

Office Memorandum
No. 1130-2-24

18 April 1988

Project Operations
O&M RESPONSIBILITIES WITHIN CONCESSION LEASE AREAS

1. Purpose. This office memorandum provides guidance for the operation and maintenance activities within concession lease areas. It delineates the responsibilities of Corps personnel and concessionaires in jointly maintaining the grounds and facilities within the lease areas.

2. Applicability. All Little Rock District (LRD) Natural Resource Management Projects.

3. References:

a. Discussion topic at 1986 Resident Engineers/Managers Fall Conference and written request for policy guidance contained in DF, SWLMH, dated 30 March 1987, same subject.

b. Policy No. 77-2, subject: Support Facilities for Commercial Concessions.

c. LRDOM 405-1-10 dated 27 May 1986, subject; Real Estate, Lease Administration for Commercial Concession Purposes.

d. Policy No. 87-2 dated 6 August 1987, subject: Approval Authority for Additions, Betterments, and Modifications of Project Facilities.

e. ER 1165-2-400 dated 9 August 1985, subject: Water Resource Policies and Authorities, Recreation Planning, Development and Management Policies.

f. LRDOM 1130-2-6 dated 14 April 1987, subject; Project Operations, Safety Directive for Docks and Related Facilities Provided Under Outgrant.

g. SWDR 1130-2-7 dated 1 November 1978, subject: Project Operations, Administration of Reservoir Lands and Waters.

4. Responsibilities.

a. General. Operation and maintenance activities within concession lease areas shall be a joint effort between the concessionaire and Corps project personnel. This policy is applicable to all LRD civil works projects. Its purpose is to establish uniform guidelines to define these services and activities which will be performed by the Corps, and those by the concessionaire. The Chief, Real Estate Division, as administrator of the concession leases, will be responsible for implementing this policy, not later than 1 October 1988. The Resident Engineers/Managers in consultation with the concessionaires, will ensure that this policy results in appropriate action.

b. Corps Responsibilities. The following services or activities will be performed by the Corps to assure a high standard of maintenance and to provide quality recreational experiences for the public:

- (1) Repair and maintenance of Corps constructed roads and parking areas.
- (2) Removal of dead and storm-damaged trees and limbs.
- (3) Repair and maintenance of public toilet facilities.
- (4) Maintenance of public launching ramps and associated signs.
- (5) Erosion control and repair of drainage ditches and culverts.
- (6) Perform grounds maintenance such as mowing, trimming, litter and debris removal, etc., in that portion of the lease area where Corps facilities are present.

c. Concessionaire Responsibilities. The concessionaire will perform all remaining services or activities not listed above. Such services include but are not limited to the following items:

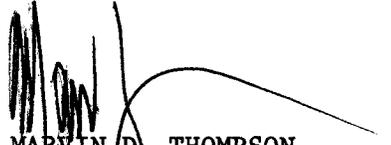
- (1) Repair and maintenance of all facilities constructed by the concessionaire such as docks, anchor systems, steps, walks, utilities systems, campsites, roads and parking areas. Maintain Corps constructed steps and walks that provide access to concessionaire facilities.
- (2) Construction of roads, parking areas, steps, walks, ramps, and handrails to accommodate marina visitors.
- (3) Perform grounds maintenance such as mowing, trimming, litter and debris removal, etc., except in that portion of the lease area where Corps facilities are present (such as picnic and campsites and structures).
- (4) Removal and disposal of solid waste except at campsites administered by the Corps. Provide covered solid waste containers and remove and dispose of the waste on a timely basis.
- (5) The lessee shall furnish, install, and maintain buoys in accordance with an approved buoy placement and maintenance plan. Existing Corps-furnished buoys shall be permitted to remain with replacement by the lessee. New buoys shall be placed only after written approval is granted by the District Engineer.

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(6) Operate and maintain existing Corps-furnished and lessee-furnished replacement marine dump stations and holding tanks and dispose of sewage in approved locations in accordance with State requirements.

d. Exceptions. Exceptions to these guidelines may be authorized where justified.

FOR THE DISTRICT ENGINEER:



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