com/us/en/location/ar</i>

### Septic System

Shores Lake has two lift stations for sewage disposal with one located by the campground bathroom. The other lift station is in the day use area by the campground bathhouse. These systems consist of several tanks which eventually pump the gray water to a leach field for disposal. The leach field area requires mowing periodically. PVC pipes are located above the tank so precautions must be taken to avoid damaging them while mowing. All facilities at White Rock are on their own stand-alone septic systems.

Routine maintenance for these (all lifts and septic systems) will include placing enzymes down the drain to help break down solid waste that accumulates in the tanks. Pumping out septic tanks

may be required when needed. Cost associated with treating and pumping the tanks will be the responsibility of the permit holder.

## Water

Shores Lake and White Rock are transient, non-community water systems (do not serve the same 25 persons for 180 days) that, per the Arkansas Department of Health regulations, require monthly sampling. The Shores Lake system consists of a 160-foot well with a 5,900-gallon underground water tower which distributes water to the campground and day use area. The White Rock system consists of a spring box with several hundred feet of water line that fill an above ground water tank located near the administrative building. Due to this system being spring fed (under surface influence) additional testing is being required by the Arkansas Department of Health.

The permit holder is required to conduct sampling and to submit all documents by the 5th of every month to the Forest Service, who is the custodian of records. Documents, schematics and technical assistance will be provided to the permit holder as needed. It is highly recommended that the operator of both systems being qualified as a Water Treatment Operator, grade II.

## 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 this concession. All applications must be consistent with these requirements.

### A. Recreation.gov

The Ozark St.-Francis National Forest participates in Recreation.gov, which provides nationwide, toll-free telephone reservations for single-family or group camping sites, rental cabins, permits, tours, tickets, 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 that is unreserved and charge on site for that use). Recreation.gov is part of the Recreation One-Stop Program, which is managed by the Washington Office Recreation, Heritage, and Volunteer Resources staff. The Forest Service contacts and program managers for Recreation.gov are listed below. Applicants should not contact the Recreation.gov contractor directly.

**Table 5. Rec.gov contacts**

Name	Location	Contact
Griffin Schireman	Forest Service Contracting Officer's Technical Representative (COTR)	Phone: 202-360-7234 Email: griffin.schireman@usda.gov

Recreation.gov is the only authorized reservation system for Forest Service-developed recreation sites, including but not limited to campgrounds, cabins, and group use areas. Applicants may

recommend adding sites to or deleting sites from Recreation.gov 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 Recreation.gov, the following guidelines must be followed, unless there are compelling operational reasons:

1. For each developed recreation site included in Recreation.gov, 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 6 months to 0-4 days prior to arrival date, depending on location.
  - Group use areas: from 12 months to 0- 4 days prior to arrival date, depending on location.
  - Cabins: from 180 to 0-4 days prior to arrival date, depending on location
2. When Recreation.gov is utilized, the permit holder is responsible for on-site administration and will be required to:
    - Obtain daily arrival reports (DARs) 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 26 hours past the posted check-in time.
    - 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 valid federal pass (listed below) before giving the discount on fees for those passes (see section II.B). Do not discount fees if a visitor cannot present a valid pass.
      - ◆ Golden Age or Golden Access Passport.
      - ◆ America the Beautiful–The National Parks and Federal Recreational Lands Senior Pass or Access Pass.
      - ◆ Other passes as required by the authorized officer and described in this prospectus, such as local area passes.
    - Develop inventory data for sites being added to Recreation.gov, and update data for sites including fees charged to the public and temporary site closures. Submit data updates to Recreation.gov at least annually.
    - Communicate to Recreation.gov any emergency closures or other relevant operational changes as they occur.
    - Approve customer refunds as appropriate and process them through Recreation.gov. Refund policies can be found at [Recreation.gov](https://www.recreation.gov/rules-reservation-policies) (<https://www.recreation.gov/rules-reservation-policies>).

Because reservations can be made up to a year in advance for group sites and up to 6 months in advance for family sites, Recreation.gov is currently accepting reservations for the upcoming operating season. Fees received by Recreation.gov 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. If funds are distributed prematurely for dates outside the permit term, a bill for collection will be issued to the permit holder.

## **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 on camping to holders of the Annual or Volunteer Pass.

The following is a list of sites covered by this prospectus where the 50 percent discount for passes applies:

All single campsites within the Shores Lake Campground

All single campsites within the White Rock Campground

Standard Amenity Recreation Fee Sites Under REA [Reserved]. The Forest Service is proposing a revision to FSM 2344.3 to address treatment of standard amenity recreation fee sites in the concession program. The agency reserves the right to amend a special use permit issued under this prospectus to be consistent with any change in that directive.

Shores Lake Day Use

White Rock Day Use

## **C. Camp Stamps**

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

## **D. Site Closure**

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.

The Federal Highway Administration is currently working to repair damage caused by landslides to one of several routes leading to White Rock Recreation Area. These repairs are currently anticipated to be completed in 2026. This only impacts one of multiple access routes to the site.

## **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. Sample orders related to the offering are identified in Appendix 4. Additional applicable forest orders may be issued in the future.

## **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 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 site (see Appendix 6 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 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](https://www.fs.usda.gov/recreation/programs/accessibility/) at (<https://www.fs.usda.gov/recreation/programs/accessibility/>). Questions regarding ADA/ABA Accessibility Guidelines may be referred to the [Access Board](http://www.access-board.gov) 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 Forests.

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**

A single-family camping unit may accommodate one vehicle. A “vehicle” is defined as any motorized conveyance, except that for purposes of vehicular capacity, two motorcycles are considered one vehicle. Additional vehicles may be allowed at a camping unit, if the camping unit can safely accommodate them. 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 an extra vehicle exceeds the camping unit capacity (i.e., the extra vehicle causes a safety hazard or resource damage), the

customer may be required to pay for an additional camping unit or park in an overflow parking area, if available. One towed vehicle per single camping unit will be allowed for no extra charge if it can be parked completely on the surfaced area and does not create a safety hazard. Examples of towed vehicles include a boat trailer or a car towed by a motor home.

### Group Site Capacity

The capacity established for group sites is as follows:

**Table 6. Group Site Capacity**

Facility / Site Name	People	Vehicles
White Rock Site #9	12	5

### Day Use Site Capacity

**Table 7. Day Use Capacity**

Facility / Site Name	People	Vehicles
Shores Lake - Swim	90	30
Shores Lake - Picnic	48	16
Shores Lake - Pavillion	48	16
Shores Lake - Boat Launch	24	8
Shores Lake - Loop Trailhead	24	8
Shores Lake - Loop Trailhead Overflow Parking	12	4
White Rock - Day Use	48	16
White Rock - OHT parking	40	10

## L. Stay Limit

Campers at overnight sites will be limited to a 14-day stay limit during any consecutive 30-day period.

## 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, non-commercial 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-operated sites. See Appendix 8 of the prospectus.

## **O. Other Pertinent Information**

### **Trail Maintenance**

The recreation areas include two designated trails: the White Rock Rim Trail and the Shores Lake Loop Trail, both of which originate within the permit area. The Shores Lake Loop Trail also connects Shores Lake and White Rock Recreation Areas. These trails are open to the public and are an important part of the recreation experience.

The permit holder will be responsible for basic trail maintenance, including but not limited to brushing and minor tread repair, for trails located within the recreation areas. Brushing must occur at least once per year in late spring or early summer. The permit holder may collect applicable day-use fees to support trail use and maintenance.

The Forest Service will coordinate with the permit holder on major trail repairs and respond to storm or wind events that result in significant trail damage. The holder may also engage with volunteer groups, such as the Ozark Highlands Trail Association, to assist with trail maintenance efforts.

### **Shelters**

Three original stone shelters, built by the Civilian Conservation Corps (CCC) using native stone and oak logs, are located along the White Rock Rim Trail. These historic shelters provide scenic overlooks and are a valued part of the recreation experience.

The permit holder is responsible for routine upkeep of these structures, including litter removal, general cleaning, and reporting any damage or safety concerns to the Forest Service. Structural repairs, restoration, or modifications are not authorized without prior coordination and approval from the Forest Service, as the shelters are considered historic resources.

A fourth shelter, lost to fire, is planned for future construction by the Forest Service.

### **Administrative Building**

The administrative building at White Rock is a single-frame house that serves the concessionaire's administrative office, general store, and host housing. The structure includes one bedroom, a storefront space, a bathroom, and general living accommodations suitable for concession operations and employee use. A detached garage is also available and may be used for storage or other authorized purposes with Forest Service approval.

There are also designated host camping sites with hookups available at both White Rock and Shores Lake to accommodate additional staff.

### **Wildlife Mitigation**

Call the Arkansas Game and Fish Commission regarding nuisance animal occurrences. The Forest Service periodically fertilizes and draws down Shores Lake to enhance various fish, aquatic, and vegetative species. The permit holder will be notified in advance of these activities if they could affect concession operations.

### **Endangered Species**

Except where hazard trees pose an immediate threat to the worker or public safety, schedule tree removal from December 1 to February 28th to minimize risks to endangered bats. If hazard trees must be removed outside of that time, coordinate with District recreation and wildlife staff.

### **Archaeological Resources**

Protection of Historic Properties: The permit holder has responsibilities under the National Historic Preservation Act of 1966 (NHPA). Prior to any activity the permit holder must notify the Ozark-St. Francis National Forests of his/her intentions and obtain Forest Service approval prior to any ground disturbance or starting work on any structures. Depending on the actions proposed and the sites involved, the review process can take up to several months. For such recurring activities as painting and replacing barrier posts, agreements will be worked out with the permit holder and will be included in the Annual Operating Plan.

### **Condition of Trees**

The oak and pine stands within the recreation area are mature to over-mature. During the past few years, the trees have experienced some damage from wind, ice, snow, and heavy rains, and sudden limb drop. Big 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 facilities 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 **1% of adjusted gross revenue** per year. 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 or store bulk propane or butane without prior written approval from the Forest. Under 49 CFR 171.8, "bulk" is defined as any liquid container with a capacity greater than 119 gallons (450 liters). The Forest Service maintains a 500-gallon propane tank on a concrete pad to serve the administrative building at White Rock. Any additional tanks exceeding the bulk threshold must be reviewed and specifically authorized in writing as part of the permit conditions.

## **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 **20 years**. 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 recreation sites in accordance with the special use permit.

### **Holder-Furnished Vehicles**

The permit holder may not use all-terrain vehicles in the recreation areas. The holder is allowed to use an OHV to get to the spring box. 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.

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

Maintenance, reconditioning, and renovation are defined in the permit (FS-2700-4h, clause V.D.1(d)). 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.H.1). The permit holder, at its expense, will be required to perform holder MRR under a holder MRR plan (FS-2700-4h, clause II.D and V.F). 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.

## **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 14 of the prospectus and FS-2700-4h, clause V.D.1(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 of the prospectus).

The holder's claims for GT fee offset must be documented using the FS-2700-4h, Appendix H, Granger-Thye Fee Offset Certification Form (see Appendix 14 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 V.D.2, and Appendix 15 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 **\$1,000,000** for injury or death to one person per occurrence; **\$1,000,000** 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 **\$1,000,000** as a combined single limit per occurrence. Insurance policies must name the USDA Forest Service as an additional insured (see Appendix 10 of the prospectus and FS-2400-4h, clause III.K).

## IV. Application

### A. Instructions for Submitting Applications

Applicants must submit a written application for all developed recreation sites offered in this prospectus.

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).

#### Forest Led Facility Tour

A facility tour led by the Forest is scheduled for **Monday, January 5, 2026**. Interested parties must RSVP to **David Brickley** at **479-667-2191** and **david.brickley@usda.gov** by **Wednesday, December 31, 2025**.

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:**

**Table 8. Application submittals**

<b>Addressee</b>	<b>Title</b>	<b>Attention</b>	<b>Address</b>
Dan Olsen	Forest Supervisor	David Brickley	Boston Mountain Ranger District 1803 N 18 <sup>th</sup> Street Ozark, AR 72949

Applications must be received by close of business (4:30 p.m.) on **March 2<sup>nd</sup>, 2026**.

Applicants must submit one hard copy and one electronic copy of their application to the Forest Service contact listed above. The electronic copy must be provided on a flash drive. The electronic copy must be prepared in a Microsoft Office program or PDF that allows for copying and pasting of text and must separately address each evaluation criterion listed in the prospectus.

Applications will not be returned to applicants.

**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 **David Brickley** at **479-667-2191** and **david.brickley@usda.gov** regarding any questions related to this prospectus. The deadline to submit questions regarding the prospectus is **Monday, February 9<sup>th</sup>, 2026**.

## **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 Forest Service is proposing a revision to FSM 2344.3 to address how passes and passports are honored in the concession program. The agency reserves the right to amend the special use permit consistent with any change to that directive. In addition, the Forest Service reserves the right to amend the special use permit, to make it consistent with applicable laws and regulations, including REA; other Forest Service directives; or other management decisions.

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).
  - SBDC business plan review fee of \$300 made payable to El Camino College SBDC
- 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, Minimum Content of the Proposed Annual Operating Plan) 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 details, see the Minimum Content of the Proposed Annual Operating Plan in Appendix 9 of the prospectus.

### **Operating Season**

Both White Rock and Shores Lake operate year-round.

Applicants need to propose the period in which they will operate the sites listed in the prospectus. All sites must be open and operational seven days per week during the minimum operating season, unless a Forest Service closure order is in effect.

### **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 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 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. 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 cashier's check in the amount of **\$300.00 made payable to El Camino College SBDC**. Applicants submitting a current fiscal year review report by the Forest Service or an SBDC need not enclose payment.

### **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**, Attention: Auditor, ASC-B&F, 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, Minimum Content of the Proposed 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 **\$12,314.57** per year. The minimum fee is the concession's average gross revenue for the past three years multiplied by the current 30-year Treasury bond rate. 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.

##### Minimum Fee Calculation

**Table 9. Minimum Fee Calculation**

Year	Gross Revenue
2024	\$283,219.41
2023	\$256,526.59
2022	\$236,382.46
<b>Grand Total</b>	<b>\$776,128.46</b>
<b>Average = Grand Total ÷ 3</b>	<b>\$776,128.46 ÷ 3 = \$258,709.48</b>
<b>Three Year Average Gross Revenue</b>	<b>\$258,709.48</b>

Total gross revenue ÷ 3 = average gross revenue

Average gross revenue multiplied by the current 30-year Treasury bond rate = the minimum annual fee. In the following example, the 30-year Treasury bond rate is 4.76 percent.

$\$258,709.48 \times 0.0476 = \$12,314.57$  minimum annual fee

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.

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** 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 descending order of importance:**

- Proposed annual operating plan (including required and optional services).
- Business plan, business experience, and references.
- Fee to the Government.
- Fees charged to the public.

- Financial resources.

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 provide a written summary of applicant ratings, including strengths and weaknesses of each applicant, to the authorized officer. The authorized officer will make the selection decision based on which applicant offers the best overall value to the federal government. The authorized officer is not required to select the applicant that proposes the highest land use fee. 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 V.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.

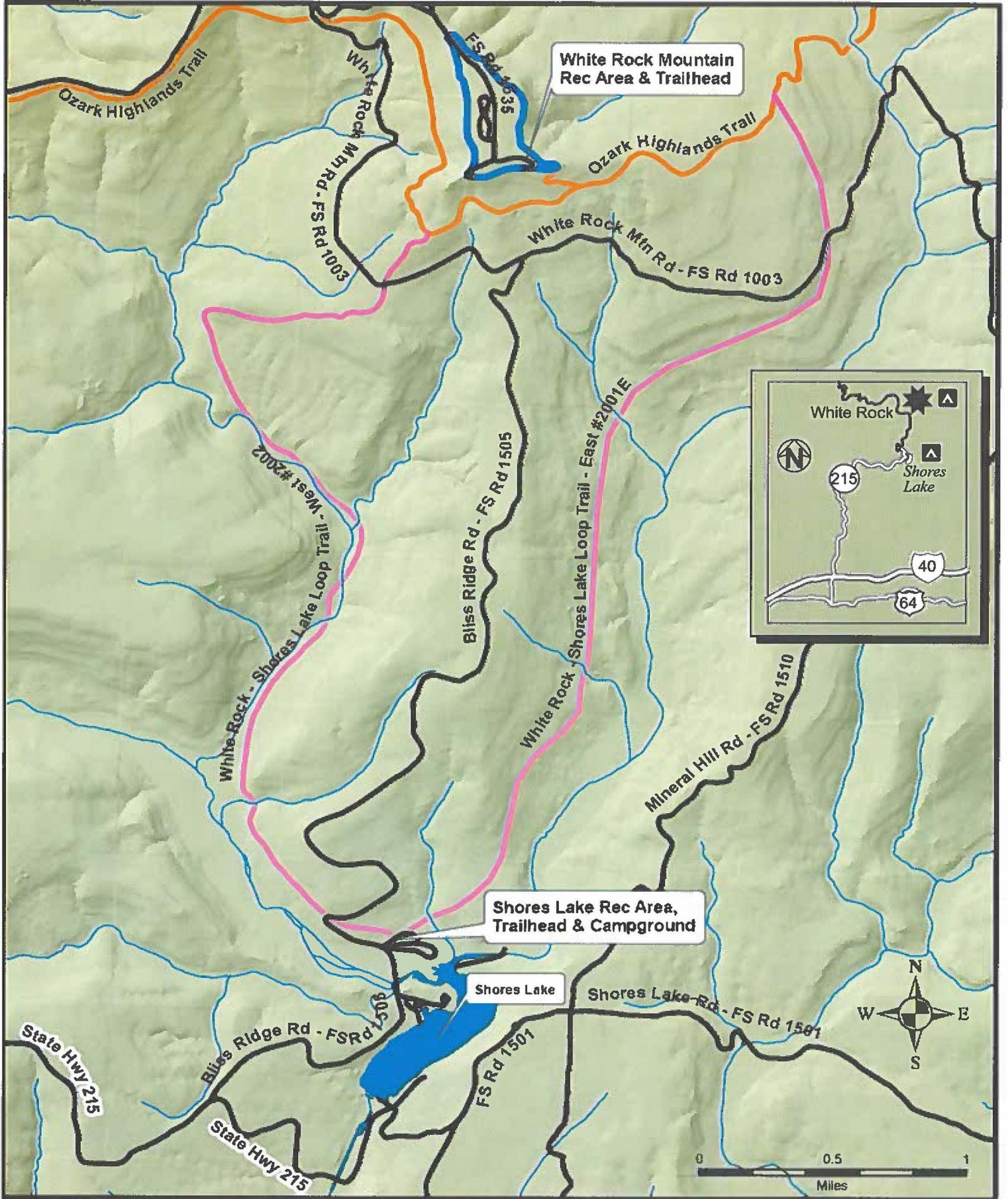
### **Burden and Non-Discrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency or contact USDA through the Telecommunications Relay Service at 711(voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.

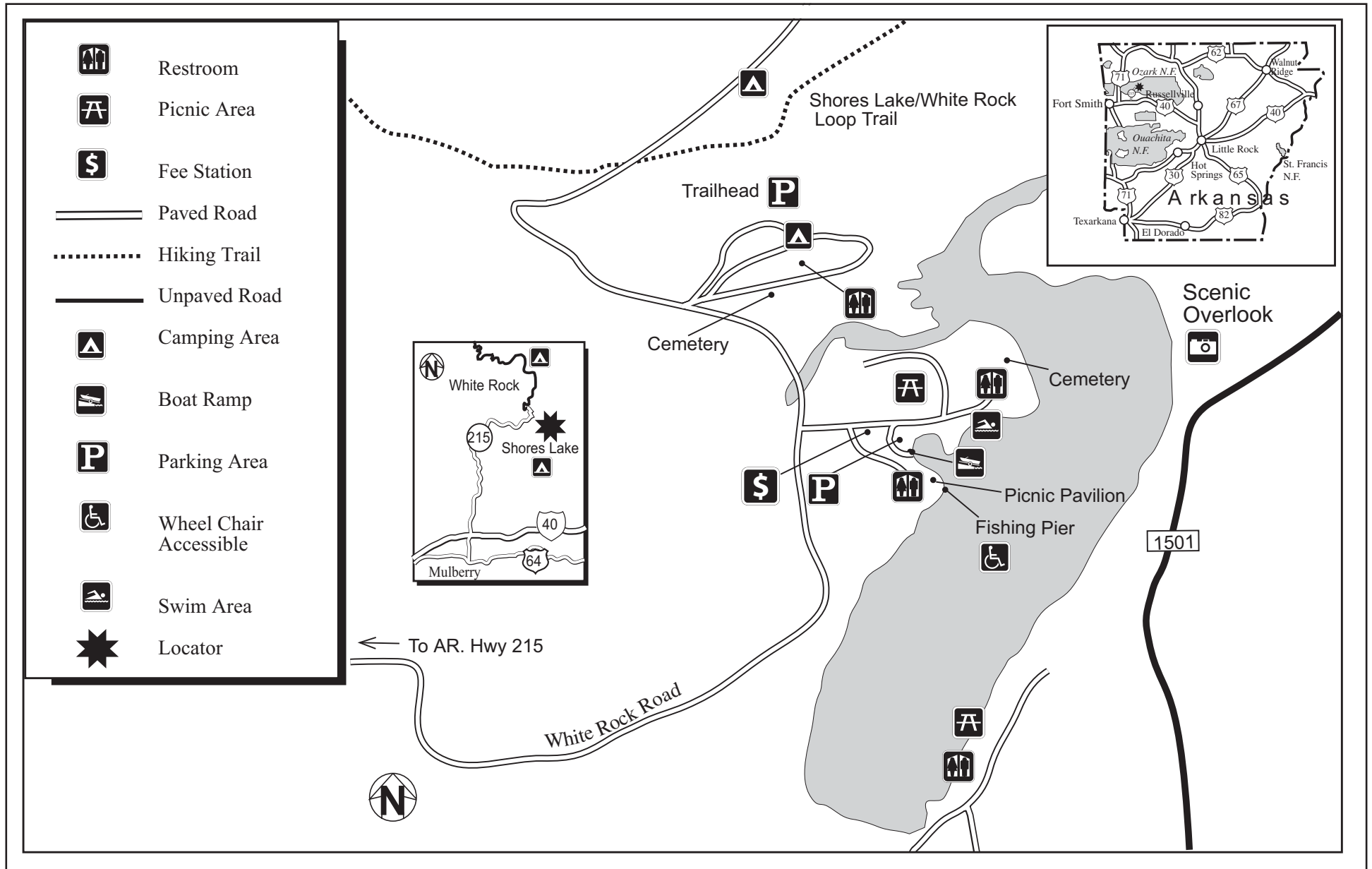
Appendix 1—Shores Lake and White Rock Recreation Areas Vicinity Map



# Appendix 2 - Map of Developed Recreation Sites

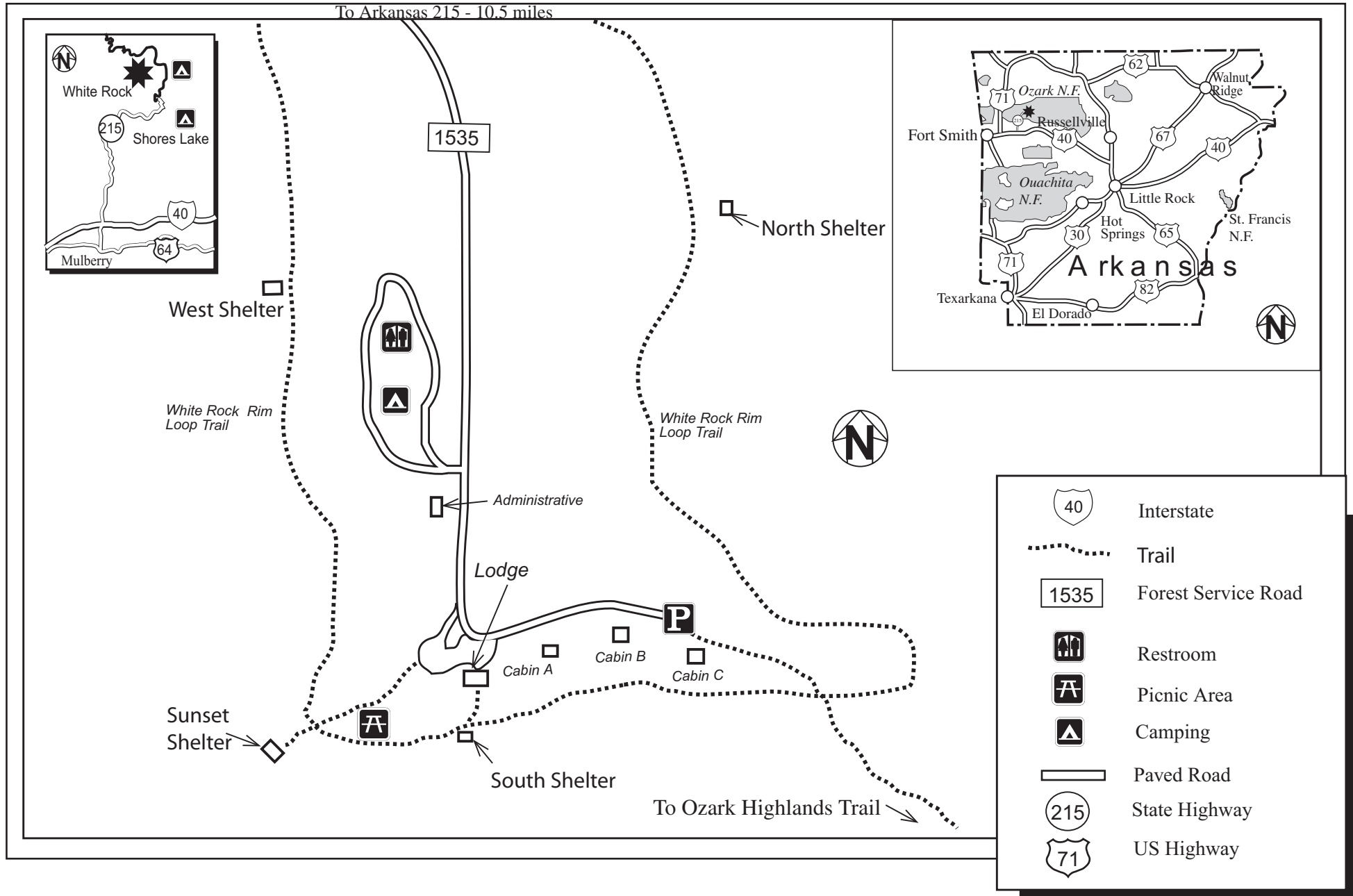
## Shores Lake Recreation Area

Ozark - St. Francis National Forests



# Appendix 2 - Map of Developed Recreation Sites

# White Rock Mountain Recreation Area Ozark - St. Francis National Forests



## Inventory of Government-Furnished Property

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.

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, all 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.

The inventory listed below is from generally reliable sources, but no warranty is made as to its accuracy. A final inventory list will be attached to the permit once reviewed by the holder and forest.

**Table 1. Inventory of Government-Furnished Property**

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
WHITE ROCK COMPLEX	BARRIER	PARKING BARRIER	LN FT	600	\$31.86	\$19,116.00	ROCK Length=600 ft
WHITE ROCK COMPLEX	BARRIER	CURB	LN FT	8	\$34.34	\$274.72	CONCRETE Length=8 ft
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	33	\$738.74	\$24,378.35	SST TOILET @ WHITE ROCK CAMPGROUND
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	33	\$738.74	\$24,378.35	SST TOILET @ WHITE ROCK DAY USE
WHITE ROCK COMPLEX	BUILDING	FAMILY HOUSING	SQ FT	778	\$323.74	\$251,866.61	CONCESSIONAIRE RESIDENCE @ WHITE ROCK
WHITE ROCK COMPLEX	BUILDING	STORAGE	SQ FT	419	\$308.24	\$129,151.72	GARAGE AT WHITE ROCK
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	289	\$478.72	\$138,348.92	WATER TOWER @ WHITE ROCK
WHITE ROCK COMPLEX	BUILDING	STORAGE	SQ FT	143	\$308.24	\$44,078.03	CELLAR AT WHITEROCK
WHITE ROCK COMPLEX	BUILDING	DORMITORIES/BAR RACKS	SQ FT	1929	\$635.42	\$1,225,721.32	LODGE @ WHITE ROCK
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	240	\$153.26	\$36,781.92	SOUTH OVERLOOK BEHIND LODGE @ WHITEROCK

Appendix 3: Inventory of Government-Furnished Property

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	257	\$153.26	\$39,387.31	S.W. OVERLOOK @ WHITEROCK
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	257	\$153.26	\$39,387.31	N.W. OVERLOOK @ WHITEROCK
WHITE ROCK COMPLEX	BUILDING	SERVICE	SQ FT	257	\$153.26	\$39,387.31	SUNSET OVERLOOK SW OF LODGE @ WHITEROCK
WHITE ROCK COMPLEX	BUILDING	STORAGE	SQ FT	76	\$308.24	\$23,426.09	OLD PUMP HOUSE AT WHITEROCK REC AREA
WHITE ROCK COMPLEX	BUILDING	ALL OTHER	SQ FT	881	\$323.74	\$285,211.42	CABIN A @ WHITE ROCK
WHITE ROCK COMPLEX	BUILDING	ALL OTHER	SQ FT	834	\$323.74	\$269,995.82	CABIN B @ WHITE ROCK
WHITE ROCK COMPLEX	BUILDING	ALL OTHER	SQ FT	876	\$323.74	\$283,592.74	CABIN C @ WHITE ROCK
WHITE ROCK COMPLEX	CULVERT	STANDARD	LN FT	200	\$37.76	\$7,552.00	PARKING AREA DRAINAGE Diameter=12 in, Length=200 ft
WHITE ROCK COMPLEX	EROSION CONTROL DEVICE	RETAINING WALL	CU FT	800	\$89.68	\$71,744.00	CEMENT/STONE WALL CONCRETE Depth=12 in, Height=24 in, Length=400 ft
WHITE ROCK COMPLEX	FENCE	NON-RANGE, RECREATION	LN FT	100	\$29.50	\$2,950.00	CHAINLINK CHAIN LINK Length=100 ft
WHITE ROCK COMPLEX	FENCE	NON-RANGE, RECREATION	LN FT	220	\$10.03	\$2,206.60	CAMP STORE WOOD FENCE TREATED LUMBER Length=220 ft
WHITE ROCK COMPLEX	FIRE DEVICE	COMBINATION FIRE RING/GRILL	EACH	8	\$1,032.50	\$8,260.00	
WHITE ROCK COMPLEX	FIRE DEVICE	FIRE RING	EACH	1	\$1,357.00	\$1,357.00	
WHITE ROCK COMPLEX	FIRE DEVICE	PEDESTAL GRILL, SMALL	EACH	13	\$1,020.70	\$13,269.10	
WHITE ROCK COMPLEX	GATE	PIPE	EACH	1	\$2,731.70	\$2,731.70	CAMPGROUND ACCESS STEEL
WHITE ROCK COMPLEX	MISC RECREATION	INFORMATION KIOSK	SQ FT	16	\$81.13	\$1,298.08	OTHER Height=48 in, Width=48 in

Appendix 3: Inventory of Government-Furnished Property

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
WHITE ROCK COMPLEX	MISC RECREATION	FEE STATION	EACH	2	\$2,596.00	\$5,192.00	
WHITE ROCK COMPLEX	MISC RECREATION	PATHWAY	SQ FT	1200	\$2.66	\$3,192.00	CRUSHED AGGREGATE Length=120 ft, Width=10 ft
WHITE ROCK COMPLEX	MISC RECREATION	SECURITY LIGHT	EACH	1	\$43.66	\$43.66	CAMP STORE
WHITE ROCK COMPLEX	MISC RECREATION UNIT	SOCIAL IMPACT AREA	SQ FT	400	\$1.18	\$472.00	GRAVEL Length=20 ft, Width=20 ft
WHITE ROCK COMPLEX	MISC RECREATION UNIT	LANTERN POST	EACH	8	\$159.30	\$1,274.40	
WHITE ROCK COMPLEX	MISC RECREATION UNIT	TENT PAD	EACH	8	\$696.20	\$5,569.60	
WHITE ROCK COMPLEX	PARKING FACILITY	PARKING AREA	SQ FT	1200	\$1.18	\$1,416.00	OHT CONNECTER TRAIL PARKING AGG - CRUSHED AGGREGATE OR GRAVEL Length=12 ft, Width=100 ft
WHITE ROCK COMPLEX	PARKING FACILITY	PARKING SPUR	SQ FT	20000	\$1.18	\$23,600.00	PARKING SPUR AGG - CRUSHED AGGREGATE OR GRAVEL Length=200 ft, Width=100 ft
WHITE ROCK COMPLEX	PARKING FACILITY	PARKING AREA	SQ FT	1200	\$1.18	\$1,416.00	CAMP STORE PARKING AREA AGG - CRUSHED AGGREGATE OR GRAVEL Length=60 ft, Width=20 ft
WHITE ROCK COMPLEX	RECORDING SITE	REGISTRATION BOX, POST-MOUNTED	EACH	2	\$68.44	\$136.88	
WHITE ROCK COMPLEX	SANITATION	GARBAGE PAD	EACH	6	\$600.00	\$3,600.00	
WHITE ROCK COMPLEX	SANITATION	GARBAGE BIN, BEAR PROOF	EACH	4	\$3,000.00	\$12,000.00	2-HOLE
WHITE ROCK COMPLEX	SANITATION	GARBAGE BIN, BEAR PROOF	EACH	1	\$3,000.00	\$3,000.00	1-HOLE TRASHCAN
WHITE ROCK COMPLEX	SANITATION	DUMPSTER, SMALL	EACH	2	\$4,071.00	\$8,142.00	

Appendix 3: Inventory of Government-Furnished Property

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
WHITE ROCK COMPLEX	SIGN	VISITOR INFORMATION	SQ FT	6	\$59.00	\$354.00	CAMP STORE SIGN ANODIZED ALUMINUM Height=36 in, Width=24 in
WHITE ROCK COMPLEX	SIGN	TRAVEL MANAGEMENT	EACH	3	\$572.30	\$1,716.90	INFO. BOARDS (NOT FEE STATIONS) OTHER
WHITE ROCK COMPLEX	SIGN	UNIT MARKER	EACH	8	\$324.50	\$2,596.00	UNIT SIGNS - CARSONITE POSTS AT CG FIBERGLASS
WHITE ROCK COMPLEX	SIGN	FEDERAL RECREATION SYMBOL	EACH	1	\$53.10	\$53.10	ACCESSIBILITY SIGNS FIBERGLASS
WHITE ROCK COMPLEX	SIGN	VISITOR INFORMATION	SQ FT	3	\$59.00	\$177.00	VARIOUS SIGNS FOR CAMPGROUND AND DAY USE AREA ALUMINUM Height=24 in, Width=18 in
WHITE ROCK COMPLEX	SIGN	SITE (WITH BASE)	EACH	1	\$12,390.00	\$12,390.00	WHITE ROCK
WHITE ROCK COMPLEX	SIGN	TRAVEL MANAGEMENT	EACH	8	\$572.30	\$4,578.40	VARIOUS TRAFFIC/ROAD SIGNS ALUMINUM
WHITE ROCK COMPLEX	TABLE	PICNIC TABLE	EACH	17	\$1,787.70	\$30,390.90	CONC/MAS/STL
WHITE ROCK COMPLEX	TABLE	TABLE PAD	EACH	15	\$934.56	\$14,018.40	GRAVEL
WHITE ROCK COMPLEX	TABLE	BENCH	EACH	1	\$442.50	\$442.50	SUNSET OVERLOOK BENCH CONC/MAS/STL
WHITE ROCK COMPLEX	WASTEWATER SYSTEM	SEPTIC SYSTEMS	EACH	1	\$25,000.00	\$25,000.00	WHITE ROCK LODGE SEWER
WHITE ROCK COMPLEX	WASTEWATER SYSTEM	SEPTIC SYSTEMS	EACH	1	\$20,000.00	\$20,000.00	WHITE ROCK CABIN #A SEWER
WHITE ROCK COMPLEX	WASTEWATER SYSTEM	SEPTIC SYSTEMS	EACH	1	\$20,000.00	\$20,000.00	WHITE ROCK CABIN #B SEWER
WHITE ROCK COMPLEX	WASTEWATER SYSTEM	SEPTIC SYSTEMS	EACH	1	\$20,000.00	\$20,000.00	WHITE ROCK CABIN #C SEWER
WHITE ROCK COMPLEX	WASTEWATER SYSTEM	SEPTIC SYSTEMS	EACH	1	\$30,000.00	\$30,000.00	WHITE ROCK HOST HOUSE SEWER

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
WHITE ROCK COMPLEX	WATER SYSTEM	SPRING, CONCRETE TROUGH OR TANK	EACH	1	\$1,000,000.00	\$1,000,000.00	WHITE ROCK RA CAMPGROUND
SHORES LAKE COMPLEX	BARRIER	PARKING BARRIER	LN FT	1000	\$34.73	\$34,730.00	ROCK
SHORES LAKE COMPLEX	BARRIER	WHEEL STOP	EACH	47	\$199.36	\$9,369.92	
SHORES LAKE COMPLEX	BUILDING	SERVICE	SQ FT	33	\$1000	\$33,000	SST TOILET @ SHORES LAKE GROUP SHELTER
SHORES LAKE COMPLEX	BUILDING	SERVICE	SQ FT	1250	\$100	\$125,000	SHORES LAKE GROUP SHELTER
SHORES LAKE COMPLEX	BUILDING	SERVICE	SQ FT	33	\$1000	\$33,000	SST TOILET @ SHORES LAKE CAMPGROUND
SHORES LAKE COMPLEX	BUILDING	STORAGE	SQ FT	151	\$99	\$15,000	STORAGE SHED AT SHORES LAKE
SHORES LAKE COMPLEX	BUILDING	INDUSTRIAL	SQ FT	68	\$397	\$27,000	WELL HOUSE @ SHORES LAKE
SHORES LAKE COMPLEX	BUILDING	OTHER INSTITUTIONAL USES	SQ FT	500	\$400	\$200,000	CAMPGROUND BATHHOUSE @ SHORES LAKE
SHORES LAKE COMPLEX	BUILDING	OTHER INSTITUTIONAL USES	SQ FT	1212	\$206	\$250,000	BATH HOUSE @ SHORSE LAKE DAY USE
SHORES LAKE COMPLEX	DAM		EACH	1	\$5,000,000	\$5,000,000	SHORES LAKE
SHORES LAKE COMPLEX	EROSION_CONTROL_DEVICE	RETAINING WALL	CU FT	540	\$64.31	\$34,727.40	DAY USE AREA; WOOD
SHORES LAKE COMPLEX	EROSION_CONTROL_DEVICE	STAIRWAY	SQ FT	20	\$184.90	\$3,698.00	WOOD
SHORES LAKE COMPLEX	EROSION_CONTROL_DEVICE	STAIRWAY	SQ FT	32	\$83.60	\$2,675.20	CONCRETE
SHORES LAKE COMPLEX	EROSION_CONTROL_DEVICE	RETAINING WALL	CU FT	300	\$97.75	\$29,325.00	PICNIC AREA; CONCRETE
SHORES LAKE COMPLEX	FENCE	NON-RANGE, RECREATION	LN FT	560	\$32.16	\$18,009.60	CHAINLINK

Appendix 3: Inventory of Government-Furnished Property

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
SHORES LAKE COMPLEX	FIRE_DEVICE	COMBINATION FIRE RING/GRILL	EACH	12	\$1,125.43	\$13,505.15	
SHORES LAKE COMPLEX	FIRE_DEVICE	PEDESTAL GRILL, LARGE	EACH	2	\$2,090.08	\$4,180.16	COMMERCIAL PEDESTAL GRILLS (GROUP)
SHORES LAKE COMPLEX	FIRE_DEVICE	FIRE RING	EACH	22	\$1,479.13	\$32,540.86	
SHORES LAKE COMPLEX	FIRE_DEVICE	PEDESTAL GRILL, SMALL	EACH	44	\$1,112.56	\$48,952.64	
SHORES LAKE COMPLEX	GATE	PIPE	EACH	4	\$2,977.55	\$11,910.20	ROAD GATES; STEEL
SHORES LAKE COMPLEX	MISC_RECREATION	PATHWAY	SQ FT	800	\$2.26	\$1,808.00	DECOMPOSED GRANITE
SHORES LAKE COMPLEX	MISC_RECREATION	INFORMATION KIOSK	SQ FT	16	\$88.43	\$1,414.88	OTHER
SHORES LAKE COMPLEX	MISC_RECREATION	FEE STATION	EACH	3	\$2,829.64	\$8,488.92	
SHORES LAKE COMPLEX	MISC_RECREATION	HOST SITE	EACH	1	\$11,595.09	\$11,595.09	
SHORES LAKE COMPLEX	MISC_RECREATION	PATHWAY	SQ FT	1500	\$5.47	\$8,205.00	CONCRETE
SHORES LAKE COMPLEX	MISC_RECREATION	SECURITY LIGHT	EACH	1	\$47.59	\$47.59	HOST SITE STREETLAMP
SHORES LAKE COMPLEX	MISC_RECREATION	PATHWAY	SQ FT	2400	\$5.47	\$13,128.00	ACCESSIBLE WATER RAMP
SHORES LAKE COMPLEX	MISC_RECREATION_UNIT	ACCESSIBLE/SOCIAL IMPACT	SQ FT	1200	\$1.35	\$1,620.00	CHAT
SHORES LAKE COMPLEX	MISC_RECREATION_UNIT	LANTERN POST	EACH	24	\$173.64	\$4,167.36	
SHORES LAKE COMPLEX	MISC_RECREATION_UNIT	TRAILER/RV HOOKUP	EACH	9	\$612.55	\$14,701.23	RV HOOKUPS (ELECTRICITY ONLY)
SHORES LAKE COMPLEX	MISC_RECREATION_UNIT	TENT PAD	EACH	24	\$758.86	\$18,212.64	
SHORES LAKE COMPLEX	RECORDING_SITE	REGISTRATION BOX, POST- MOUNTED	EACH	1	\$74.60	\$74.60	

Appendix 3: Inventory of Government-Furnished Property

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
SHORES LAKE COMPLEX	SANITATION	GARBAGE BIN	EACH	4	\$874.62	\$3,498.48	
SHORES LAKE COMPLEX	SANITATION	GARBAGE PAD	EACH	4	\$300	\$1200	
SHORES LAKE COMPLEX	SANITATION	GARBAGE CAN	EACH	2	\$51.45	\$102.90	
SHORES LAKE COMPLEX	SIGN	SITE (WITH BASE)	EACH	1	\$13,505.10	\$13,505.10	ENTRANCE SIGNS (DOUBLE SIDED); MDO PLYWOOD
SHORES LAKE COMPLEX	SIGN	VISITOR INFORMATION	SQ FT	25	\$64.31	\$1,607.75	INFO. BOARDS (NOT FEE STATIONS)
SHORES LAKE COMPLEX	SIGN	UNIT MARKER	EACH	22	\$353.71	\$7,781.62	UNIT SIGNS; FIBERGLASS
SHORES LAKE COMPLEX	SIGN	FEDERAL RECREATION SYMBOL	EACH	4	\$57.88	\$231.52	ACCESSIBILITY SIGNS; FIBERGLASS
SHORES LAKE COMPLEX	SIGN	SITE (ON POSTS)	EACH	2	\$3,086.88	\$6,173.76	ADDITIONAL SITE ENTRANCE SIGN
SHORES LAKE COMPLEX	SIGN	VISITOR INFORMATION	SQ FT	3	\$64.31	\$192.93	
SHORES LAKE COMPLEX	TABLE	PICNIC TABLE	EACH	60	\$1,000	\$60,000	MDO PLYWOOD
SHORES LAKE COMPLEX	TABLE	TABLE PAD	EACH	60	\$2,122.23	\$127,333.80	WOOD, HVY DUTY
SHORES LAKE COMPLEX	TABLE	PICNIC TABLE	EACH	6	\$353.71	\$12,733.38	EXPANDED METAL
SHORES LAKE COMPLEX	TABLE	BENCH	EACH	14	\$27.01	\$378.14	CONC/MAS/STL
SHORES LAKE COMPLEX	WASTEWATER_SYSTEM	SEPTIC SYSTEMS	GAL/DAY	1200	\$83	\$100,000	SHORES LAKE PICNIC SEWER
SHORES LAKE COMPLEX	WASTEWATER_SYSTEM	SEPTIC SYSTEMS	GAL/DAY	1200	\$83	\$100,000	SHORES LAKE CAMPGROUND SEWER
SHORES LAKE COMPLEX	WATERCRAFT_S WIM	BUOY, REGULATORY	EACH	600	\$340.84	\$204,504.00	600' ROPE BUOY LINE

Appendix 3: Inventory of Government-Furnished Property

Site Name	Item	Type	UOM	Quantity	Replacement Cost (each)	Total	Remarks
SHORES LAKE COMPLEX	WATERCRAFT_S WIM	BEACH	SQ FT	6000	\$3.00	\$18,000	
SHORES LAKE COMPLEX	WATERCRAFT_S WIM	FISHING PLATFORM	SQ FT	200	\$61.09	\$12,218.00	
SHORES LAKE COMPLEX	WATERCRAFT_S WIM	RAMP	SQ FT	1200	\$27.01	\$32,412.00	BOAT RAMP; CONCRETE
SHORES LAKE COMPLEX	WATER_SYSTE M	WELL, SUBMERSIBLE PUMP	EACH	1	\$1,500	\$1,500	

## Applicable Forest Orders

Included in this appendix are all regionwide and forest wide orders which apply to the Ozark-St. Francis National Forest. They appear in order by effective date beginning with the most recent. Additional orders, individually specific to each district, are available on the forest webpage. This webpage will also provide the most up to date closures and orders.

**Table 1. Applicable Forest Orders.**

<b>Effective Date</b>	<b>Expiration Date</b>	<b>Order #</b>	<b>Description</b>
08/01/2022	12/31/2026	08-10-00-22-136	<a href="#">Forest Roads Order</a>
08/01/2022	12/31/2026	08-10-00-22-134	<a href="#">Forest Developed Recreation Areas</a>
08/01/2022	12/31/2026	08-10-00-22-135	<a href="#">Forest Occupancy and Use Order</a>
08/01/2022	12/31/2026	08-10-00-22-133	<a href="#">Forest Day Use Order</a>
08/01/2022	12/31/2026	08-10-00-22-127	<a href="#">Forest Trails Order</a>
08/01/2022	12/31/2026	08-10-05-22-129	<a href="#">White Rock Rappelling Order</a>
08/01/2022	12/31/2026	08-10-05-22-141	<a href="#">Shores Lake Rappelling Order</a>



## Monthly or Annual Use/Fee Report

For:        Ranger District        National Forest  
 Reporting Period:

Campground	Total # of sites occupied	Total # of people	Percent Occupied	Camping fees collected on site	Fees for other goods & services	# Passes used (Senior / Golden/Access)	Rec.gov fees
<i>Beckett CG</i>	<i>8</i>	<i>18</i>	<i>80%</i>	<i>\$154</i>	<i>\$20</i>	<i>1</i>	<i>\$27</i>
<b>Grand Total</b>							

### End of Year Use/Fee Report Only

<b>Total Net Revenue</b>	
<b>Taxes paid</b>	
<b>Annual fees collected under Rec.gov</b>	
<b>Total Gross Revenue</b>	

## Customer Service Comment Card

Thank you for camping or visiting this recreation area. Please take a few moments to reflect on your recreation experience. We appreciate you taking time to evaluate, comment or share suggestions.

**Drop this off to your host, nearest Forest Service office or mail to: (Permittee Address)**

Campground or Recreation Area: \_\_\_\_\_

Date of Visit: \_\_\_\_\_ Type of Use (*Check all that apply*):

Camping    Day Use    Fishing    Boating    Hiking    Other \_\_\_\_\_

Did you reserve a campsite through the reservation company?    Yes    No

	Excellent	Good	Fair	Poor
Employee Courtesy/Attitude				
Employee Knowledge				
Cleanliness of Campsite				
Cleanliness of Facilities				
Fee Payment Procedures				
Price/Value of Campsite				
Information Available/Present				
Sense of Security				
<b>Overall Rating</b>				
<b>If you made reservations:</b>				
Ease of making contact				
Processed in Timely Manner				
Operator Courtesy/Attitude				
Operator Knowledge				
Price/Value of this Service				
<b>Overall Rating</b>				

**Please make comments or suggestions on the other side of this form**

Name/Address/Phone (Voluntary): \_\_\_\_\_

*Permittee/Company Name* is a concessionaire operating and maintaining these facilities under permit issued by the  
USDA Forest Service.



Forest Service  
U.S. DEPARTMENT OF AGRICULTURE

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Prospectus for Campground and Related Granger-Thye Concessions  
Cleveland National Forest

## Appendix 7: Standard Performance Evaluation Form

# Campground Concessionaire Performance Evaluation

<b>Forest:</b>	
<b>Ranger District:</b>	
<b>Permit Holder:</b>	
<b>Appraiser:</b>	
<b>Date:</b>	

**! Denotes Critical Element**

Performance Item	Above Expectations	Meets Expectations	Below Expectations	Unacceptable
<b>1. PERMIT TERMS</b>				
<b>! A. Insurance requirements met</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>! B. Payments timely</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Use Reports accurate & timely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>! D. Title VI requirements met</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Advertising & signage acceptable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Other permit terms met (specify below)				
Communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpretive Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Miscellaneous Sales	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fee-Offset Projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. OPERATION &amp; MAINTENANCE PLAN</b>				
<b>! A. O&amp;M Plan properly submitted</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>! B. Employees qualified and trained</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Employees knowledgeable of area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Item	Above Expectations	Meets Expectations	Below Expectations	Unacceptable
<b>! D. Ops &amp; maintenance performed correctly and in timely manner</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. PUBLIC SERVICE</b>				
<b>! A. Good PR maintained with Forest visitors</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Good comments received from visitors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>! C. Fees &amp; services provided as represented</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Proper ID of equipment and staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Visitor compliance with FS regulations obtained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Info and signs readable, current, presentable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. MEANINGFUL MEASURES</b>				
<b>Health and Cleanliness</b>				
<b>! A. Humans free from exposure to human waste</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>! B. Water and sewage treatment systems in compliance with State and FS standards</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Garbage does not overflow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Garbage containers are animal resistant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Litter & waste removal is timely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Graffiti removal is timely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G. Toilets & garbage containers free of odors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. "Pack In/Out" message is posted where used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Setting</b>				
<b>! A. Ecosystem protected against permanent loss</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Management activities are consistent with desired conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Item	Above Expectations	Meets Expectations	Below Expectations	Unacceptable
C. Services & recreation opportunities are consistent with ROS objectives	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Vegetation management plan adhered to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Unacceptable soil compaction, erosion, vegetation loss, etc., prevented or corrected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Safety &amp; Security</b>				
! A. Safety inspections completed & documented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
! B. High-risk conditions corrected prior to use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
! C. High-risk conditions occurring in season are corrected immediately, or identified, or the site is closed to the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Employees placed where required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. 36 CFR 261.14 infractions reported promptly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Responsiveness</b>				
! A. Facilities meet Forest Service Outdoor Recreation Accessibility Guidelines (FSORAG)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. Bulletin boards contain required info and are neat, visible, and easy to read	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Employees receive appropriate "Good Host" and customer-service training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Visitors feel welcome and appreciated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Condition of Facilities</b>				
! A. All facilities functional and in good repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. SST toilet standards are met	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. Facilities maintained in condition received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. Vandalism corrected promptly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Performance Item	Above Expectations	Meets Expectations	Below Expectations	Unacceptable
E. Roads and spurs maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Comments and/or corrective actions pertaining to specific items listed above:**

**Have all “Below Expectations” items from previous performance inspection/appraisal(s) been corrected?**

**Evaluation and Appraisal Overall Rating:**

**Above Expectations**       **Meets Expectations**       **Below Expectations**       **Unacceptable**

**Note:**

1. If any Critical Element is rated “Below Expectations” the best possible overall rating is Below Expectations.
2. If any Critical Element is rated “Unacceptable” the best possible overall rating is Unacceptable.
3. If one to three other elements are rated “Unacceptable” the best possible overall rating is Below Expectations.
4. If three or more Critical Elements are rated “Below Expectations” or over four other elements are rated “Unacceptable” the best possible rating is Unacceptable.

**Below Expectations:** The permit holder is given notice regarding which element(s) justify the rating, and if performance in this element(s) is not improved prior to the next rating period, the Below Expectations rating shall be reduced to an Unacceptable rating.

**Unacceptable:** The permit holder is issued written notice of the Opportunity to Take Corrective Action as stipulated in Section V (C) of the Special-Use Permit. This is the required first step in suspension and/or revocation of use over all or portions of the permit area. In some instances, such as a lack of adequate insurance, safety issues, etc., suspension or revocation may take place immediately.

**Signatures:**

Print Name:	
<b>Permit Holder Representative</b>	<b>Date</b>

Print Name:	
<b>Forest Representative</b>	<b>Date</b>

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

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# 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.

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## 2342.1 - Exhibit 01

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### 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 concessionaires. 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.

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**2342.1 - Exhibit 01--Continued**

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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

## Minimum Content of the Proposed Annual Operating Plan

This appendix enumerates the minimum that must be included in the applicant’s proposed annual operating plan regarding the annual operating season, staffing, and operation and maintenance of the concession opportunity.

The applicant’s proposed annual operating plan must be consistent with the concession prospectus (prospectus) and concession permit (permit). The applicant’s proposed operating plan may not contain any language that shifts, or could be interpreted as shifting, responsibility to the Forest Service for all or part of the applicant’s responsibilities under the permit, including but not limited to the applicant’s responsibilities for public health and safety such as inspecting, identifying, and felling of hazard trees in the permit area.

The Forest Service will evaluate the applicant’s proposed annual operating plan based on the criteria specified in the prospectus. The selected applicant’s proposed annual operating plan will be submitted to the authorized officer for review and approval.

If you have questions, please contact:

<b>David Brickley Recreation Program Manager</b>	<b>Mailing Address</b>
Telephone: 479-667-2191	Ozark St. Francis National Forest Boston Mountain Ranger District
Email: david.brickley@usda.gov	1803 North 18 <sup>th</sup> St Ozark, AR 72949

In the event the USDA receives a demand or request for applicants’ Confidential Information and disclosure of such Confidential Information is required by law, the USDA may disclose the Confidential Information provided that: (a) before making any such disclosure, USDA provides applicant with, to the extent legally permitted, immediate written notice of such demand or request so that applicant may seek a protective order or other remedy; and (b) USDA does not disclose more than that portion of the Confidential Information which USDA is legally required to disclose.

# Contents

1. Annual Operating Season.....	1
2. Staffing.....	1
2a. Supervision and Management.....	1
2b. Personnel.....	1
2c. Employee Training.....	2
2d. Employee Conduct.....	2
2e. Uniforms and Motor Vehicle Identification and Use.....	2
3. Customer Service.....	2
4. Pre-Season Operations.....	2
4a. Annual Pre-Season Safety and Facility Inspections.....	3
4b. Pre-Season Requirements for Water Systems.....	3
4c. Pre-Season Holder Maintenance, Reconditioning, and Renovation (MRR).....	4
5. Operational Requirements and Holder MRR During the Operating Season.....	4
5a. Operational and Maintenance Requirements for Water Systems.....	4
5b. Holder MRR During the Operating Season.....	5
5c. Standards for Facility Cleaning and Holder MRR.....	5
5c1. All Facilities.....	5
5c2. Bathhouse and Showers.....	5
5c3. Toilet Facilities.....	6
5c4. Picnic Tables.....	7
5c5. Fire Rings and Grills.....	7
5c6. Grounds.....	7
5c7. Roads and Trails.....	7
5c8. Barriers.....	8
5c9. Water Hydrants.....	8
5c10. Trash Receptacles.....	8
5c11. Campsite Markers.....	8
5c12. Bulletin Boards, Signs, and Fee Stations.....	8
5c13. Fee Enforcement.....	8
5c14. Cabins and Lodge.....	8
5c15. Trail Shelters.....	9
6. Mid-Season Safety and Facility Inspections.....	9
7. Signs and Posters.....	9
7a. Identification of Concession Operation.....	10
7b. Title VI Compliance.....	10
7c. Signs and On-Site Advertising.....	10
8. Advertising.....	10
8a. Accurate Representation.....	10
8b. Equal Opportunity.....	10
9. Fire Prevention and Suppression Plan.....	10
10. Road and Trail Maintenance.....	11
11. Emergency Response.....	11
12. Law Enforcement, Recreation Area Security, and Rules of Use.....	11
12a. Law Enforcement.....	11
12b. Facility Security.....	11
13. Communications Systems.....	12

14. Bears and Other Wildlife .....	12
15. Rodent Control .....	13
16. Vegetation Management .....	13
16a. Vegetation Management Plan .....	13
16b. Use of Pesticides.....	13
16c. Management of Noxious Weeds .....	13
16d. Felling of Hazard Trees .....	13
16e. Disposal of Trees that Do Not Meet Utilization Standards.....	14
16f. Disposal of Trees that Meet Utilization Standards.....	14
17. Use of Fee Sites by Non-Paying Visitors and Management of Non-Paying Customers.....	15
18. Optional Programs .....	15
18a. Interpretive Programs.....	15
18b. Recycling Program .....	15
19. Optional Services .....	15
20. Performance Evaluations .....	16
21. Post-Season Operations.....	16
21a. Post-Season Requirements for Water Systems .....	16
21b. Utilities .....	16
21c. Post-Season Safety and Facility Inspection .....	16
22. Boating Safety and Regulations .....	17
22a. Watercraft Rentals.....	17
23. Boat Ramp and Dock Maintenance.....	17
24. Beach and Swimming Area.....	18
25. Aquatic Invasive Species Prevention.....	18

**List of Tables**

Table 1. Recommended number of hosts by location.....	1
---	---

# 1. Annual Operating Season

The annual operating season is the period each year that the facilities are open to the public. The minimum annual operating season is year-round. Applicants may propose a longer annual operating season. All campsites in the concession opportunity must be open seven days per week, including holidays, during the minimum annual operating season.

The proposed annual operating plan must specify the dates of the beginning and end of the annual operating season, as well as the dates of the beginning and end of pre-season and post-season operations.

## 2. Staffing

The Proposed annual operating plan must provide for sufficient staffing to meet the requirements for operating and maintaining the concession opportunity as described in the concession prospectus (prospectus) and provided for in the concession permit (permit). The proposed annual operating plan must provide for the applicant to furnish and train all personnel and supervise their activities under the permit.

The proposed annual operating plan must require the applicant to comply with applicable state and federal laws and regulations governing employment, wages, and worker safety, equal opportunity, civil rights, workers compensation, and employment of people with disabilities and noncitizens.

### 2a. Supervision and Management

The proposed annual operating plan must designate a representative who will serve as the liaison between the applicant and Forest Service and have full authority to act on the terms of the permit.

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 designees' names and job titles must be included in the application.

The proposed annual operating plan must provide sufficient on-site supervisory staff to provide direction and oversight of hosts and other field personnel during the operating season.

### 2b. Personnel

In addition to the requirements outlined in the supervision and management section, the proposed annual operating plan should provide for site managers "hosts" to be located at the sites listed below. A history of operations experience indicates that having personnel stationed at these sites is useful given the complexity of operations at these sites.

**Table 1. Recommended number of hosts by location**

District / Area	Site Name	Recommended Number of Hosts
Boston Mountain	White Rock Recreation Area	2
Boston Mountain	Shores Lake Recreation Area	2

The proposed annual operating plan must include staffing hours, schedules, and personnel locations for operations and maintenance. The proposed annual operating plan should include job descriptions and level of authority for all employee positions.

## 2c. Employee Training

The proposed annual operating plan must describe the training program for the applicant's employees.

## 2d. Employee Conduct

The proposed annual operating plan must specify that the applicant will be responsible for the conduct of the applicant's employees, including ensuring that they conduct themselves professionally at all times, and their compliance with all applicable federal, state, and local laws. Federal prohibitions include but are not limited to:

- Engaging in conduct prohibited by Forest Service regulations at 36 CFR Part 261, Subpart A; and
- Being under the influence of intoxicating beverages or narcotic drugs while on duty.

## 2e. Uniforms and Motor Vehicle Identification and Use

The proposed annual operating plan must include a description of the components of the uniform for the applicant's employees. The proposed annual operating plan must provide for the applicant's employees to have a professional uniform including a name tag identifying them as the applicant's employees, and the uniform must be clean and presentable when worn. The proposed annual operating plan must provide for the applicant's employee uniforms to be readily identifiable to the public. The proposed annual operating plan must provide that the applicant's employees may not wear any component of the Forest Service uniform, including Forest Service volunteer uniform components.

The proposed annual operating plan should provide for the applicant's motor vehicles to be clean, quiet, and well-maintained and for the applicant's name to be professionally displayed on each side of vehicles used in the recreation areas. Motor vehicle use is allowed on National Forest System roads and National Forest System trails only if they are designated for that purpose or if motor vehicle use of those roads and trails is expressly authorized by the permit.

## 3. Customer Service

The proposed annual operating plan must address development and implementation of a customer service program that responds to customers' requests in a helpful, timely, courteous, and professional manner.

The proposed annual operating plan must provide for making customer service comment cards available to the public. A sample comment card is included in FS-2700-34, Appendix 6.

The Forest Service reserves the right to conduct random use counts and surveys in the permit area regarding the service they are receiving. These surveys may be used for ongoing monitoring, as well as the holder's annual performance evaluation (FS-2700-34, Appendix 7).

## 4. Pre-Season Operations

The proposed annual operating plan must require the applicant to conduct the following pre-season inspections and maintenance before the annual operating season begins.

## 4a. Annual Pre-Season Safety and Facility Inspections

The Forest Service has no duty to inspect the permit area or operations of the selected applicant for hazardous conditions or compliance with health and safety requirements or to correct hazards identified in the permit area. The proposed annual operating plan must provide that the applicant is solely responsible for performing and documenting an annual pre-season safety and facility inspection of the permit area, including inspection of hazard trees; correcting any safety and maintenance deficiencies identified during the inspection, including identifying and felling of hazard trees, before the operating season begins; and documenting any corrective actions taken. For purposes of this operating plan, “hazard tree” is defined as a standing tree that presents a visible hazard to people or property due to conditions such as deterioration of or damage to the root system, trunk, stem, or limbs or the direction or lean of the tree. The proposed annual operating plan must provide that the applicant is solely responsible for eliminating or mitigating high-risk conditions as soon as practicable and for closing affected areas until the high-risk conditions are eliminated or mitigated.

## 4b. Pre-Season Requirements for Water Systems

The proposed annual operating plan must provide for compliance with all existing and future applicable federal, state, and local public health and safety requirements for operation of the water systems, including any required certifications. A known certification requirement for the concessionaire at this time is a Water Treatment II Operator certification, which must be obtained within the first 12 months of operation. It is highly recommended that the operator of both systems be qualified as a Water Treatment Operator, Grade II.

The proposed annual operating plan must provide for properly activating the water systems before opening the facilities. The proposed annual operating plan must provide for the applicant to affect all repair of water system components necessitated by vandalism or improper operation or maintenance, such as damage to valves, water lines, and other system components due to insufficient draining at shutdown that resulted in water being left in the system and freezing over the winter.

The proposed operating plan must include procedures for ensuring the safety of the water system prior to the operating season, including but not limited to:

- Cleaning the insides of the well and storage tank, where applicable.
- Thoroughly flushing the entire system to remove any foreign matter.
- Distributing throughout the system a chlorine solution that tests at a level of more than 10 ppm at the most distant hydrant and allowing the chlorine solution to sit for at least 24 hours to sanitize the system.
- Obtaining satisfactory bacteriological test results from a state-certified laboratory.
- Flush entire system to fully remove sediment and ensure chlorinated water has reached all parts of the system.
- Post signage at hydrant locations reminding visitors to keep the hydrant sanitary (e.x. cleaning or washing of personal property or food is prohibited).
- Inspection of the singular air relief valve for proper operation.
- All repairs must meet current plumbing codes.

## 4c. Pre-Season Holder Maintenance, Reconditioning, and Renovation (MRR)

The proposed operating plan must provide for a thorough cleaning of all recreation area facilities prior to the operating season. Tasks must include but are not limited to:

- Cleaning and sanitizing toilet facilities and checking toilet vault levels.
- Clearing campsites of any debris and overgrown vegetation.
- Removing any litter from fire rings and the facilities generally.
- Emptying trash receptacles.
- Removing any graffiti from facilities and repairing any vandalized facilities.

## 5. Operational Requirements and Holder MRR During the Operating Season

The proposed annual operating plan must address the following operational requirements and holder MRR during the operating season.

### 5a. Operational and Maintenance Requirements for Water Systems

The proposed annual operating plan must provide compliance with form FS-2700-4h, Appendix F, Operation of Federally Owned Drinking Water Systems, and all existing and future applicable federal, state, and local requirements for operation and maintenance of the water systems during the operating season, including routine, repeat, and special purpose bacteriological testing and any required notifications and retesting if results are unsatisfactory. Per current Forest Service water testing requirements, bacteriological water samples must be taken monthly, and a nitrate and nitrite test for each potable water system source is required once per year. The state may require annual or scheduled nitrate and nitrite testing. The proposed annual operating plan must provide for the applicant to send all water samples for each water system to a state-certified laboratory and to send all test results for each water system to the state department of public health as frequently as required by the state and to the Forest Service monthly. The proposed annual operating plan must provide for the holder to conduct sampling and submit all documents by the 5<sup>th</sup> of every month to the Forest Service.

The proposed annual operating plan must provide for all personnel operating and testing water systems to be certified as required by applicable federal, state, and local law. It is highly recommended that the operator of both systems be qualified as a Water Treatment Operator, Grade II.

The proposed annual operating plan must provide for the applicant to maintain a log of operation and maintenance of all water systems that at a minimum includes:

- Meter readings.
- Dates, times, and results of all testing, inspections, cleaning, repairs, operational adjustments, and maintenance, including maintenance of the distribution system.

- For chlorinated systems, chlorine residual testing documentation, including the testing method, location, date, and time; chlorine amounts and levels; and flushing.

The proposed annual operating plan must provide for the applicant to make the log available to the Forest Service upon request.

The proposed annual operating plan must provide for the applicant to perform routine sanitary surveys of water systems to ensure their integrity.

The proposed annual operating plan must provide for the applicant to be responsible for all costs associated with testing and monitoring the water systems.

The proposed annual operating plan must provide for the applicant to make any repairs of the water systems necessitated by vandalism, natural events, or improper operation or maintenance.

## **5b. Holder MRR During the Operating Season**

The proposed annual operating plan must specify the types and frequency and provide documentation of holder MRR. Holder MRR is not subject to Granger-Thye (GT) fee offset. Only Government maintenance, reconditioning, renovation, and improvement is subject to GT fee offset under a GT fee offset agreement.

## **5c. Standards for Facility Cleaning and Holder MRR**

The proposed annual operating plan must provide that the holder will maintain and document any hazardous materials to be utilized in facility cleaning and upkeep to OSHA (Occupational Safety and Health Administration) standards. The proposed annual operating plan must include standards and timeframes for cleaning facilities and holder MRR that at a minimum address the following.

### **5c1. All Facilities**

- Removal of graffiti and repair of vandalized facilities.
- Cleaning and maintenance of facilities.
- Visitor and vehicle capacity.
- Conducting and documenting annual pre-season and end-of-season safety and facility inspections and correcting identified deficiencies identified during pre-season inspections before the operating season begins and correcting deficiencies identified during the end-of-season inspection before the next operating season begins.
- Eliminating or mitigating any high-risk conditions identified during the operating season as soon as practicable or closing affected areas.
- Ensuring electrical systems meet applicable state and local requirements.
- Cutting grass and trimming overhanging brush around picnic tables, bulletin boards, water hydrants, barriers, signs, buildings, parking areas, paths, campsites, and other facilities.

### **5c2. Bathhouse and Showers**

Holidays and other ‘busy’ time frames may require additional efforts for upkeep.

- Removal of any items left behind by visitors in the area.
- Prevention and removal any soap film or mildew from walls and floors.
- Polishing of chrome ware including shower heads, faucets, handles, and soap trays.
- All floor space, including hallways, are swept and mopped to clear litter, dirt, and any excess water.
- Leaking water from any hardware, such as shower heads, is addressed.
- Prevention of mold including proper ventilation and cleaning.
- Painting utilizing marine-grade paint.
- Change trash can liners.
- Clean windows.
- Removal of spider webs.
- Odor control practices (ensure approval from Forest for any chemical practices).

### **5c3. Toilet Facilities**

- Cleaning frequency and procedures, including:
  - Procedures for keeping toilet facilities free of objectionable odor.
  - Requiring Forest Service approval for any deodorants, disinfectants, and fly strips provided by the applicant.
  - Removal of any exposed human waste immediately upon discovery or notification.
  - Keeping the outside step and exterior of toilet buildings, including the roof, free of dirt and debris.
  - Keeping walkways and trails free of obstructions and excess vegetation.
- Maintenance frequency and procedures, including:
  - Painting the interior of at least 20% of the toilet facilities each year in a color approved by the Forest Service.
  - Completely pump toilet vaults when they become 75% full and completely pumping toilet vaults that are more than 50% full at the end of the final operating season under the permit.
- Pumping septic tanks for flush toilets on a schedule agreed to with the Forest Service.
- Placement of enzymes into septic system drains to break down any solid waste buildup (see Prospectus I.F. Utilities and Waste Management).
- Meeting applicable federal, state, and local requirements for all other types of sewage treatment systems.
- Transporting all sewage from the campgrounds to a sanitary landfill, sewage lagoon, or treatment plant approved by the Forest Service.

#### **5c4. Picnic Tables**

- Mowing grass and trimming vegetation around the picnic area.
- Maintaining sufficient vegetation, gravel, or other material approved by the Forest Service around picnic tables to prevent mud and erosion.
- Maintaining a level surface for picnic tables.

#### **5c5. Fire Rings and Grills**

- Keeping fire rings free of litter and level.
- Maintaining sufficient concrete, gravel, or other material approved by the Forest Service around fire rings to prevent mud and erosion.
- Clearing all combustible materials and vegetation within a distance of at least 3 feet from fire rings.
- Removing ashes, charcoal, and unburned wood from fire rings and grills when the debris level is less than 4 inches from the top of the ring or grill.
- Disposing of ashes, charcoal, and unburned wood off National Forest System lands and in accordance with applicable state and local law.
- Not placing hot ashes, charcoal, and unburned firewood in dumpsters or trash receptacles.
- Removing any fire rings, fire pits, and other modifications that were not installed or approved by the Forest Service, including any ashes, charcoal, and unburned wood, and scattering the rocks and spreading soil over the areas.

#### **5c6. Grounds**

- Keeping the recreation areas free of litter and domestic animal waste.
- If pack-in, pack-out requirements apply, prominently displaying those requirements; providing trash bags to customers; and removing any trash within 24 hours of discovery or notification.
- Preventing or correcting loss of vegetation and erosion caused by recreational use in accordance with the approved vegetation management plan.
- Removing any nails, ropes, and wire from trees.
- Mowing grass and trimming vegetation, including the leach field (see Prospectus I.F. Utilities and Waste Management).

#### **5c7. Roads and Trails**

- Maintaining walkways and paths, including clearing debris and trimming overhanging vegetation and maintaining proper drainage to minimize water damage.
- Treating and maintaining roads in the permit area to control dust.

- Cleaning and maintaining ditches and culverts in the permit area to allow proper drainage.
- Brushing and minor tread repair of trails located within the recreation areas. Brushing to occur at least once per year in late spring or early summer.

### **5c8. Barriers**

- Trimming vegetation around barriers to keep them visible.

### **5c9. Water Hydrants**

- Ensuring that water hydrants meet federal and state standards.
- Replacing the gravel sump when sour-smelling, filled with dirt, or excess water does not properly drain.
- Posting water hydrants with a sign prohibiting dish washing, bathing, hand washing, and fish cleaning from the hydrants.

### **5c10. Trash Receptacles**

- Specifying the type, size, number, and locations of trash receptacles.
- Emptying trash before it exceeds the capacity of the receptacle.
- Keeping areas where trash receptacles are located clean and free of objectionable odors.
- Disposing of all trash from National Forest System lands in accordance with applicable state and local law.

### **5c11. Campsite Markers**

- Ensuring that campsite markers are well-maintained, neatly arranged, and meet Forest Service sign standards.

### **5c12. Bulletin Boards, Signs, and Fee Stations**

- Ensuring that information boards look professional and uncluttered and contain appropriate and current information in multiple languages, as needed.
- Ensuring that signs, bulletin boards, and fee stations are well-maintained and meet Forest Service sign standards.

### **5c13. Fee Enforcement**

- Providing for enforcement of camping and other use fees.

### **5c14. Cabins and Lodge**

- Prior to occupancy, pick up all litter in and around the structure, including porches.
- Sweep, mop, and disinfect all floors and surfaces.

- Dust counters, tables, and fixtures.
- Clean and disinfect all cooking surfaces and appliances. Remove old food and empty trash.
- Clean bathrooms in accordance with toilet facility standards (see Section 5c3).
- Ensure sleeping areas are clean and functional, including changing linens, if applicable.
- Remove cobwebs and inspect for insect or rodent presence.
- Remove ashes and trash from fireplaces. Stack firewood safely and inspect fireboxes for damage.
- Conduct a final review and perform routine maintenance as needed before re-rental.

### **5c15. Trail Shelters**

- Remove trash, litter, and any natural debris in and around shelter area.
- Remove nests, webs, and debris from ceilings and support beams.
- Inspect for vandalism or damage and repair as needed.
- Maintain the general area around the shelters to ensure safe and welcoming public access.

## **6. Mid-Season Safety and Facility Inspections**

The Forest Service has no duty to inspect the permit area or operations of the selected applicant for hazardous conditions or compliance with health and safety requirements or to correct hazards identified in the permit area. The proposed annual operating plan must provide that the applicant is solely responsible for performing mid-season safety and maintenance inspections of the permit area, including inspection of hazard trees, at a minimum prior to July 4<sup>th</sup> and the Labor Day weekend, and documenting any deficiencies identified during mid-season inspections. The proposed annual operating plan must provide that the applicant is solely responsible for correcting any safety and maintenance deficiencies identified during mid-season inspections, including identifying and felling hazard trees, as soon as practicable and documenting any corrective actions taken. The proposed annual operating plan must ensure that the applicant is solely responsible for eliminating or mitigating high-risk conditions as soon as practicable and for closing affected areas until the high-risk conditions are eliminated or mitigated.

## **7. Signs and Posters**

The proposed annual operating plan must provide for the applicant to supply all signs and posters and for all signs and posters to be approved by the Forest Service. The Forest Service can provide information on companies that sell Forest Service-approved signs. The proposed annual operating plan may provide for the applicant to enter into a collection agreement with the Forest Service for the purchase of Unicorn P Code signs if the applicant is not able to purchase them.

## 7a. Identification of Concession Operation

The proposed annual operating plan must provide for posting a sign on the entrance board for each campground stating that the campground is operated under a permit issued by the Forest Service and including the name of the concessioner and the concessioner's contact information.

## 7b. Title VI Compliance

The proposed annual operating plan must provide for posting signage with Forest Service-approved wording documenting compliance with Title VI of the Civil Rights Act of 1964, such as USDA's And Justice for All poster.

The proposed annual operating plan must provide for the Unicorn P23-43 Welcome to Your National Forests poster or a Forest Service-approved equivalent to be posted on entrance boards to inform the public of applicable prohibitions in Forest Service regulations at 36 CFR Part 261, Subpart A.

## 7c. Signs and On-Site Advertising

The proposed annual operating plan must provide for the location, design, size, color, and content of any additional signs or advertising posted on National Forest System lands to be approved by the Forest Service.

# 8. Advertising

The proposed annual operating plan must provide information on how the applicant is going to advertise the permit area to the public.

## 8a. Accurate Representation

The proposed annual operating plan must provide that the applicant may not misrepresent in any way, either orally, online, or in print, any aspect of the authorized use and occupancy, including services provided by the applicant, the status of the permit, or the permit area. The proposed annual operating plan must provide for all forms of the applicant's advertising to state that the permit area is located in the Ozark St.-Francis National Forest.

## 8b. Equal Opportunity

The proposed annual operating plan must provide for all forms of advertising to state that the applicant is an equal opportunity provider.

# 9. Fire Prevention and Suppression Plan

The proposed annual operating plan must include a proposed fire prevention and suppression plan that addresses at a minimum:

- Procedures for preventing and suppressing wildfires and structural fires.
- Reporting procedures and emergency response for fires.
- Training and experience required for employees for fire prevention and suppression.
- Fire prevention and suppression tools and equipment that will be maintained on-site.

- Visitor and employee safety, including but not limited to an emergency evacuation plan and communication plan.

## **10. Road and Trail Maintenance**

At a minimum, the proposed annual operating plan must provide for the applicant to maintain vehicular and pedestrian access to the facilities in a safe and passable condition and in accordance with Forest Service standards, including but not limited to mowing along road shoulders and around parking barriers for visibility; brushing to facilitate vehicular access; and cleaning culverts at the beginning of each operating season and following large storms.

The proposed operating plan must provide for basic trail maintenance, including but not limited to brushing and minor tread repair, for trails within the recreation areas, with brushing occurring at least once per year in late spring or early summer.

## **11. Emergency Response**

The proposed annual operating plan must address how the applicant will respond to medical, law enforcement, facility, fire, flood, and other types of emergencies that might occur in and around the recreation areas.

## **12. Law Enforcement, Recreation Area Security, and Rules of Use**

### **12a. Law Enforcement**

Forest Service, state, and local law enforcement and the selected applicant each have enforcement roles at facility concessions. Form FS-2700-34, Appendix 8, addresses enforcement authorities and responsibilities at campground and other facility concessions (FSM 2342.1, exhibit 01).

### **12b. Facility Security**

The proposed annual operating plan must address security, including but not limited to rules of use the applicant will post and enforce at the recreation areas.

The proposed annual operating plan must provide for the applicant to report vandalism, destruction of federal or personal property, and criminal violations within 24 hours of discovery or notification to local law enforcement and the Forest Service.

The proposed annual operating plan must address measures that will be taken to prevent vehicle parking from causing resource damage and blocking traffic.

### **12c. Rules of Use**

The proposed annual operating plan must include, but is not limited to, rules of use addressing the following:

- Leashing of dogs.
- Exceeding the stay limit.
- Failure to pay camping/lodging and other use fees.
- Excessive noise.
- Improper disposal of wastewater and sewage.
- Parking or camping in undesignated sites.
- Use of motor vehicles off designated routes and at an excessive speed.
- Overnight camping in parking areas.
- Discharge of firearms in the permit area.
- Vandalism, particularly of toilet facilities and trees.
- Improper use of hydrants, e.g., for fish cleaning.
- Illegal campfires.
- Applicable noise restrictions.

### **13. Communications Systems**

The proposed annual operating plan must provide for complete, timely, and accurate communication (e.g., via two-way radios and cellular telephones) among all employees, the Forest Service, Recreation.gov., and emergency response agencies.

The proposed annual operating plan must identify the applicant's on-site representative and how that person will communicate with the Forest Service on-site.

The proposed annual operating plan may not provide for use of Forest Service radio frequencies and equipment.

### **14. Bears and Other Wildlife**

The proposed annual operating plan must address facilitation of safe human-wildlife interactions, including but not limited to posting the following precautions and guidelines:

- Do not feed bears or other wildlife.
- Report bear activity within 24 hours to the state department of fish and wildlife.
- Post messages relating to bear activity on signboards.
- Use approved wildlife-proof trash containers, as needed.
- Keep all food in secure containers.
- Properly dispose of all trash and wastewater containing food as soon as possible.

The proposed annual operating plan must provide for posting information about bear activity in the campgrounds on signboards.

## 15. Rodent Control

The proposed annual operating plan must address rodent control if it is identified as a concern in the prospectus and must provide information about the prevalence of and precautions for Hantavirus and plague in the recreation areas on signboards.

## 16. Vegetation Management

### 16a. Vegetation Management Plan

The proposed annual operating plan must include a proposed vegetation management plan specifying the methods, frequency, and types of vegetation management to be conducted by the applicant to meet operation and maintenance requirements in the proposed annual operating plan.

The proposed annual operating plan must address scheduled tree removal to be completed from December 1<sup>st</sup> to February 28<sup>th</sup> to minimize risks to endangered bats, and hazard trees that must be removed outside of that time be coordinated with District recreation and wildlife staff.

### 16b. Use of Pesticides

The proposed vegetation management plan must provide for the use of pesticides in accordance with the terms of the permit, including but not limited to submission of a Pesticide-Use Proposal for concurrence by the Forest Service.

### 16c. Management of Noxious Weeds

The proposed vegetation management plan must provide for preventing the infestation and spread of noxious weeds in the permit area, including the ability to identify common noxious weeds in the permit area; performing timely treatment by mechanical or chemical means in accordance with a Pesticide-Use Proposal; and performing timely and effective revegetation of disturbed areas where noxious weeds may grow. The proposed vegetation management plan may provide for use of a collection agreement with the Forest Service for noxious weed treatments.

### 16d. Felling of Hazard Trees

The proposed annual operating plan must provide for the applicant to submit a request to the authorized officer to remove any hazard trees identified by the holder as soon as practicable after identification. The proposed annual operating plan must provide for the authorized officer to respond to the request in writing as soon as practicable.

Consistent with the prospectus, the proposed annual operating plan must provide that:

- The applicant's annual responsibility for the costs of felling hazard trees in the permit area is limited to **1%** of the applicant's annual adjusted gross revenue.
- The Forest Service is responsible for paying the annual costs of felling hazard trees in the permit area only to the extent the annual costs exceed **1%** of the applicant's annual adjusted gross revenue.

- The Forest Service's responsibility for the annual costs of felling hazard trees in the permit area that exceed 1% of the holder's annual adjusted gross revenue in no way affects the applicant's sole responsibility for inspection, identification, and felling of hazard trees in the permit area.
- Only the annual costs of felling hazard trees in the permit area that exceed 1% of the applicant's annual adjusted gross revenue are eligible for GT fee offset.
- The extent to which the annual costs of felling hazard trees that exceed 1% of the applicant's annual adjusted gross revenue are eligible for GT fee offset must be identified in the GT fee offset agreement.

The proposed annual operating plan must provide for the applicant to notify the authorized officer when approved cutting, destruction, or trimming of hazard trees and other types of vegetation has been completed.

## **16e. Disposal of Trees that Do Not Meet Utilization Standards**

The proposed vegetation management plan must provide for the applicant to:

- Cut all stumps from hazard tree removal flush with the ground to reduce tripping hazards.
- Buck slash and logs; and
- Stack slash and logs for customer use, remove them from the facility area, or scatter.

The proposed vegetation management plan must provide for the applicant to remove any slash or logs that are a barrier to use of a campsite or constitute a safety hazard. The proposed annual operating plan may provide for slash and logs 6 inches or less in diameter to be bucked for free firewood and for slash and logs greater than 6 inches in diameter to remain on-site as woody material for wildlife.

## **16f. Disposal of Trees that Meet Utilization Standards**

The proposed vegetation management plan must provide for the Forest Service to determine the method of disposal of trees felled in the permit area that meet utilization standards. The proposed annual operating plan must provide for disposal to be by sale or without charge per 36 CFR Part 223, as may be most advantageous to the United States.

The proposed annual operating plan must provide that if sale to the applicant is deemed appropriate for disposal by the authorized officer, in consultation with the local timber management staff, any such timber sale contract between the Forest Service and the applicant will not be interpreted to override or modify the Damage to United States Property clause, clause III.G, and the Indemnification of the United States Clause, clause III.J, in the permit or in any way affect the Forest Service's ability to recover as an additional insured under the insurance obtained by the applicant under the Insurance Clause, clause III.K, in the permit for any injury, loss, or damage arising from the applicant's use and occupancy, including cutting, destruction, or trimming of vegetation in the permit area.

## **17. Use of Fee Sites by Non-Paying Visitors and Management of Non-Paying Customers**

The proposed annual operating plan must provide for limited use of toilet facilities, picnic tables, and potable water facilities in the recreation areas by non-paying visitors at no charge. The proposed annual operating plan may provide for charging non-paying visitors a fee for using dump stations to refill water tanks or dump waste.

The proposed operating plan must address how non-paying customers will be managed.

## **18. Optional Programs**

### **18a. Interpretive Programs**

If interpretive programs are offered, the proposed annual operating plan must provide that any proposed interpretive programs meet applicable accessibility requirements.

The proposed annual operating plan must specify any charges for interpretive services.

The proposed annual operating plan must include an interpretive services plan for any interpretive services proposed by the applicant. The interpretive services plan must include:

- The location, type (e.g., campfire programs, guided walks, brochures, children's activities, or displays), and frequency of interpretive services.
- The topics (e.g., natural and cultural resources, fisheries and wildlife, fire management, and water resources) and a synopsis of the subject matter of the contents of the interpretive program.
- A description of the presenters, including any contractors such as museums, historical societies, and interpretive associations, and their qualifications.

### **18b. Recycling Program**

If a recycling program is offered, the proposed annual operating plan must provide for recycling of all standard recyclable materials and must include a description of proposed recycling services for each facility. The proposed annual operating plan must provide for the applicant to conduct and cover the costs of the recycling program, including emptying materials from the recycling receptacles and transporting them from the facilities to an appropriate recycling facility, and for recycling receptacles provided by the applicant to be subject to Forest Service approval. The proposed annual operating plan may provide that any proceeds from the sale of recycled materials may be retained by the applicant and will not be counted as income for land use fee calculation purposes.

## **19. Optional Services**

The proposed annual operating plan must describe any additional services to be provided, such as:

- The sale of firewood, camping or fishing supplies, and food items, e.g., ice, soda, and bottled water.
- Rental of bikes and fishing equipment.

- Guided interpretive tours.
- Rental of non-motorized recreational watercraft, e.g. kayaks, canoes, SUP (stand-up paddleboards). For specific watercraft rental guidelines, see section 22 below.
- Rental of ‘glamping’ items, e.g. yurts

## 20. Performance Evaluations

The proposed annual operating plan must provide for the Forest Service, to the extent deemed feasible and appropriate by the Forest Service, to conduct a performance evaluation during the applicant’s annual operating season and, to the extent deemed feasible and appropriate by the Forest Service, to conduct a follow-up performance evaluation before the end of the holder’s annual operating season to determine whether any noncompliance identified during the mid-season performance evaluation has been corrected.

## 21. Post-Season Operations

The proposed annual operating plan must address the following requirements for post-season operations.

### 21a. Post-Season Requirements for Water Systems

The proposed annual operating plan must provide for properly shutting down the water systems during the winter season, including:

- Draining all pumps, holding tanks, water lines, hydrants, and faucets, ideally by pressurizing them with an air compressor.
- Securing hand pumps so that water is not available to the public.

### 21b. Utilities

The proposed annual operating plan must provide for utility services to be shut down and final meter readings to be made at the end of the operating season. The proposed annual operating plan must provide for garbage dumpsters to be secured to prevent overflow from off-season visitors.

### 21c. Post-Season Safety and Facility Inspection

The Forest Service has no duty to inspect the permit area or operations of the selected applicant for hazardous conditions or compliance with health and safety requirements or to correct hazards identified in the permit area. The proposed annual operating plan must provide that the applicant is solely responsible for conducting and documenting an annual post-season safety and facility inspection of the recreation areas, including inspection of hazard trees, and preparing and submitting a report of the inspection to the Forest Service. The proposed annual operating plan must provide that the applicant is solely responsible for correcting any safety and holder MRR deficiencies identified during the inspection, including identifying and felling hazard trees, before the next operating season begins. The proposed annual operating plan must provide that the applicant is solely responsible for eliminating or mitigating high-risk conditions as soon as practicable but no later than before the next operating season begins.

## 22. Boating Safety and Regulations

This site is adjacent to a lake which offers visitors opportunities for motorized and non-motorized watercraft recreation and swimming. The proposed annual operating plan must describe how the holder will ensure visitors follow [Arkansas boating rules](https://www.agfc.com/things-to-do/boating/) (https://www.agfc.com/things-to-do/boating/). The proposed annual operating plan must include an emergency response plan addressing various types of watercraft and water recreation emergencies.

### 22a. Watercraft Rentals

If the applicant chooses to propose rental of any non-motorized watercraft the proposed annual operating plan must include a Boating and Watercraft Safety Plan. At a minimum, the plan must address the following:

- State boating rules and regulations will be followed and enforced by the holder.
- All watercraft rentals will be approved by the Forest Service prior to commencement of the service.
- Proposed watercrafts for rental must be identified by type, length/size, brand, and quantity per site.
- Any personal protective equipment, e.g. life jackets, helmets, whistles, etc., which will be provided or available for rent must be identified.
- Any information to be provided to visitors prior to rental, verbally or in writing, addressing topics such as safety, instructions, or liability must be identified.
- Identify any safety checks that will be performed on equipment along with the frequency of these checks and the person(s)/positions(s) responsible for performing them.

## 23. Boat Ramp and Dock Maintenance

The proposed annual operating plan must provide that the applicant is responsible, at a minimum, for the following activities associated with maintaining and operating the dock and boat ramp within the offering:

- Annually installing and removing all docks within the authorized area. Water level permitting, docks will be installed the week before Memorial Day and removed no sooner than the week after Labor Day each year.
- Periodically adjusting docks throughout the season to accommodate fluctuating water levels.
- Ensuring installation, adjustment, and removal of docks do not damage or impair their function.
- If docks will be stored on shore at the site they service, they must be kept clear of winter ice and spring high water. The holder is responsible for storing them in a manner protecting them from damage during the off-season.
- Replacing broken tie downs, boards, or bumpers to ensure they are in safe operating order at all times.
- Ramps are free of potholes, large rocks or debris, and other hazards.
- Sand buildup on ramps is removed weekly.

The proposed annual operating plan must provide that the applicant is responsible for the management of shore mooring sites associated with the use of Cove Lake Recreation Area boat launch.

## **24. Beach and Swimming Area**

The proposed annual operating plan must include the proposed rules and safety measures the applicant will utilize to ensure the safety of all visitors. The proposed methods to communicate this information to visitors must also be included.

Swimming floats are mandatory for identifying designated swim areas. The proposed annual operating plan must provide for the holder to maintain these floats according to state regulations. The holder will also be responsible for maintaining the beach access walkway and beach area including, but not limited to:

- Removing litter from the beach.
- Raking/sweeping sand from paths and parking areas back onto the beach.
- Maintaining the beach walkway.
- Raking gravel for any foreign matter or litter and removing.

Water quality monitoring through water sample testing must be conducted at least once a week during the operating season. The proposed annual operating plan must provide that the holder will acquire a water sample from any established swimming site and send to a qualified State or private lab for fecal coliform testing. Results from these tests must also be provided to the Forest Service. In the event of an unsatisfactory test, the proposed annual operating plan must provide that the holder will comply with any actions necessary to restore the site to satisfactory levels.

## **25. Aquatic Invasive Species Prevention**

Prevention of the introduction of Aquatic Invasive Species (AIS) is of critical importance. The proposed annual operating plan must address how the applicant proposes to prevent AIS introduction including, but not limited to, watercraft inspections/screenings and education of staff and the public. Applicants should also address how they will respond to violations of any preventative rules or regulations they may put in place as well as actions to be taken if AIS are identified.

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

FS-2700-0004 (05/2025)  
OMB 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE  
FOREST SERVICE**

**SPECIAL USE PERMIT**

**AUTHORITY:**

**Section 7 of the Granger-Thye Act, 16 U.S.C. 580d**

#HOLDER\_NAME# of #HOLDER\_ADD\_LINE\_1#, #HOLDER\_ADD\_LINE\_2#, #HOLDER\_ADD\_LINE\_3#, #HOLDER\_CITY#, #HOLDER\_STATE# #HOLDER\_ZIP# (hereinafter "the holder") is authorized to use or occupy National Forest System lands in the [ ] National Forest or [ ] unit of the National Forest System, subject to the terms of this special use permit (permit).

This permit covers #USE\_ACRES# acres or #USE\_MILES# miles in the #TOWNSHIP\_SECT\_RANGE# #FIRST\_DIVISION# #FIRST\_DIV\_NAME\_NUMBER#, #SECOND\_DIVISION# #SECOND\_DIV\_NAME\_NUMBER#, #THIRD\_DIVISION# #THIRD\_DIV\_NAME\_NUMBER# ("the permit area"), as shown on the map in Appendix D. This and any other appendices to this permit are hereby incorporated into this permit.

This permit is issued for the purpose of:

#PURPOSE#

This permit is issued for the purpose of operating and maintaining a Forest Service developed recreation site or sites as provided herein and in the attached appendices. The following are attached to and incorporated into this permit:

APPENDIX A: Annual Operating Plan  
APPENDIX B: Annual Granger-Thye Fee Offset Agreement  
APPENDIX C: Holder Maintenance and Reconditioning Plan  
APPENDIX D: Developed Recreation Site Maps  
APPENDIX E: Facility and Improvement Inventory  
APPENDIX F: List of Federally Owned Improvements Covered by Property Insurance  
APPENDIX G: Operation of Federally Owned Drinking Water Systems  
APPENDIX H: Granger-Thye Fee Offset Claim

**I. GENERAL TERMS**

**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 or Grassland Supervisor, a District Ranger, or the Station, Institute, or Area Director with delegated authority pursuant to Forest Service Manual 2700.

**C. TERM.** This permit shall expire at midnight on #EXPIRATION\_DATE#. Expiration of this permit shall not require notice, a decision document, or any environmental analysis or other documentation.

**D. CONTINUATION OF USE AND OCCUPANCY.** This permit is not renewable. Prior to expiration of this permit, the holder may apply for a new permit for the use and occupancy authorized by this permit. Applications for a new permit must be submitted at least 6 months prior to expiration of this permit. Issuance of a new permit is at the sole discretion of the authorized officer. At a minimum, before issuing a new permit, the authorized officer shall ensure that (1) the use and occupancy to be authorized by the new permit are consistent with the standards and guidelines in the applicable land management plan; (2) the type of use and occupancy to be authorized by the new permit is the same as the type of use and occupancy authorized by this permit; and (3) the holder is in compliance with all the terms of this permit. The authorized officer may prescribe new terms when a new permit is issued.

**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, directive, the applicable land management plan, or projects and activities implementing the land management plan pursuant to 36 CFR Part 218.

**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 or occupancy authorized by this permit is not exclusive. The Forest Service reserves the right of access to the permit area, including a continuing right of physical entry to the permit area and the authorized facilities and improvements 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 temporary improvements, the lands and waters covered by this permit shall remain open to the public for all lawful purposes.

**H. ASSIGNABILITY.** This permit is not assignable or transferable.

**I. CHANGE IN CONTROL OF THE BUSINESS ENTITY**

1. Notification of Change in Control. The holder shall notify the authorized officer when a change in control of the business entity that holds this permit is planned.

(a) In the case of a corporation, control is an interest, beneficial or otherwise, of sufficient outstanding voting securities or capital of the business so as to permit the exercise of managerial authority over the actions and operations of the corporation or election of a majority of the board of directors of the corporation.

(b) In the case of a partnership, limited partnership, joint venture, or individual entrepreneurship, control is a beneficial ownership of or interest in the entity or its capital so as to permit the exercise of managerial authority over the actions and operations of the entity.

(c) In other circumstances, control is any arrangement under which a third party has the ability to exercise management authority over the actions or operations of the business.

2. Effect of Change in Control. Any change in control of the business entity as defined in paragraph 1 of this clause shall result in termination of this permit. The party acquiring control must submit an application for a special use permit. The Forest Service is not obligated to issue a new permit to the party who

acquires control. The authorized officer shall determine whether the applicant meets the requirements established by applicable federal regulations.

## II. IMPROVEMENTS

**A. LIMITATIONS ON USE.** Nothing in this permit gives or implies permission to build or maintain any structure or facility or to conduct any activity, unless specifically authorized by this permit. Any use not specifically authorized by this permit must be proposed in accordance with 36 CFR 251.54 or 251.61. Approval of such a proposed use through issuance of a new permit or permit amendment is at the sole discretion of the authorized officer.

**B. DRAWINGS.** All drawings for development, layout, construction, reconstruction, or alteration of improvements in the permit area, as well as revisions to those drawings, must be prepared by a professional engineer, architect, landscape architect, or other qualified professional acceptable to the authorized officer. These drawings and drawing revisions must have written approval from the authorized officer before they are implemented. The authorized officer may require the holder to furnish as-built drawings, maps, or surveys upon completion of the work.

**C. CONSTRUCTION.** Any construction authorized by this permit shall commence by  and shall be completed by .

## III. OPERATIONS

**A. OPERATING PLAN.** The holder shall prepare and annually revise by  an operating plan. The operating plan shall be prepared in consultation with the authorized officer or the authorized officer's designated representative and shall cover all operations authorized by this permit. The operating plan shall outline steps the holder will take to protect public health and safety and the environment and shall include sufficient detail and standards to enable the Forest Service to monitor the holder's operations for compliance with the terms of this permit. The operating plan shall identify and schedule any inspections that the holder is required to conduct at the holder's expense. The operating plan shall be submitted by the holder and approved in writing by the authorized officer or the authorized officer's designated representative prior to commencement of operations and shall be incorporated into this permit as Appendix D. Any operating plan revisions shall be submitted by the holder and approved in writing by the authorized officer or the authorized officer's designated representative before they are implemented. The authorized officer may require an annual meeting with the holder to discuss the terms of the permit or operating plan, update gross fixed assets when the land use fee is calculated under the graduated rate fee system, provide annual use reports, determine need for performance bond for construction projects and amount of bond or other concerns either party may have.

**B. PERIOD OF USE.** The use and occupancy authorized by this permit shall be in normal operation at least  days each year or season. Failure of the holder to exercise this minimum use may result in revocation of this permit under clause VII.A.

**C. RESPONSIBILITY FOR DAY-TO-DAY ACTIVITIES.** As a general rule, the holder shall conduct the day-to-day activities authorized by this permit. A limited amount of 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.

**D. LEASING.** Subject to clause III.C, the holder may lease authorized concessions and improvements owned by the holder that are located within the permit area with the prior written approval of the authorized officer. The Forest Service reserves the right to disapprove these leases. The holder shall remain responsible for compliance of the leased concessions and improvements with all the terms of this permit.

**E. CONDITION OF OPERATIONS.** The holder shall maintain the authorized improvements and permit area to standards of repair, orderliness, neatness, sanitation, and safety acceptable to the authorized officer and consistent with other provisions of this permit. Standards are subject to periodic change by the authorized officer.

**F. USE OF NATIONAL FOREST SYSTEM ROADS AND NATIONAL FOREST SYSTEM TRAILS.** The holder's use of National Forest System roads and National Forest System trails shall comply with applicable requirements in 36 CFR Part 212, Subpart A; 36 CFR Part 261, Subpart A; and orders issued under 36 CFR Part 261, Subpart B. Motor vehicle use shall be consistent with designations made under 36 CFR Part 212, Subpart B, unless specifically provided otherwise in the operating plan. Over-snow vehicle use shall be consistent with designations made under 36 CFR Part 212, Subpart C, unless specifically provided otherwise in the operating plan.

**G. MONITORING BY THE FOREST SERVICE.** The Forest Service shall monitor the holder's operations and reserves the right to inspect the permit area and authorized facilities and improvements at any time for compliance with the terms of this permit. The holder shall comply with inspection requirements deemed appropriate by the authorized officer. The obligations of the holder under this permit are not contingent upon any duty of the Forest Service to inspect the permit area or authorized facilities or improvements. A failure by the Forest Service or other governmental officials to inspect is not a defense to noncompliance with any of the terms of this permit.

**H. CUTTING, DISPOSAL, AND PLANTING OF VEGETATION.** This permit does not authorize the cutting of trees, brush, shrubs, and other plants ("vegetation"). Vegetation may be cut, destroyed, or trimmed only after the authorized officer or the authorized officer's designated agent has approved in writing and marked or otherwise identified what may be cut, destroyed, or trimmed. The holder shall notify the authorized officer when approved cutting, destruction, or trimming of vegetation has been completed. The Forest Service shall determine in advance of felling the method of disposal of trees felled in the permit area that meet utilization standards. Disposal may be by sale or without charge per 36 CFR Part 223, as may be most advantageous to the United States. Debris from felling that does not meet utilization standards shall also be disposed of according to methods determined by the Forest Service. Planting of vegetation in the permit area must have prior written approval from the authorized officer.

**I. SIGNAGE.** Signage posted on NFS lands must have prior written approval of the authorized officer.

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

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

**L. SALE OF ALCOHOLIC BEVERAGES.** The sale of  is allowed in the permit area, provided the holder has a valid state liquor license. However, in the event of a violation of any liquor law or regulation, the authorized officer may require that the sale of alcoholic beverages shall cease. The holder shall be informed in writing by the authorized officer if the sale of alcoholic beverages must cease.

**M. GAMBLING.** Gambling and gambling machines and devices are prohibited on NFS lands, regardless of whether they are lawful under state or local law.

**N. NONDISCRIMINATION**

1. The holder and its employees shall not discriminate against any person on the basis of race, color, sex (in educational and training programs), 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. The Forest Service shall furnish signs setting forth this policy of nondiscrimination. These signs shall be conspicuously displayed at the public entrance to the permit area 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.

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

**P. PROHIBITION OF TIME-SHARE ARRANGEMENTS.** No commercial facilities or equipment authorized under this permit will be operated under a time-share or interval-ownership arrangement. All authorized facilities and equipment shall be made available to the general public on a short-term rental basis.

**Q. HOLDER'S REPRESENTATIVE.** The holder or the holder's designated representative shall be within the permit area at all times when the facilities are open to the public. The holder shall notify the authorized officer in writing who the holder's representative will be.

**R. HOLDER'S AND USERS' CONDUCT.** Disorderly or otherwise objectionable conduct by the holder or those occupying the permit area with the holder's permission shall be cause for revocation or suspension of this permit.

**S. REGULATING SERVICES AND RATES.** The authorized officer shall have the authority to regulate the adequacy and type of services provided the public under this permit 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 the permit. These prices may be regulated by the authorized officer, provided that the holder shall not be required to charge prices significantly different from those charged by comparable or competing enterprises.

**T. ADVERTISING.** The holder, either orally or in advertisements, signs, circulars, brochures, letterheads, and like materials, shall not misrepresent in any way the accommodations provided, the status of the permit, or the ownership of the permit area or adjacent lands. The fact that the authorized facilities and services are located in the OZARK-ST. FRANCIS NATIONAL FORESTS shall be explicitly stated in all the holder's brochures and print advertising regarding the operations authorized by this permit.

**U. BOATING SAFETY.**

1. Boating Laws. Where boats and motors are to be rented to the general public, the holder shall comply with the provisions of all State and Federal boating laws. The holder shall post at each boathouse, dock or wharf, the rules for safe operation.

2. Boating Safety Plan. A comprehensive safety plan shall be jointly prepared by the holder and the authorized officer in charge and the provisions thereof will be executed by the holder. This plan shall be reviewed annually and revised as needed. It will include consideration of hazards involved in the use and enjoyment of the permitted area and lake facilities. It will include provisions for adequate instructions, signs, warnings, signals, banners, buoys, and other safety precautions necessary to provide public safety regarding mechanical equipment and other sources of personal injury.

3. Safety Testing. The Forest Service reserves the right to test any and all boats, canoes, and other devices for water travel to determine their stability and safety and to suspend or prohibit their use if, in the opinion of the Forest Service, they do not comply with the minimum safety requirements of the permit.

#### **IV. RIGHTS AND LIABILITIES**

**A. LEGAL EFFECT OF THE PERMIT.** This permit, which is revocable and terminable, is not a contract or a lease, but rather a federal license. The benefits and requirements conferred by this authorization are reviewable solely under the procedures set forth in 36 CFR Part 214 and 5 U.S.C. 704. This permit does not constitute a contract for purposes of the Contract Disputes Act, 41 U.S.C. 601. The permit is not real property, does not convey any interest in real property, and may not be used as collateral for a loan.

**B. VALID EXISTING RIGHTS.** This permit is subject to all valid existing rights. Valid existing rights include those derived under mining and mineral leasing laws of the United States. The United States is not liable to the holder for the exercise of any such right.

**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.

**D. NO WARRANTY OF ACCESS, SITE SUITABILITY, OR SERVICES.** This permit authorizes the use and occupancy of National Forest System lands by the holder for the purposes identified in this permit. The Forest Service does not make any express or implied warranty of access to the permit area, of the suitability of the permit area for the authorized uses, or for the furnishing of road or trail maintenance, water, fire protection services, search and rescue services, or any other services by a government agency, utility, association, or individual.

**E. RISK OF LOSS.** The holder assumes all risk of loss to the authorized improvements and all risk of loss of use and occupancy of the permit area, in whole or in part, due to public health and safety or environmental hazards. Loss to the authorized improvements and of use and occupancy of the permit area may result from but is not limited to theft, vandalism, fire and any fire-fighting activities (including prescribed burns), environmental contamination, avalanches, rising waters, winds, falling limbs or trees, and other forces of nature. If any authorized improvements are destroyed or substantially damaged, the authorized officer shall conduct an analysis to determine whether the authorized improvements can be safely occupied in the future and whether rebuilding should be allowed. If rebuilding is not allowed, this permit shall terminate. If the authorized officer determines that the permit area cannot be safely occupied due to a public health or safety or environmental hazard, this permit shall terminate. Termination under this clause shall not give rise to any claim for damages, including lost profits and the value of the improvements, by the holder against the Forest Service.

#### **F. WATER FACILITIES AND WATER RIGHTS**

1. Water Facilities. No ditch, reservoir, well, spring, seepage, or other facility to pump, divert, store, or convey water (hereinafter "water facilities") for which the point of diversion, storage, or withdrawal is on NFS lands may be initiated, developed, certified, or adjudicated by the holder unless expressly authorized in this permit. The authorization of any water facilities in the permit area is granted to allow use of water only in connection with the  authorized by this permit. If the use of any water facilities in connection with this  ceases, the authorization to use any associated water facilities terminates. The United States may place conditions on installation, operation, maintenance, and removal of water facilities that are necessary to protect public property, public safety, and natural resources on NFS lands in compliance with applicable law. Any change in a water facility, including a change in the ownership or beneficial use of water or location of use of water from a water facility, that is not expressly authorized in this permit shall result in termination of the authorization for that water facility.

2. Water Rights. This permit does not confer any water rights on the holder. The term "water rights" includes all authorizations, such as certificates, reservations, decrees, or permits, for water use issued under state law. Any necessary water rights must be acquired and maintained by the holder in accordance with State law and the terms of this permit. After this permit is issued, all water rights obtained by the holder for facilities that divert or pump water from sources located on NFS lands for use on NFS lands, whether authorized or unauthorized, are for the benefit of the United States and shall be acquired in the name of the United States. Any expenses for acquiring and maintaining water rights shall be the responsibility of the holder and not the responsibility of the United States. The United States reserves the right to take all actions necessary to maintain and protect any right to divert and use water on site.

**WATER RIGHTS HELD IN THE NAME OF THE UNITED STATES (if none, so state)**

State ID#	Owner	Purpose of Use	Decree, License, or Certificate #	Point of Diversion	Point of Use

**G. 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 that are associated with the use and occupancy authorized by this permit. Damage includes but is not limited to destruction of or damage to National Forest System lands, fire suppression costs, and destruction of or damage to federally owned improvements.

1. The holder shall be liable for all injury, loss, or damage, including fire suppression costs, prevention and control of the spread of invasive species, and the costs of rehabilitation or restoration of natural resources, resulting from the holder's use and occupancy of the permit area. 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. Such costs may be deducted from a performance bond required under clause IV.J.

2. The holder shall be liable for damage to all roads and trails of the United States caused by use of the holder or the holder's heirs, assignees, agents, employees, or contractors to the same extent as provided under clause IV.F.1, except that liability shall not include reasonable and ordinary wear and tear.

**H. HEALTH AND SAFETY.** The holder shall take all measures necessary to protect 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 in connection with the authorized use and occupancy during the term of this permit that causes or threatens to cause a hazard to the health or safety of the public or the holder's employees, agents, or contractors. The holder shall as soon as practicable notify the authorized officer of all serious accidents that occur in connection with these procedures, activities, events, or conditions. The Forest Service has no duty under the terms of this permit to inspect the permit area or operations of the holder for hazardous conditions or compliance with health and safety standards.

**I. ENVIRONMENTAL PROTECTION**

1. 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 Comprehensive Environmental

Response, Compensation, and Liability Act (CERCLA), as amended, 42 U.S.C. 9601 et seq., 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 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.

2. Definition of Hazardous Material. For purposes of clause IV.G and section V, "hazardous material" shall mean (a) any hazardous substance under section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 U.S.C. 9601(14); (b) any pollutant or contaminant under section 101(33) of CERCLA, 42 U.S.C. 9601(33); (c) any petroleum product or its derivative, including fuel oil, and waste oils; and (d) any hazardous substance, extremely hazardous substance, toxic substance, hazardous waste, ignitable, reactive or corrosive materials, pollutant, contaminant, element, compound, mixture, solution or substance that may pose a present or potential hazard to human health or the environment under any applicable environmental laws.

3. Oil Discharges and Release of Hazardous Materials. The holder shall immediately notify all appropriate response authorities, including the National Response Center and the authorized officer or the authorized officer's designated representative, of any oil discharge or of the release of a hazardous material in the permit area in an amount greater than or equal to its reportable quantity, in accordance with 33 CFR Part 153 and 40 CFR Part

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 authorized officer or the authorized officer's designated representative of any release or threatened release of any hazardous material in or near the permit area which may be harmful to public health or welfare or which may adversely affect natural resources on federal lands.

4. Remediation of Release of Hazardous Materials. The holder shall remediate any release, threat of release, or discharge of hazardous materials that occurs in connection with the holder's activities in the permit area, including activities conducted by the holder's agents, employees, or contractors and regardless of whether those activities are authorized under this permit. The holder shall perform remediation in accordance with applicable law immediately upon discovery of the release, threat of release, or discharge of hazardous materials. The holder shall perform the remediation to the satisfaction of the authorized officer and at no expense to the Forest Service. Upon revocation or termination of this permit, the holder shall deliver the site to the Forest Service in compliance with all applicable laws and regulations and free and clear of contamination.

**J. INDEMNIFICATION OF THE UNITED STATES.** The holder shall indemnify, defend, and hold harmless the United States 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 or occupancy authorized by this permit. This indemnification provision includes but is not limited to acts and omissions of the holder or the holder's heirs, assignees, agents, employees, or contractors 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; (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 materials, 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 combination with or as an alternative to monetary indemnification.

**K. BONDING.** The authorized officer may require the holder to furnish a surety bond or other security for any of the obligations imposed by the terms of this permit or any applicable law, regulation, or order.

**L. 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 the insurance policy and require any changes needed to ensure adequate coverage of the United States in connection with the authorized use and occupancy. The holder shall send an authenticated copy of any insurance policy obtained pursuant to this clause to the authorized officer immediately upon issuance of the policy. Any insurance policy obtained by the holder pursuant to this clause shall include the United States as an additional insured in an endorsement to the policy, and the additional insured provision shall provide for insurance coverage for the United States as required under this clause and to the extent of the full limits of insurance available to the holder. The holder shall give 30 days prior written notice to the authorized officer of cancellation of or any modification to the insurance policy. The certificate of insurance, the authenticated copy of the insurance policy, and written notice of cancellation or modification of an insurance policy should be sent to

. 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. The holder shall have in force liability insurance covering losses [, including those arising from strict liability,] associated with the use or occupancy authorized by this permit arising from personal injury or death and third- party property damage in the minimum amount of \$  as a combined single limit per occurrence.

2. 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 or 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 storage and use of normal maintenance supplies in nominal amounts generally would not trigger financial assurance requirements.

#### **V. RESOURCE PROTECTION**

**A. WATER POLLUTION.** No waste or by-product shall be discharged into water in connection with the use and occupancy authorized by this permit except in full compliance with all applicable federal, state, and local environmental and other laws. Storage facilities for materials capable of causing water pollution, if accidentally discharged, shall be located so as to prevent any spillage into waters or channels leading into water except in full compliance with all applicable federal, state, and local environmental and other laws.

**B. SCENIC VALUES.** The holder shall protect the scenic values of the permit area and the adjacent land to the greatest extent possible during construction, operation, and maintenance of the authorized improvements.

**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**

1. Authorized Officer Concurrence. Pesticides may not be used outside of buildings in the permit area to control pests, including undesirable woody and herbaceous vegetation (including aquatic plants), insects, birds, rodents, or fish without prior written concurrence of the authorized officer. Only those products registered or otherwise authorized by the U.S. Environmental Protection Agency and appropriate State authority for the specific purpose planned shall be authorized for use within areas on National Forest System lands.

2. Pesticide-Use Proposal. Requests for concurrence of any planned uses of pesticides shall be provided in advance using the Pesticide-Use Proposal (form FS-2100-2). Annually the holder shall, on the due date established by the authorized officer, submit requests for any new, or continued, pesticide usage. The Pesticide- Use Proposal shall cover a 12-month period of planned use. The Pesticide-Use

Proposal shall be submitted at least 60 days in advance of pesticide application. 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 require control measures which were not anticipated at the time a Pesticide-Use Proposal was submitted.

3. Safety Plan. Before applying pesticides in the permit area, the holder shall submit to the authorized officer a safety plan that includes, at a minimum, a precise statement of the treatment objectives; a description of the equipment, materials, and supplies to be used, including pesticide formulation, quantities, and application methods; a description of the lines of responsibility for project planning, project monitoring, and after-action review; a description of any necessary interagency coordination; a copy of the current Pesticide-Use Proposal for the permit; a description of the process by which treatment effectiveness will be determined; and a spill plan, communications plan, security plan, and when required by applicable local requirements, a provision for prior notification to sensitive individuals.

4. Reporting. By September 30th annually, the holder shall submit to the authorized officer a written report of each pesticide application project completed during the previous 12-month period. The report shall contain information pertaining to the pesticide application projects as requested by the authorized officer.

5. Labeling, Laws, and Regulations. Label instructions and all applicable laws and regulations shall be strictly followed in the application of pesticides and disposal of excess materials and containers. No pesticide waste, excess materials, or containers shall be disposed of in any area administered by the Forest Service.

**E. ARCHAEOLOGICAL AND 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 in connection with the use and occupancy authorized by this permit. The holder shall leave these discoveries intact and in place until otherwise directed by the authorized officer.

**F. NATIVE AMERICAN GRAVES PROTECTION AND REPATRIATION ACT (NAGPRA)**. In accordance with 25 U.S.C. 3002(d) and 43 CFR 10.4, if the holder inadvertently discovers human remains, funerary objects, sacred objects, or objects of cultural patrimony on National Forest System lands, the holder shall immediately cease work in the area of the discovery and shall leave the discoveries intact and in place. The holder shall follow the applicable NAGPRA protocols for the undertaking provided in the NAGPRA plan of action or the NAGPRA comprehensive agreement; if there are no such agreed-upon protocols, the holder shall as soon as practicable notify the authorized officer of the discovery and shall follow up with written confirmation of the discovery. The activity that resulted in the inadvertent discovery may not resume until 30 days after the authorized officer certifies receipt of the written confirmation, if resumption of the activity is otherwise lawful, or at any time if a NAGPRA plan of action has been executed by the Forest Service following tribal consultation and any preconditions have been met.

**G. PROTECTION OF THREATENED AND ENDANGERED SPECIES, SENSITIVE SPECIES, AND SPECIES OF CONSERVATION CONCERN AND THEIR HABITAT**

1. Threatened and Endangered Species and Their Habitat. The location of sites within the permit area needing special measures for protection of plants or animals listed as threatened or endangered under the Endangered Species Act (ESA) of 1973, 16 U.S.C. 1531 et seq., as amended, or within designated critical habitat shall be shown on a map in an appendix to this permit and may be shown on the ground. The holder shall take any protective and mitigation measures specified by the authorized officer as necessary and appropriate to avoid or reduce effects on listed species or designated critical habitat affected by the authorized use and occupancy. Discovery by the holder or the Forest Service of other sites within the permit area containing threatened or endangered species or designated critical habitat not shown on the map in the appendix shall be promptly reported to the other party and shall be added to the map.

2. Sensitive Species and Species of Conservation Concern and Their Habitat. The location of sites within the permit area needing special measures for protection of plants or animals designated by the Regional Forester as sensitive species or as species of conservation concern pursuant to FSM 2670 shall be shown on a map in an appendix to this permit and may be shown on the ground. The holder shall take any protective and mitigation measures specified by the authorized officer as necessary and appropriate to avoid or reduce effects on sensitive species or species of conservation concern or their habitat affected by the authorized use and occupancy. Discovery by the holder or the Forest Service of other sites within the permit area containing sensitive species or species of conservation concern or their habitat not shown on the map in the appendix shall be promptly reported to the other party and shall be added to the map.

**H. 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 or release prevention and control plan. Such terms shall be proposed by the holder and are subject to approval by the authorized officer.

**<USER NOTES FOR CLAUSES V.H.1 THROUGH V.H.4>**

**<Include clauses V.H.1 through V.H.4 for non-federal entities, and clauses V.H.1, V.H.3 and V.H.4, re- lettered appropriately, for federal entities, when consenting to store hazardous materials. Otherwise, delete all four paragraphs.>**

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. This identifying information shall be consistent with column (1) of the table of hazardous materials and special provisions enumerated 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. Any hazardous material transportation and disposal manifests shall clearly identify the holder as the generator of the hazardous waste.
2. If hazardous materials are used or stored at the site, the authorized officer may require the holder to deliver and maintain a surety bond in accordance with clause IV.J.
3. The holder shall not release any hazardous material onto land or into rivers, streams, impoundments, or natural or artificial channels leading to them. 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.
4. 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 permit area is uncontaminated by the presence of hazardous materials and that there has not been a release or discharge of hazardous materials upon the permit area, into surface water at or near the permit area, or into groundwater below the permit area 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 permit area is in compliance with all applicable federal, state, and local laws and regulations.

**I. WATER WELLS AND ASSOCIATED PIPELINES**

1. Other Jurisdictional Requirements. Clause IV.F governs water rights and water facilities. The holder shall obtain all required state and local water permits, licenses, registrations, certificates, or rights and shall provide a copy of them to the authorized officer. For new wells, this information shall be provided

prior to disturbing NFS lands for the purpose of water use or development.

2. Well Construction or Development. For new or reconstruction of existing wells, the holder shall prepare a well construction and development plan and submit it to the authorized officer for approval. The well development and construction plan must have prior written approval from the authorized officer before well construction or development is initiated. The holder shall follow applicable federal, state, and local standards for design, construction, and development of new wells or reconstruction of existing wells. If such standards do not exist, the holder shall follow applicable standards issued by the American Society for Testing and Materials (ASTM), American Water Works Association (AWWA), or National Ground Water Association (NGWA). The construction and development plan must identify all potential sources for any proposed water injection during well construction or development. Only non-chlorinated, potable water may be injected during construction or development of wells to be used for monitoring or water withdrawal. Copies of all documentation for drilling, constructing, or developing wells, including all drilling, boring, and well construction logs, shall be provided to the authorized officer within 60 days of completion of work.

3. Well Decommissioning. The holder shall properly decommission and abandon all wells that are no longer needed or maintained in accordance with applicable federal, state, and local standards for water well abandonment. If such standards do not exist, the holder shall follow applicable standards issued by the ASTM, AWWA, or NGWA. At least 30 days prior to initiation of well decommissioning, the holder shall submit a well decommissioning plan to the authorized officer. The well decommissioning plan shall have written approval from the authorized officer before well decommissioning is initiated. All documentation of well decommissioning shall be provided to the authorized officer within 60 days of completion of the work.

## **VI. LAND USE FEE AND DEBT COLLECTION**

A. **LAND USE FEES.** The holder shall pay to the USDA, Forest Service, an annual land use fee for the term of this permit based on the market value of the use and occupancy authorized by this permit of  percent of adjusted gross revenue as defined in clause VI.B. The minimum annual land use

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 land use fee, the holder shall pay the minimum annual land use fee. The holder shall pay the land use fee in advance of the authorized use and occupancy, as provided in clause V.C. Payments due before commercial operations commence pursuant to clause VI.C.1 are not refundable, except to the extent they are subject to fee offset under clause VI.D. The Forest Service may adjust the minimum land use fee every five years from the due date of the first annual payment to make the annual land use fee commensurate with the 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 land use fee for one month of revenue during the operating season (but not less than \$1,500, unless the total land use fee is less than \$1,500) shall be paid in advance of use each year, or the equivalent of that initial cash payment in GT fee offset work shall be performed, beginning when the permit term commences or beginning when use commences each year thereafter. Any initial cash payment is not refundable, except to the extent that all or part of it may be offset by the cost of work performed pursuant to a GT fee offset agreement as provided in clause VI.D.

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

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

1. **Definitions**

(a) **Maintenance.** Actions taken to keep fixed assets in an acceptable condition, including 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, and work needed to comply with laws, regulations, codes, and other legal requirements as long as the original intent or purpose of the fixed asset is not changed, but not including activities aimed at expanding the 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 or adding a new fixed asset to the authorized improvements under the permit, including replacement, such as, substitution of a fixed asset or any of its components 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, other than construction of new facilities, that rehabilitates an existing fixed asset or any of its components to restore the functionality or life of the asset.

(d) **Holder Maintenance, Reconditioning, or Renovation.** Maintenance, reconditioning, or renovation (MRR) that neither materially adds to the value of the property nor appreciably prolongs its life and that serves only to keep the facility in an ordinary, efficient operating condition, such as, from an accounting or tax perspective, work that may be expensed, but not capitalized, including but 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.

(e) **Government Maintenance, Reconditioning, Renovation, or Improvement.** Maintenance reconditioning, renovation, or improvement (MRRI) that arrests deterioration, improves and upgrades

facilities, and appreciably prolongs the life of the property, including but 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 federally owned structures; replacing vault toilets with flush facilities, paving interior roads, upgrading facilities, and installing utilities; and performing exterior painting and refinishing (other than repair of unsightly visual marks caused by everyday use) and that is performed at the sole discretion of the authorized officer.

2. GT Fee Offset Agreement. Before issuance of this permit and before each operating season thereafter, the Forest Service and the holder shall annually enter into a written GT fee offset agreement that specifies the Government maintenance, reconditioning, renovation and improvement (MRR) to be used to offset the land use fee. The agreement shall enumerate the portion of the land use fee to be offset by the cost of work performed by the holder and the schedule for completion of offset work; which projects are to be used for offset that year; standards for completion of the projects; and examples of allowable costs.

3. Payments. The holder shall deposit permit fee payments into a cooperative account. All deposits shall be retained by the Forest Service until expended or, if unutilized in 5 years, shall be deposited into the United States Treasury.

4. Offset for Forest Service Oversight of Major Government Maintenance, Reconditioning, Renovation and Improvement MRR Performed by the Holder. The Forest Service may include in the GT fee offset agreement the cost of a Forest Service employee administering and overseeing major government MRR projects. For purposes of this clause only, a major government MRR project is one costing \$  or more.

#### **E. HOLDER-PERFORMED FEE OFFSET WORK.**

1. Work in Lieu of Cash Payments. Notwithstanding clauses VI.A and VI.C, the cost of work performed by the holder pursuant to a GT fee offset agreement as provided in clause VI.D.2 may be credited in lieu of cash payments against the annual land use fee, provided that the work has been accomplished in accordance with the GT 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 an approved GT fee offset agreement, payment shall be made in accordance with clauses VI.A and VI.C.

2. Documentation of Expenses. Prior to reimbursement or credit for GT fee offset work, the holder shall submit sufficient documentation to allow the authorized officer to determine that the costs claimed are allocable to the GT fee offset agreement, actual, reasonable, and not unallowable.

3. Final Payment. The Forest Service shall reconcile annually the actual land use fee against land use fees paid and credit given by the Forest Service for GT fee offset work. The holder shall pay any additional land use fees owed for the past year's operations within 30 days of billing.

4. Overpayment. Overpayment of the land use fee will be reimbursed by the Forest Service only if paid pursuant to clause VI.A. Credit for offset work pursuant to clause VI.D.2 is limited to the amount of the annual land use fee; expenses will not be reimbursed if they are greater than the annual land use fee.

**F. HOLDER MAINTENANCE, RECONDITIONING, AND RENOVATION (MRR) PLAN.** The holder at its expense shall perform holder MRR as defined in clause VI.D.1(d) of this permit under a holder MRR plan approved by the Forest Service. The holder MRR plan shall describe required holder MRR and their frequency. The work performed under the holder MRR plan shall not be subject to fee offset under clauses VI.D.2 and VI.E.1.

#### **G. LAND USE FEE PAYMENTS.**

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. Land use fees are due and payable by the due date. Disputed land use fees, other than land use fees recalculated pursuant to an audit, must be paid in full. Adjustments will be made if dictated by an administrative appeal decision, a court decision, or settlement terms.

### 3. Late Payments

(a) Interest. Pursuant to 31 U.S.C. 3717 et seq., interest shall be charged on any land use fee 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 United States 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 land use fee 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 if the holder fails to pay any land use fee, interest, or any other charges within 90 calendar days of the due date. The holder shall remain responsible for the delinquent charges.

4. Administrative Offset and Credit Reporting. Delinquent land use fees and other charges associated with this 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 90 days, referral to the United States 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.

**H. 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.

## **VII. REVOCATION, SUSPENSION, AND TERMINATION**

### **A. REVOCATION AND SUSPENSION.**

1. The authorized officer may revoke or suspend this permit in whole or in part:
  - (a) For noncompliance with federal, state, or local law;
  - (b) For noncompliance with the terms of this permit;
  - (c) For abandonment or other failure of the holder to exercise the privileges granted; or
  - (d) At the discretion of the authorized officer, for specific and compelling reasons in the public interest.
2. The authorized officer may revoke this permit at the request of the holder. Revocation at the request of the holder must be agreed to in writing by the authorized officer. As a condition of revocation of this permit at the request of the holder, the authorized officer has discretion to impose any terms deemed appropriate as provided for in this permit.
3. Prior to revocation or suspension, other than revocation at the request of the holder under clause VII.A.2 and immediate suspension under clause VII.B, the authorized officer shall give the holder written notice of the grounds for revocation or suspension and a reasonable period, typically not to exceed 90 days, to cure any noncompliance.

**B. 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 shall be in writing. The holder may request an on-site review with the authorized officer's superior of the adverse conditions prompting the suspension. The authorized officer's superior shall grant this request within 48 hours. Following the on-site review, the authorized officer's superior shall promptly affirm, modify, or cancel the suspension.

**C. APPEALS AND REMEDIES.** Written decisions by the authorized officer relating to administration of this permit are subject to administrative appeal pursuant to 36 CFR Part 214, as amended. Revocation or suspension of this permit shall not give rise to any claim for damages by the holder against the Forest Service.

**D. 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, in the case of a permit issued to a business entity, termination upon change of control of the business entity. Termination of this permit shall not require notice, a decision document, or any environmental analysis or other documentation. Termination of this permit is not subject to administrative appeal and shall not give rise to any claim for damages by the holder against the Forest Service.

**E. RIGHTS AND RESPONSIBILITIES UPON REVOCATION OR TERMINATION WITHOUT ISSUANCE OF A NEW PERMIT.** Upon revocation or termination of this permit without issuance of a new permit, the holder shall remove all structures and improvements, except those owned by the United States, within a reasonable period prescribed by the authorized officer and shall restore the site to the satisfaction of the authorized officer. If the holder fails to remove all structures and improvements within the prescribed period, they shall become the property of the United States and may be sold, destroyed, or otherwise disposed of without any liability to the United States. However, the holder shall remain liable for all costs associated with their removal, including costs of sale and impoundment, cleanup, and restoration of the site.

**F. CONTINUATION OF OBLIGATIONS AND LIABILITIES BEYOND TERMINATION OR REVOCATION.**

Notwithstanding the termination or revocation of this permit, its terms shall remain in effect and shall be binding on the holder and the holder's personal representative, successors, and assignees until all the

holder's obligations and liabilities accruing before or as a result of termination or revocation of this permit have been satisfied.

#### **VIII. MISCELLANEOUS PROVISIONS**

**A. 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.

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

**C. SUPERSEDED AUTHORIZATION.** This permit supersedes a special use authorization designated #PREV\_REISSUE\_HOLDER#, #PREV\_AUTH\_ID#, dated #PREV\_REIS\_ISSUE\_DATE#.

**D. SUPERIOR CLAUSES.** If there is a conflict between any of the preceding printed clauses and any of the following clauses, the preceding printed clauses shall control.

**E. USE OF SITE OR FACILITY NAME.** Any use by the holder of the name of a site or facility enumerated in the permit area description on the first page of this permit (hereinafter "the property") to identify goods and services provided under this permit requires prior written approval from the authorized officer. Uses of the property may be approved only if they are conducted in connection with the use and occupancy authorized by this permit and in a manner consistent with the Forest Service's mission, as determined by the Forest Service. The holder acknowledges that the property is owned solely by the Forest Service, the holder's use of the property shall inure to the exclusive benefit of the Forest Service, and the holder shall not acquire any rights in the property through the holder's use of it. Upon termination or revocation of this permit without issuance of a new permit to the holder, any permission granted by the authorized officer for use of the property terminates, the holder shall discontinue all use of the property, and the holder relinquishes all rights arising from the holder's use of the property and waives any claim of rights arising from holder's use of the property against the Forest Service and any subsequent holder's use of the property.

**F. GT – ALTERATION OF FEDERALLY OWNED IMPROVEMENTS (D-16).** If during the term of this permit any Federally-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.

**G. NATIONAL RECREATION RESERVATION SYSTEM (X-23).** RECREATION.GOV. Recreation.gov 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 Recreation.gov shall be developed and placed in the annual operating plan.

**THIS PERMIT IS ACCEPTED SUBJECT TO ALL ITS TERMS.**

**BEFORE THIS PERMIT IS ISSUED TO AN ENTITY, DOCUMENTATION MUST BE PROVIDED TO THE AUTHORIZED OFFICER OF THE AUTHORITY OF THE SIGNATORY FOR THE ENTITY TO BIND IT TO THE TERMS OF THIS PERMIT.**

ACCEPTED:

---

[NAME AND TITLE OF PERSON SIGNING ON BEHALF OF HOLDER, IF HOLDER IS AN ENTITY] #HOLDER_NAME#	DATE
--	------

APPROVED:

---

#AUTHORIZED OFFICER NAME# #TITLE# Ozark-St. Francis National Forests USDA Forest Service	DATE
---	------

**<Attach annual operating plan and any master development plan, maps, and 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. Response to this collection of information is mandatory. The authority to collect the information is the Organic Administration Act, 16 U.S.C. 551. 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.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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SAMPLE

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

FS-2700-4h, App. G (09/2020)  
OMB No. 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE  
FOREST SERVICE**

**SPECIAL USE PERMIT FOR  
CAMPGROUND AND RELATED GRANGER-THYE CONCESSIONS**

**APPENDIX G  
OPERATION OF FEDERALLY OWNED DRINKING WATER SYSTEMS**

**Authority: Section 7 of the Granger-Thye Act, 16 U.S.C. 580d**

**I. 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 Section 7 of the Granger-Thye Act, 16 U.S.C. 580d.

The requirements set forth below are derived from Forest Service Manual (FSM) 7420, which describes the Forest Service Drinking Water Program. The objective of the Forest Service Drinking Water Program is to protect human health by ensuring that Forest Service drinking water systems are properly operated, maintained, and monitored and deficiencies promptly corrected. Where this objective and applicable standards as described herein 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 Operations and Maintenance (O&M) 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 and inventory purposes, the ADP is 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 five people per site.

**B. Certified Operator.** Qualified personnel certified by the primacy agency to operate public drinking water systems.

and other relevant practices. It is conducted by an individual approved by the primacy agency in accordance with primacy agency requirements.

**C. Level 2 Assessment Trigger.** An event that necessitates conducting a Level 2 Assessment. A Level 2 Assessment must be performed when:

1. Any public water system has an E. coli MCL violation.
2. Any public water system triggers a second Level 1 Assessment within a rolling 12-month period. For non-public systems, the above events trigger a condition survey.

**D. Maximum Contaminant Level (MCL).** The maximum amount of a contaminant allowed in water provided to any user of a public water system.

**E. Maximum Residual Disinfectant Level (MRDL).** The level of a disinfectant added for water treatment that may not be exceeded at the consumer's tap without an unacceptable possibility of adverse health effects.

**F. Non-Public Water System.** A water system which provides drinking water but does not meet the definition of a public water system as defined by the SDWA. Non-public water systems are classified as one of the following:

1. Non-Public, Non-Transient (NPNT) Water System. A non-public water 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, smaller Forest Service ranger stations or housing sites).
2. Non-Public Transient (NPT) Water System. A non-public water system serving less than 25 persons (ADP) and not meeting the definition of NPNT water system (for example, smaller recreation sites, seasonal guard stations, or work centers with short-term, seasonal employees).

**G. Other Water System (O).** A distribution system (consisting of a water meter and distribution system) connected to a public water system (for example, connection of a Forest Service facility to a municipal water supply), that is not considered a Consecutive Water System.

**H. Primacy Agency.** The agency that has been delegated primary responsibility by the U.S. Environmental Protection Agency for the administration and enforcement of primary drinking water regulations and related requirements that are applicable to public water systems within a State.

**I. Public Water System.** As defined under the SDWA, a public water system is a system for the provision to the public of water for human consumption through pipes or other constructed conveyances, if such system has at least 15 service connections or regularly serves at least 25 individuals. Such term includes (i) any collection, treatment, storage and distribution facilities under control of the operator of such system and used primarily in connection with such system, and (ii) any collection or pretreatment storage facilities not under such control which are used primarily in connection with such system. Public water systems are classified as one of the following:

1. Community (C) Water System. A public water system that:
  - (a) Serves at least 15 service connections used by year-round residents; or
  - (b) Regularly serves at least 25 year-round residents.
2. Non-Community Water System. A public water system that does not meet the definition of a community water system and can be one of the following:

(a) Non-Transient Non-Community (NTNC) Water System. A public water system that is not a community water system and that regularly serves at least 25 of the same persons over 6 months per year.

(b) Transient Non-Community (TNC) Water System. A public water system that is not a community water system and does not regularly serve at least 25 of the same persons over 6 months per year.

**J. Qualified Person/Personnel**. Person possessing appropriate training, experience, qualifications, and certifications/licenses to perform specific technical functions with respect to the design, construction, assessment, and operation; or monitoring and maintenance of drinking water systems.

**K. Repeat Samples**. A set of coliform samples taken when a previous sample is positive for total coliform . Repeat samples must be collected within 24 hours of being notified of a positive result.

**U. Routine Sample**. A coliform sample that is representative of the water throughout the distribution system, when the system is operational, and is used to determine the microbial quality of the water.

**L. Sanitary Survey**. An onsite review of the water source, facilities, equipment, operation and maintenance, and overall management of a drinking water system to evaluate compliance with laws and regulations and to evaluate the adequacy with respect to producing and distributing safe drinking water. Sanitary surveys must be conducted no less frequently than every three years for community water systems and every five years for non- community and non-public water systems.

**M. Service Connection**. Piped connection for conveyance of drinking water from the distribution system to the user. Examples of service connections include: an individual building (for example, residence, crew quarters, office, or mobile home), drinking fountains in campgrounds provided for public use, an individual campground hydrant, a handpump on a well, and a building with toilet and wash basin or shower.

**N. Special Sample**. A coliform sample collected for purposes other than routine compliance monitoring (for example, investigative samples or pre-opening/pre-season samples on seasonal systems). Special samples must be marked as such when sent in to the laboratory for analysis. Special samples do not count in determining assessment triggers or MCL violations, or in meeting the monthly sampling requirements.

**O. Total Coliform (TC) Sample**. Group of bacteria used as an indicator of the potential fecal contamination of drinking water. Although total coliforms are usually not pathogenic themselves, their presence in drinking water indicates that fecal pathogens may also be present.

**P. Water System Operator**. Any individual who has direct responsibility for or operates a drinking water system or such parts of the system as would affect the quality and/or quantity of drinking water provided to consumers.

### **III. REQUIREMENTS FOR OPERATING FEDERALLY OWNED DRINKING WATER SYSTEMS**

**A. Compliance With Applicable Standards**. All federally owned public water systems must be operated in compliance with the most stringent of the following requirements:

1. The Safe Drinking Water Act, as amended (42 U.S.C. 300f et seq.);
2. The primacy agency;
3. FSM 7420 and applicable supplements; and
4. This permit.

Requirements of the Safe Drinking Water Act are further delineated in regulations, including but not limited to the National Primary Drinking Water Regulations (NPDWR) (42 CFR Part 141) and National Secondary Drinking Water Regulations (NSDWR) (42 CFR Part 143).

All federally owned non-public water systems must be operated in compliance with FSM 7420 and applicable supplements, and this permit. Non-public water systems must comply with the current MCLs applicable to the respective public water system class identified in Exhibit 01. Contaminant monitoring for non-public systems may be less frequent than a public water system of respective class, if permitted by the Forest Service.

**Exhibit 01**

**Respective Public Water System Classes for Operation  
of Forest Service Non-Public Water Systems**

<b>Non-Public Forest Service Class</b>	<b>Respective Public System Class</b>
Non-Public Transient (NPT)	Transient Non-Community (TNC)
Non-Public Non-Transient (NPNT)	Non-Transient Non-Community (NTNC)
Other (O) (municipal service connection)	Not applicable

**B. Classification.** Determination of drinking water system classification (C, TNC, NTNC, NPT, NPNT) shall be made by the regulatory authorities and the Forest Service.

**C. Qualified Personnel.** The permit holder shall provide qualified personnel to operate, maintain, assess, and monitor each water system. If required by the primacy agency or Forest Service, water system operators and sampling technicians shall be primacy agency-certified. Each water system shall have a primary and backup water system operator. The permit holder shall provide the name of the primary and backup water system operator for each separate water system within the scope of this permit in writing to the Forest Service, and notify the authorized officer within 72 hours of a change in personnel. Operation, maintenance, assessment, and monitoring tasks shall be performed by the primary or backup water system operator, or, if permitted by the primacy agency and Forest Service, by qualified personnel working under the direct supervision of the primary or backup water system operator.

**D. Sanitary Surveys.** Unless otherwise specified, sanitary surveys will be conducted by a primacy agency- approved agent for public water systems, and by the Forest Service for non-public water systems. The Forest Service may elect to attend sanitary surveys conducted by other agents. Where advance notice is provided by the primacy agency-approved agent, the permit holder shall coordinate the schedule with the Forest Service. The permit holder shall assist the primacy agency and/or Forest Service in the conduct of sanitary surveys by locating components at the site, operating valves and equipment, and providing a copy of the water system records if requested. Sanitary surveys may be conducted more frequently than the minimum required by regulation or policy, at the discretion of the primacy agency or the Forest Service. The permit holder shall coordinate with the Forest Service to ensure correction of identified deficiencies, and reporting of corrections to the primacy agency.

**E. Level 1 and Level 2 Assessments and Condition Surveys.** The permit holder shall notify the Forest Service in writing prior to conducting Level 1 and Level 2 Assessments and condition surveys. The Forest Service may elect to attend. The permit holder shall coordinate with the Forest Service to ensure correction of identified deficiencies.

1. Level 1 and Level 2 Assessments. Qualified personnel shall conduct Level 1 and Level 2 Assessments on public water systems in response to specific coliform test results, E. coli test results, or failure to sample, as per the definitions of Level 1 Assessment Trigger and Level 2 Assessment Trigger. Unless otherwise directed, the permit holder shall be responsible for ensuring the completion of all assessments. Unless otherwise directed or required by the primacy agency, the permit holder shall be responsible for conducting Level 1 Assessments, and for ensuring the completion of Level 2 Assessments by coordinating with the primacy agency and the Forest Service.

2. Condition Surveys (Operational/Other). Unless otherwise directed, the permit holder shall be responsible for conducting these condition surveys. Qualified personnel shall conduct condition surveys whenever:

(a) A non-public system has specific coliform test results, E. coli test results, or failure to sample, that would require a Level 1 or Level 2 Assessment for a public system, or

(b) A closed seasonal system is opened for service, or

(c) There is a significant change in conditions that may have affected the system operation and or water quality (for example, severe storm, earthquake, or flood event), or

(d) Prior to renewal of any special use permit involving Forest Service-owned drinking water systems.

3. Condition Surveys (Maintenance). Qualified Forest Service personnel will conduct condition surveys for maintenance of Forest Service-owned drinking water systems, on an interval not to exceed five years. The permit holder shall assist the Forest Service in the conduct of maintenance condition surveys by locating components at the site, operating valves and equipment, and providing a copy of the water system records if requested.

#### **F. Physical Protection**

1. Design and Construction. The permit holder shall not make any design or construction modifications to the system without advance authorization from the Forest Service and primacy agency.

2. Operations and Maintenance (O&M). If an O&M Plan has not been provided by the Forest Service, prepare one for Forest Service approval. Review and modify the O&M Plan whenever operational or physical changes are proposed, and submit proposed revisions for Forest Service approval. At a minimum, review the O&M Plan annually and submit proposed revisions for Forest Service approval with the Annual Operating Plan.

Follow the procedures established in the O&M plans. Make no unauthorized changes that would compromise the objectives stated in this Appendix. Obtain approval from the Forest Service prior to opening seasonal systems each year. For seasonal systems that are public, also demonstrate compliance with primacy agency-approved startup procedures prior to opening the system each year. Perform maintenance to ensure continued protection of the water source and water system. When a closed system at a publicly-accessible site is being super-chlorinated and/or flushed, or is being sampled prior to system opening/re-opening, deter public access to the system via signs, barricades, and/or other measures.

3. Cross Connection Control and Backflow Prevention. Maintain cross connection control and backflow prevention practices and devices in accordance with the Forest cross connection control and backflow prevention plan, primacy agency regulations, and OSHA regulations at 29 CFR 1910.141(b)(2)(ii). Properly use and maintain these devices and incorporate annual testing into the system's cross connection control program and O&M Manual. Maintain testing records in the water system file, and document test completion in the annual pre-opening condition survey.

4. Security. Maintain physical security (fences, enclosures, and locks) as necessary and practicable to deter unauthorized access. If vandalism or intentional harm to the water system and its components (wells, springs, treatment systems, storage tanks, and so forth) is suspected, notify law enforcement officers immediately and consult with the Forest Service for further guidance.

**G. Treatment**. Public water systems must provide treatment as required by the primacy agency or Forest Service. Non-public water systems must provide treatment as required by the Forest Service, to meet objectives stated in this Appendix. The permit holder shall not make substantial treatment

modifications without advance authorization from the Forest Service (and primacy agency, if applicable). The permit holder shall notify, in writing, the Forest Service (and primacy agency, if applicable) in the event of any treatment system malfunction.

**H. Monitoring and Follow-up Actions.** Conduct monitoring and perform follow-up actions in accordance with this Appendix. Meet additional requirements if imposed by the primacy agency. Ensure that sample analyses are conducted at a primacy agency-certified laboratory, and that samples are collected and handled in accordance with laboratory requirements. Maintain and submit monitoring records in accordance with this Appendix. For public systems, submit results to the Forest Service and primacy agency as required by regulation. For non-public systems, submit results to the Forest Service only. The laboratory selection, and the manner in which the laboratory notifies the permit holder of violations, are subject to approval by the Forest Service. The permit holder shall ensure that the laboratory reports results immediately if a test result is positive for E. coli or total coliform. The permit holder shall also ensure that the laboratory directly notifies the Forest Service authorized officer of violations. If requested by the Forest Service, the permit holder shall have the laboratory send an electronic copy of all results to the Forest Service at the same time results are sent to the permit holder. The permit holder is responsible for providing the name and address of the authorized officer to ensure this notification and associated sample results are sent by the laboratory to the Forest Service. The permit holder shall submit a drinking water monitoring plan with the annual operating plan, for approval by the Forest Service. The plan must include the contaminant list and schedule, proposed laboratory, and contacts list (permit holder, operators, and Forest Service representative to be contacted by the laboratory). The plan must also include a sample siting plan for coliform samples that addresses frequency and location, as described below. Each hand pump is considered as a separate water system. Unless otherwise directed, microbiological samples must be taken in the first ten days of the month. The permit holder shall notify and consult with the Forest Service within 24 hours after notification by the laboratory of a sample that tests positive for microbiological contamination, a trigger of a Level 1 or Level 2 assessment or condition survey, or any violation of applicable standards.

1. Microbiological (Coliform) Monitoring

Public Water System

(a) Routine Coliform Samples. Follow NPDWR or primacy agency regulations. Unless otherwise directed by the Forest Service, for seasonal systems, collect at least one sample for each full or partial calendar month the system operates, even if the primacy agency allows less frequent sampling. Prepare a sample siting plan that addresses frequency and location to ensure sampling is representative of water throughout the distribution system. The sample siting plan must include routine and repeat sample sites in the distribution system to ensure compliance with the Revised Total Coliform Rule. Additionally, for systems that use groundwater, the sample siting plan must include a repeat sample site at each groundwater source to meet requirements of the Groundwater Rule.

(b) Repeat Coliform Samples. Collect samples as required by the NPDWR or primacy agency regulations.

(c) Special Samples. Collect samples as required by the NPDWR or primacy agency regulations. Seasonal systems may not be opened for public use until after the special samples show the systems are free from coliform bacteria.

Non-Public Water System

(a) Routine Coliform Samples. Collect samples from non-public (NPT and NPNT) water systems at a minimum frequency of one sample/calendar quarter for systems that are continuously operated. For seasonal systems, collect one sample for each full or partial calendar month that the system operates. Prepare a sample siting plan that addresses frequency and location to ensure sampling is representative of water throughout the distribution system. The sample siting plan must include routine and repeat

sample sites in the distribution system. Additionally, for systems that use groundwater, the sample siting plan must include a repeat sample site at each groundwater source.

(b) Repeat Coliform Samples. Within 24 hours of notification of a positive routine sample, collect one repeat sample for each positive routine sample.

(c) Special Samples. Collect one special sample before opening any seasonal water system for use. Seasonal systems may not be opened for public use until after the special samples show the systems are free from coliform bacteria.

2. Microbiological Follow-up Actions. Follow up actions are based on what triggers and/or violations have occurred.

(a) Level 1 Assessment Trigger

Public Water System

(1) Notify the Forest Service, conduct a Level 1 Assessment, and conduct corrective actions as soon as practicable, and coordinate with the Forest Service to submit the completed assessment form to the primacy agency within 30 days after learning of the trigger. In the completed form, describe sanitary defects detected, corrective actions completed, and a proposed timetable for any corrective actions not already completed.

(2) Unless otherwise directed by the primacy agency or Forest Service, after performing corrective actions, take daily special samples until two consecutive special samples are negative for coliform. If one special sample is TC positive, consult with the primacy agency and Forest Service on whether to implement precautionary measures such as system closure or a boil water advisory. The Forest Service may require more conservative measures than the primacy agency.

(3) Follow primacy agency and Forest Service directions for follow-up.

Non-Public Water System

(1) Notify the Forest Service, conduct a condition survey, and conduct corrective actions as soon as practicable, and document the survey and actions within 30 days after learning of the trigger. In the documentation, describe sanitary defects detected, corrective actions completed, and a proposed timetable for any corrective actions not already completed.

(2) Unless otherwise directed by the Forest Service, after performing corrective actions, take daily special samples until two consecutive special samples are negative for coliform. If one special sample is TC positive, consult with the Forest Service on whether to implement precautionary measures such as system closure or a boil water advisory.

(3) Follow Forest Service directions for follow-up.

(b) Level 2 Assessment Trigger

Public Water System (Trigger: E. coli MCL violation or second Level 1 Assessment trigger within a rolling 12- month period).

(1) (For all Level 2 Assessment Triggers) Notify the Forest Service. If the trigger is caused by an E. coli MCL violation, also notify the primacy agency, in accordance with NPDWR or primacy agency regulations. Follow primacy agency and Forest Service direction.

(2) (For E. coli MCL violation) Close the system. (The toilet supply may be left open if all points of human consumption, including showers, sinks, and publicly accessible hose bibs, can be isolated and shut off.)

(3) (For E. coli MCL violation) Notify the public and water users, in coordination with the Forest Service, in accordance with NPDWR or primary agency regulations.

(4) (For E. coli MCL violation) Coordinate with the Forest Service to notify the State after completion of public notice (with a copy of the public notice posted/delivered, and dates when the notice was posted and removed).

(5) (For all Level 2 Assessment Triggers) Coordinate with the Forest Service. Ensure that a Level 2 Assessment is completed by the primacy agency or by a party approved by the primacy agency as soon as practicable, and submit the completed assessment form to the primacy agency within 30 days after learning of the trigger. The completed form must describe sanitary defects detected, corrective actions completed, and a proposed timetable for any corrective actions not already completed.

(6) (For E. coli MCL violation) After performing corrective actions, take daily special samples. A closure order may be lifted only after the problem has been corrected and two consecutive daily special samples are TC negative.

Non-Public Water System (Trigger: E. coli MCL violation)

(1) Notify the Forest Service of the violation and follow Forest Service direction.

(2) Close the system. (The toilet supply may be left open if all points of human consumption, including showers, sinks, and publicly accessible hose bibs, can be isolated and shut off.)

(3) Coordinate with the Forest Service to notify the water users about the violation within 24 hours and in accordance with the primacy agency requirements and guidance. Content of public notice for non-public systems may be customized to fit a non-public system, subject to approval by the Forest Service.

(4) Coordinate with the Forest Service on conducting a condition survey and corrective actions as soon as practicable, and document the survey and actions within 30 days after learning of the trigger. In the documentation, describe sanitary defects detected, corrective actions completed, and a proposed timetable for any corrective actions not already completed.

(5) After performing corrective actions, take daily special samples. A closure order may be lifted only after the problem has been corrected and two consecutive daily special samples are TC negative.

3. Disinfectant and Disinfection By-Products. All public community and non-transient non-community water systems that add a primary or residual disinfectant as part of their water treatment must be monitored in accordance with NPDWR or primacy agency requirements for disinfectant residuals to demonstrate compliance with MRDLs, and for disinfection byproducts to demonstrate compliance with MCLs. Transient non-community systems that use chlorine dioxide as a disinfectant must also be monitored for compliance with the MRDL.

All public water systems that add a primary disinfectant to treat the source water (surface water, GWUDI, or groundwater) must be monitored in accordance with NPDWR or primacy agency requirements for disinfectant residuals and other parameters as necessary to demonstrate compliance with applicable pathogen inactivation requirements. All non-public non-transient water systems that add a primary or residual disinfectant as part of their water treatment must be monitored in accordance with NPDWR for disinfectant residual MRDLs and disinfection byproduct MCLs. Non-public transient systems that use chlorine dioxide as a disinfectant must also be monitored for compliance with the MRDL. All non-public water systems that add a primary disinfectant to treat the source water (surface water, GWUDI, or groundwater) must be monitored in accordance with NPDWR for disinfectant residuals and other parameters as necessary to demonstrate compliance with applicable pathogen inactivation requirements.

4. Turbidity. Perform turbidity monitoring in compliance with NPDWR and primacy agency regulations for all public systems and non-public systems using surface water sources or groundwater sources

determined to be under the direct influence of surface water, or systems designated by the primacy agency. Non-public systems must monitor the same way as public water systems unless alternative monitoring is approved by the Forest Service on a case-by-case basis.

5. Primary Contaminants, Secondary Contaminants, Regulated and Unregulated Organic and Inorganic Chemicals, and Other Contaminants. For public systems, conduct monitoring of all applicable contaminants as required by the NPDWR, NSDWR, or primacy agency regulations. For non-public systems, conduct monitoring in the same manner and frequency as the respective public water system class, unless the Forest Service has granted a waiver using primacy agency waiver criteria as guidance. Nitrates are typically monitored for annually, and nitrites are typically monitored for every three years.

**I. Public Notification.** Notification must be performed in accordance with the requirements of NPDWR and primacy agency regulations for public and non-public systems.

**J. Recordkeeping.** The permit holder shall establish a permanent file for each drinking water system, and maintain records for both public and non-public systems per the NPDWR, primacy agency regulations, and this Appendix. The permit holder shall also include copies of sample siting plans, condition surveys, sanitary surveys, O&M plans, maintenance logs, records of repairs and/or modifications, and any other correspondence in the file.

The permit holder shall submit a copy of the water system file to the Forest Service upon request, and shall surrender the file to the Forest Service upon permit termination or revocation. The permit holder shall forward copies of routine and repeat coliform test results to the Forest Service by the 15th of the month in which the sample was taken. For other parameters (e.g., special coliform samples, disinfection byproducts, organic/inorganic/other chemical samples, disinfectant residuals, turbidity, etc.), unless otherwise requested, the permit holder shall forward copies of test results to the Forest Service by the 15th of the month following the sampling date. Unless otherwise requested, the permit holder shall forward copies of condition surveys, sanitary surveys, Level 1 and Level 2 Assessments, corrective action reports, correspondence, etc. to the Forest Service within one week.

**K. Undeveloped Water Sources.** Where there are undeveloped sources such as roadside springs, the permit holder shall keep such water sources in an undeveloped condition indicating the water source is unprotected. Undeveloped water sources shall not be identified on trail guides, brochures, maps, etc. in a way that may mislead users into believing the water is protected and safe. The permit holder shall take any additional measures to protect the public as required by Federal, State, or local law with regard to such sources.

**L. Range and Wildlife Water Systems.** The requirements in this Appendix do not apply to range or wildlife water systems if their design and construction features clearly indicate that they are not for human use. However, if range or wildlife water systems are an integral part of a drinking water system, such integral parts shall meet the requirements for drinking water. The Forest Service and/or primacy agency shall make the final determination of which water systems must be treated as drinking water systems.

**M. Water Conservation.** The permit holder shall operate, maintain, and monitor the water systems in such a way as to minimize the environmental footprint, including water, energy, and waste reduction. The permit holder shall report water meter readings to the Forest Service on a monthly basis, and maintain readings in the file. The permit holder shall promptly correct wastage or leaks that can be corrected through permit holder operations, maintenance, reconditioning, or renovation. The permit holder shall promptly inform the Forest Service of other wastage or leaks.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity

conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

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.

Authorization ID: #AUTH\_ID#  
 Contact ID: #HOLDER\_ID#  
 Expiration Date: #EXPIRATION\_DATE#

FS-2700-4h, App. B (09/2020)  
 OMB No. 0596-0082

**SPECIAL USE PERMIT FOR  
 CAMPGROUND AND RELATED GRANGER-THYE CONCESSIONS**

**APPENDIX B  
 ANNUAL GRANGER THYE FEE OFFSET AGREEMENT**

**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 (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 land use fee is [amount]. [ ] percent of that land use 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.

1. Amount of Land Use Fee Subject to Offset. The actual cost of each project that is satisfactorily completed as determined by the Forest Service may be offset against the holder's land use 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 holder's annual land use fee.

2. Projects and Project Costs Covered by This Agreement. 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 land use fee, and reserves the right not to grant any fee offset if any representations in the documentation are 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]				

The Forest Service or Forest Service contractor shall perform the work itemized below under this agreement.

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

**<USER NOTES FOR PARAGRAPH 3>**

**<Include paragraph 3 if the total estimated cost of Government MRRI projects to be performed under this agreement exceeds \$2,000 and the holder is a private entity or a state or governmental entity that is contracting with a private entity to perform the Government MRRI projects. Otherwise delete paragraph 3, and re-number the remaining paragraph.>**

3. Davis-Bacon Act Requirements. This agreement is subject to the Davis-Bacon Act, 40 U.S.C. 3141 *et seq.*, and its implementing regulations at 29 CFR 5.5. These regulatory requirements are incorporated by reference into this agreement as if fully set forth in this agreement.

4. Documentation of Project Costs. 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, using form FS-2700-4h, Appendix G, 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 land use fee and reserves the right not to grant any land use fee offset if any representations in the documentation are inaccurate or incomplete.

\_\_\_\_\_  
[NAME AND TITLE OF PERSON SIGNING ON BEHALF OF HOLDER, DATE  
IF HOLDER IS AN ENTITY]  
#HOLDER\_NAME#

APPROVED:

\_\_\_\_\_  
#AUTHORIZED OFFICER NAME# DATE  
#TITLE#



National Forest  
USDA Forest Service

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. Response to this collection of information is mandatory. The authority to collect the information is the Organic Administration Act, 16 U.S.C. 551. 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.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

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SAMPLE

## Potential 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 the National Quality Standards for Recreation Site Management, as described in Appendix 19. Projects may be derived from Appendix 3 – Inventory of Government Furnished Property. In addition, 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: This table represents a sample list of potential Granger-Thye Fee Offset projects for facilities in this prospectus. The Forest Service may find a need for higher priority projects and revise this list at any time.

**Table 1. Potential MRRI Project List**

Item/Project	Quantity	Estimated Cost	Completion Date
Repair or replace septic systems as needed	6	\$10,000 each	12/2036
Install water hookups at all Shores Lake campsites	23	\$100,000	12/2036
Install electric hookups to all Shores Lake campsites	31	\$300,000	12/2036
Repair or replace trash/food storage with bear proof boxes as needed	9	\$3,600	12/2027
Repaint all exterior surfaces of cabins and buildings as needed or every 5 years		\$10,000	12/2028
Replace information kiosks as needed	5	\$7,000	12/2036
Maintain gravel roads within White Rock		\$5,000 per year	12/2030
Repair or replace White Rock Rim Trail Shelter roofs as needed	4	\$100,000	12/2036
Repave Shores Lake Campground Loop		\$200,000	12/2036
Repair or replace building roofs as needed		\$150,000	12/2036



United States  
Department of  
Agriculture

Forest  
Service

Washington Office

14<sup>th</sup> & Independence SW  
P.O. Box 96090  
Washington, DC 20090-6090

**File Code:** 2720/6500

**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/ TAMARA L. HANAN

/S/ DAVID G. HOLLAND

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

TAMARA HANAN  
Director, Financial Policy  
and Analysis

Authorization ID: #AUTH\_ID#  
Contact ID: #HOLDER\_ID#  
Expiration Date: #EXPIRATION\_DATE#

FS-2700-4h, App. H (09/2020)  
OMB No. 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE  
FOREST SERVICE**

**SPECIAL USE PERMIT FOR  
CAMPGROUND AND RELATED GRANGER-THYE CONCESSIONS**

**APPENDIX H  
GRANGER-THYE FEE OFFSET CLAIM**

**AUTHORITY: Section 7 of the Granger-Thye Act, 16 U.S.C. 580d**

\_\_\_\_ NATIONAL FOREST  
\_\_\_\_ RANGER DISTRICT  
PERMIT ID 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 shall be documented and determined by the Forest Service to be reasonable, allocable, and determined to be allowable, in accordance with the terms of this permit, the applicable GT fee offset agreement, and applicable Forest Service directives.

**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, [name] National Forest, and [holder name] on [date of GT fee offset agreement].

**DIRECT GT COSTS**

Salaries and Wages	\$	_____
Materials and Supplies	\$	_____
Subcontracts	\$	_____
Other (specify)	\$	_____
Sum of Direct GT Costs	\$	_____

**INDIRECT COSTS** ([ ]% x Direct GT costs) \$ \_\_\_\_\_

**TOTAL GT COST CLAIM FOR PROJECT** \$ \_\_\_\_\_

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.

---

[NAME AND TITLE OF PERSON SIGNING ON BEHALF OF HOLDER, DATE  
IF HOLDER IS AN ENTITY]  
#HOLDER\_NAME#

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. Response to this collection of information is mandatory. The authority to collect the information is the Organic Administration Act, 16 U.S.C. 551. 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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Collection Agreement  
between  
<Name of Holder>  
and  
<Name> National Forest

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

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

THIS COLLECTION AGREEMENT is made by (name of holder) and the U.S. Department of Agriculture, Forest Service, \_\_\_\_\_ National Forest (the FS), under Section 5 of the Granger-Thye Act, 16 U.S.C. 572.

WHEREAS, the holder operates a FS campground (or campgrounds) under a special-use permit dated \_\_\_\_;

WHEREAS (SELECT EITHER #1 OR #2) 1) THE HOLDER HAS A REQUESTED THE FS TO PERFORM AND THE FS IS WILLING TO PERFORM UNDER A COLLECTION AGREEMENT OR 2) THE FS IS REQUIRING THAT IT PERFORM UNDER A COLLECTION AGREEMENT, the following projects listed in the fee offset agreement: (List all agreed to and approved projects);

WHEREAS, the cost of those projects may be used to offset the permit fee in accordance with the fee offset agreement;

THEREFORE, in consideration of the above, the parties agree as follows:

**A. The holder shall:**

1. Make advance payments, in accordance with the permit, in amounts sufficient to cover the total cost of performing the Government maintenance and reconditioning work listed in this agreement, including overhead as determined by the FS up to \_\_\_\_ 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 FS's intent to use such number for purposes of collecting and reporting on any delinquent amounts arising out of such person's relationship with the Government, has hereby been given.

**B. The FS shall:**

1. Deposit payments received from the holder under this agreement into the FS cooperative work fund.
2. Upon receipt of payment from the holder, perform the Government maintenance and reconditioning projects listed in this 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. It is mutually agreed that:**

1. No member of or delegate to Congress or resident commissioner shall receive any benefit that may arise from this agreement; provided, that this provision shall not apply to this agreement if it is made with a corporation for its general benefit.

2. This agreement in no way restricts the FS or the holder from participating in similar activities with other public or private agencies, organizations, or individuals.
3. Any holder contributions made under this agreement do not directly or indirectly convey FS endorsement of the holder's products or activities.
4. Modification of this agreement shall be made by in writing mutual consent of the parties and shall be signed and dated by both parties. The FS is not obligated to fund any modifications that are not made in accordance with this clause.
5. Either party(s), in writing, may terminate the instrument in whole, or in part, at any time before the date of expiration. The FS shall not incur any new obligations for the terminated portion of the instrument after the effective date and shall cancel as many obligations as in possible. Full credit shall be allowed for FS expenses and all non-cancelable obligations properly incurred up to the effective date of termination.
6. Unless terminated by written notice, this agreement shall remain in effect until the end of the initial permit term. If the permit term is extended, this agreement may be extended in writing for the same period as the permit term.
7. Per 16 U.S.C. 572, the United States shall not be liable to the holder or the holder's heirs, assigns, agents, employees, contractors, or lessees for any loss, personal injury, or death occurring in connection with performance of work under this agreement, and the holder on behalf of itself and its heirs, assigns, agents, employees, contractors, and lessees hereby waives any and all claims against the United States for compensation for any loss, personal injury, or death occurring in connection with performance of work under this agreement.

In witness where IN WITNESS WHEREOF, the parties have executed this agreement as of the last date written below.

\_\_\_\_\_  
Date

\_\_\_\_\_  
[TITLE]  
for [HOLDER NAME]

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Officer  
\_\_\_\_\_  
National Forest

# Business Plan and Financial Resources

## For Campground Concessions

**A Proposal in Response to the Campground Prospectus for:**

\_\_\_\_\_

on the \_\_\_\_\_ National Forest

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Company contact: \_\_\_\_\_

Phone: \_\_\_\_\_

# Contents

I: The Business and Experience .....	1
1. Purpose and Goals:.....	1
2. Description of the Business:.....	1
3. Legal Structure: .....	1
4. Location of Your Business:.....	2
5. Market and Customers: .....	2
6. Competitive Analysis:.....	2
7. Management:.....	3
8. Personnel:.....	3
9. Supporting Documents:.....	3
II: Financial Resources .....	4
1. Capital-Equipment List: .....	4
2. Start-Up Expenses:.....	4
3. Sources and Uses of Financing: .....	5
4. Historical Financial Reports for Existing Business.....	12
5. Supporting Information.....	12
Table 1. List of owners.....	1
Table 2. Competitive Analysis .....	2
Table 3. Capital Equipment List.....	4
Table 4. Start-Up Expenses .....	4
Table 5. Sources of Financing .....	5
Table 6. Uses of Financing .....	5
Table 7. Cash Flow Projection (or Cash Flow Budget) by Month: Year One.....	7
Table 8. Start-Up Balance Sheet .....	9
Table 9. Income Projection by Month: Year One .....	10

# I: The Business and Experience

## 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 your company is 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:

**Table 1. List of owners**

Name	Address	Social Security Number (SSN)	Percent 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.

**Table 2. Competitive Analysis**

Area of Comparison	You	Competitor A	Competitor B	Competitor C	Competitor 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 \_\_\_\_\_

Banker \_\_\_\_\_

Insurance Broker \_\_\_\_\_

Advertising \_\_\_\_\_

Others \_\_\_\_\_

## 8. Personnel:

Explain how you plan to recruit, develop, and maintain your workers. List the number of employees you will have, as well as their job titles and required skills. (Use additional pages as necessary)

- A. Identify essential employees, their job titles, and required skills:
- B. Identify the source and your plan to recruit essential employees:
- C. Discuss any training or retraining that you plan for your employees. Also, discuss any necessary first-aid certification or recertification, etc.:

## 9. Supporting Documents:

**Each applicant is required to submit the items listed below.**

- Personal resumes of business owners, officers, and partners
- Copies of all pertinent existing permits or licenses applicable to this business (Submit only the face pages of all current concession permits)

## II: Financial Resources

### 1. Capital-Equipment List:

Capital equipment is defined as assets which have useful lives of more than one year. Examples include machines, equipment, vehicles, livestock, tack, gear, and computers. Describe the equipment, the quantity, whether the equipment is new or used (N/U), the expected useful life, and the cost. This includes equipment purchased from existing businesses.

**Table 3. Capital Equipment List**

Equipment	Quantity	New/Used	Life	Cost
<b>Total Cost of Capital Equipment</b>				<b>\$0.00</b>

### 2. Start-Up Expenses:

Start-up expenses are the various costs it takes to open your doors for business:

**Table 4. Start-Up Expenses**

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:	



Item	Cost
<b>Total Uses of Financing</b>	<b>\$</b>

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 (date range can be modified).**

**Table 7. 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
		Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
1														
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													

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
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.

Table 8. Start-Up Balance Sheet

Item	Cost
<b>Assets:</b>	
Current Assets	\$
Fixed Assets	\$
Less Accumulated Depreciation	\$
Net Fixed Assets	\$
Other Assets	\$
Total Assets	\$
<i>Footnotes:</i>	
<b>Liabilities:</b>	
Current Liabilities	\$
Long-Term Liabilities	\$
Total Liabilities	\$
Net Worth or Owner's Equity (Total assets minus total Liabilities)	\$
Total Liabilities and Net Worth	
<i>Footnotes:</i>	

## 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 (date range can be modified).

**Table 9. Income Projection by Month: Year One**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
		Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
1														
2														
3	Sales													
4	Wholesale													
5	Retail													
6	Total Sales													
7														
8	Cost of Material													
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													

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
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													

#### 4. Historical Financial Reports for Existing Business

**Each applicant is required to submit all items listed below.**

- FS-6500-24
- Tax returns (past three years)
- Current credit report from major credit bureau

#### 5. Supporting Information

**Each applicant is required to submit the items listed below, if applicable.**

- Financial statements of business owners, officers, and partners
- Bank or investor letters of intent to finance project



7. REFERENCES (at least three, preferably from banks):			
Full Name	ADDRESS, TELEPHONE NUMBERS, AND E-MAIL ADDRESS		
<p>You may submit certified financial statements in lieu of completing PARTS A through C below. However, you must complete either the certification statement in PART D.1 or PART D.2 at the bottom of the last page.</p>			
<b>PART A. BALANCE SHEET</b>	<b>CURRENT YEAR (MM/DD/YYYY)</b>	<b>PREVIOUS YEAR (MM/DD/YYYY)</b>	<b>YEAR BEFORE PREVIOUS YEAR (MM/DD/YYYY)</b>
<b>YEAR ENDED</b>			
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
CASH			
RECEIVABLES			
LESS ALLOWANCES FOR DOUBTFUL ACCOUNTS	( )	( )	( )
INVENTORIES (LIST MAJOR CATEGORIES)			
SUPPLIES AND MISCELLANEOUS ITEMS			
MARKETABLE SECURITIES			
PREPAID EXPENSES			
SUPPLIES INVENTORY			
OTHER CURRENT ASSETS			
<b>TOTAL CURRENT ASSETS</b>			
<b>FIXED ASSETS</b>			
LAND			
BUILDINGS			
MACHINERY AND EQUIPMENT			
PLANT			

LEASEHOLD IMPROVEMENTS			
OTHER			
LESS ALLOWANCE FOR DEPRECIATION	( )	( )	( )
BOOK VALUE OF FIXED ASSETS			
<b>OTHER ASSETS</b>			
CASH DEPOSITS			
SECURITIES			
<b>TOTAL OTHER ASSETS</b>			
<b>TOTAL ASSETS</b>			
<b>LIABILITIES AND OWNER EQUITY</b>			
	<b>CURRENT YEAR (MM/DD/YYYY)</b>	<b>PREVIOUS YEAR (MM/DD/YYYY)</b>	<b>YEAR BEFORE PREVIOUS YEAR (MM/DD/YYYY)</b>
<b>CURRENT LIABILITIES</b>			
ACCOUNTS PAYABLE			
ACCRUED PAYROLL			
ACCRUED PAYROLL TAXES AND INSURANCE			
NOTES PAYABLE			
CURRENT INCOME TAXES			
OTHER TAXES			
CURRENT PORTION OF LONG-TERM DEBT			
OTHER CURRENT LIABILITIES (SPECIFY)			
<b>TOTAL CURRENT LIABILITIES</b>			
<b>OTHER LIABILITIES</b>			
DEFERRED INCOME TAXES			
LOANS FROM OFFICERS OR PARTNERS			
LONG-TERM DEBT LESS CURRENT PORTION OF LONG-TERM DEBT			
<b>TOTAL OTHER LIABILITIES</b>			
<b>TOTAL LIABILITIES</b>			
<b>OWNER EQUITY</b>			
CAPITAL STOCK OUTSTANDING			

RETAINED EARNINGS (DEFICIT)			
PARTNERS' INVESTMENT (DEFICIT)			
<b>TOTAL OWNER EQUITY</b>			
<b>TOTAL LIABILITIES AND OWNER EQUITY</b>			
<b>PART B. SUPPLEMENTAL DATA</b>			
THE INCOME STATEMENT IN PART C IS CASH BASIS _____ ACCRUAL BASIS _____.			
INVENTORIES ARE LIFO _____, FIFO _____, COST, OR MARKET, WHICHEVER IS LOWER _____.			
NAME, ADDRESS, TELEPHONE NUMBERS, AND E-MAIL ADDRESS OF CONTRACTORS OR SUBCONTRACTORS USED TO PREPARE THE INCOME STATEMENT IN PART C (IF ANY):			
<b>PART C. INCOME STATEMENT</b>			
	<b>CURRENT YEAR (MM/DD/YYYY)</b>	<b>PREVIOUS YEAR (MM/DD/YYYY)</b>	<b>YEAR BEFORE PREVIOUS YEAR (MM/DD/YYYY)</b>
<b>GROSS SALES</b>			
LESS RETURNS AND ALLOWANCES	( )	( )	( )
<b>NET SALES</b>			
LESS COST OF GOODS SOLD	( )	( )	( )
<b>GROSS PROFIT ON SALES</b>			
LESS SELLING EXPENSE	( )	( )	( )
<b>NET PROFIT (LOSS) ON SALES</b>			
<b>GENERAL EXPENSE</b>			
OFFICERS SALARIES			
LEGAL AND OTHER PROFESSIONAL EXPENSE			
OFFICE EXPENSE			
TOTAL GENERAL EXPENSE			
<b>NET OPERATING PROFIT (LOSS)</b>			
PLUS OTHER INCOME			
LESS INTEREST EXPENSE			
INCOME TAXES	( )	( )	( )
OTHER EXPENSES	( )	( )	( )
<b>NET AMOUNT OF OTHER INCOME AND EXPENSES</b>	( )	( )	( )
<b>NET PROFIT (LOSS) FOR YEAR:</b>			

<b>PART D.1. CERTIFICATION FOR CORPORATIONS, LLCs, AND PARTNERSHIPS</b> <b>We, the undersigned, general officers (or members) of _____ [name of corporation, LLC, or partnership], swear that the above or attached financial statements are true and correct and cover all of the financial affairs of [name of corporation, LLC, or partnership] up to and including [date].</b>		
CERTIFYING OFFICIAL'S NAME AND TITLE	SIGNATURE (Sign in ink)	DATE
CERTIFYING OFFICIAL'S NAME AND TITLE	SIGNATURE (Sign in ink)	DATE
SUBSCRIBED AND SWORN TO before me this _____ day of _____, [year].		(Affix Notary Seal)
SIGNATURE	TITLE	
<b>PART D.2. CERTIFICATION FOR INDIVIDUALS</b> <b>I swear that the above or attached financial statements are true and correct.</b>		
INDIVIDUAL'S NAME AND TITLE	SIGNATURE (Sign in ink)	DATE
SUBSCRIBED AND SWORN TO before me this _____ day of _____ [year].		(Affix Notary Seal)
SIGNATURE	TITLE	

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. Response to this collection of information is mandatory. The authority to collect the information is the Organic Administration Act, 16 U.S.C. 551. 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.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the State or local Agency or contact USDA through the Telecommunications Relay Service at 711(voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.

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.

FS-6500-25 (09/2020)  
OMB No. 0596-0082

**U.S. DEPARTMENT OF AGRICULTURE  
FOREST SERVICE**

**REQUEST FOR FINANCIAL VERIFICATION**

**AUTHORITY:  
FSH 6509.18**

**Instructions for applicant:** Complete items 1 through 5, and submit the form to your bank or other lending institution.

**Instructions for bank or other lender:** Complete Items 6 through 15, and transmit the completed form directly to the Resource Audit Branch, CFO Office, Albuquerque Service Center, Forest Service, 101 B Sun Avenue, NE, Albuquerque, NM 87109, Attn: . Anyone who knowingly or willfully makes any false statements or representations on this form is subject to a fine, imprisonment, or both under 18 U.S.C. 1001(a).

1. To: [name and address of bank or other lending institution]	2. From: [applicant's name and address]	
<b>3. Statement of Applicant</b>		
TYPE OF ACCOUNT	ACCOUNT NUMBER	CURRENT BALANCE
CHECKING ACCOUNT		
SAVINGS ACCOUNT		
OTHER		

I have applied for a timber sale contract or special use permit from the Forest Service and state that the balances in my accounts with the bank or lending institution named in Item 1 are as shown in Item 3. My signature below authorizes verification of this information. Your response is solely a matter of courtesy for which no responsibility is attached to your institution or any of your officers.

4. Applicant's Signature:			5. Date / /
6. Does the applicant have any outstanding loans? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, complete item 7.		10. Is the account less than 2 months old? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, complete item 11.	
TYPES OF LOANS	MONTHLY PYMT.	PRESENT BALANCE	11. Date account was opened:
Secured			
Unsecured			
8. Is the applicant's statement in Item 3 correct? <input type="checkbox"/> Yes <input type="checkbox"/> No    If no, complete item 9.			12. Payment Experience: <input type="checkbox"/> Favorable <input type="checkbox"/> Unfavorable If unfavorable, please explain in remarks.
9. Current Balances			
CHECKING	SAVINGS		

13. Remarks:

THE INFORMATION PROVIDED ON THIS FORM IS CONFIDENTIAL. THE COMPLETED FORM IS TO BE TRANSMITTED DIRECTLY TO THE FOREST SERVICE, WITHOUT GOING THROUGH THE APPLICANT OR ANY OTHER PARTY.

14. Name, Title, and Signature of Bank or Other 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. Response to this collection of information is mandatory. The authority to collect the information is the Organic Administration Act, 16 U.S.C. 551. The time required to complete this information collection is estimated to average 0.5 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.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

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# **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**

- \*Visitors are not exposed to human waste.
- \*Water, wastewater, and sewage treatment systems meet federal, state and local water quality regulations.
- Garbage does not exceed the capacity of garbage containers.
- Individual units and common areas are free of litter including domestic animal waste.
- Facilities are free of graffiti.
- Restrooms and garbage locations are free of objectionable odor.
- Constructed features are clean.

## **Key Measure: RESOURCE SETTING**

- \*Effects from recreation use do not conflict with environmental laws (such as ESA, NHPA, Clean Water, TES, etc).
- 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.
- Landscape character at the developed recreation site is consistent with the Forest scenic integrity objectives.
- Visitors and vehicles do not exceed site capacity.

## **Key Measure: SAFETY AND SECURITY**

- \*High-risk conditions do not exist in developed recreation sites.
- \*Utility inspections meet federal, state, and local requirements.
- Laws, regulations and special orders are enforced.
- Visitors are provided a sense of security

## **Key Measure: RESPONSIVENESS**

- \*When signed as accessible, constructed features meet current accessibility guidelines.

- Visitors feel welcome.
- Information boards are posted in a user-friendly and professional manner.
- Visitors are provided opportunities to communicate satisfactions (needs, expectations).
- Visitor information facilities are staffed appropriately during seasons of use and current information is available.
- Recreation site information is accurate and available from a variety of sources and outlets.

## Key Measure: CONDITIONS OF FACILITIES

- Constructed features are serviceable and in good repair throughout the designed service life.
- 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.
- 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.

### 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
- All restroom buildings and individual toilet units will be fully open and accessible during the entire operating season to accommodate public service needs.

### 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

### **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.

### **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

### **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.

### **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

### **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