

CONCESSIONER FACILITY DESIGN AND CONSTRUCTION

A. LAW, REGULATION AND POLICY

1. Law

See Chapter 16 of this Guideline.

2. Regulation

See Chapter 16 of this Guideline.

3. Policies

a. MANAGEMENT POLICIES MANUAL, Chapter III
Design and Construction Consideration

DESIGN QUALITY AND CONTROL

Only those physical facilities needed for management and appropriate public use and enjoyment shall be provided in a park area, and then only at sites designated on approved plans.

Where new facilities are needed, the Service will employ quality design of a high aesthetic and functional caliber. Facilities will be integrated into the park landscape so as to cause minimum impact.

Within small parks, or in developed areas of large parks, there will be a consistent design unity complementing the purpose, spirit and theme of an area rather than competing with or dominating park features. In historic zones, new structures erected for visitor or administrative use shall be of contemporary design but in harmony with the area and its historic resources in proportion, color, and texture. No attempt shall be made to duplicate or mimic a historic design, nor shall any modern construction be portrayed to the public as historic. Adaptive use of existing historic or nonhistoric buildings shall be considered before new facilities are constructed.

In carrying out its development programs the Service will assure compliance with all safety, accessibility, and environmental protection laws, Executive Orders, and codes where applicable.

CONSTRUCTION

Construction of park facilities shall be rigidly controlled to preclude undue damage to vegetation, soils, and archeological resources through excessive grading and alteration of contours to fit developments, and to reduce air, water, and noise pollution. The Service will adhere to all applicable Federal, State and local environmental laws, standards and emission of effluent limitations.

Facilities and structures shall not be located in areas where natural processes pose a persistent threat to the facilities or structures, or to people using them, except where no practicable alternative exists for the use, enjoyment and management of a park and all safety and hazard probability factors have been considered. Such areas include, but are not limited to, unstable shorelines; unstable geological areas subject to mud slides, landslides, rock slides, or soil creep; active dunes; thermal areas; and 100 year floodplains including coastal areas. Because of potential loss of life, injury or loss of essential or irreplaceable records and objects, structures such as schools, hospitals, and museums should not be located within 500-year floodplains.

Because of the fragility and natural resource values of wetlands and floodplains, impact from construction activities shall be avoided, except where no reasonable alternative exists to meet the management objectives of the park.

Where new facilities and structures must be located in such areas, their design and siting shall be based upon scientific, engineering and architectural studies; consideration to protection of human life, natural processes and cultural resources; and consideration to their planned life span. Existing structures or facilities located in such areas and needing rehabilitation, restoration or replacement will be subjected to the same scrutiny as those prescribed for new facilities or structures. In the case of historic structures, this scrutiny will be but one factor in determining their preservation. Before development in floodplains and wetlands is provided, the requirements of Executive Order 11988, "Floodplain Management," and Executive Order 11990, "Protection of Wetlands," must be fulfilled. When structures or facilities are removed from floodplains and wetlands, the area will be restored and preserved in its natural state.

Where practical, soils and plants, that are moved from a site prior to actual construction, should be stockpiled for use in

backfilling and the final site grading. Any surplus soils and plants can be used for the restoration of other degraded areas within the park. If additional soil and plants are needed for the construction site, they may be obtained from other sites in the park only when it is determined that use of an in-park source will not significantly affect cultural and natural resources and ecological processes.

b. MANAGEMENT POLICIES MANUAL, Chapter VIII
Approval of Concessioner Design

Plans and specifications for buildings and other structures to be erected by the concessioner, including plans for landscaping, shall be prepared at the expense of the concessioner and submitted to the Superintendent for approval in accordance with established procedures at both the comprehensive design and project planning stage before construction is begun. Such plans must comply with planning and design standards applicable to the National Park Service, and when approved, shall be adhered to by the concessioners in erecting the structures authorized.

B. ACCESSIBILITY FOR DISABLED PERSONS

* The laws, regulations and policies concerning architectural and programmatic accessibility for disabled persons appear in Chapter 16 of this guideline. Please refer to this chapter for specific details. *

C. DESIGN REVIEW PROCESS

Concessioners are often responsible for developing drawings and specifications for Service approved construction projects, including the renovation of buildings as well as construction of new buildings. These designs are submitted to the Service for review, comment and eventual approval.

Facility designs, except in the cases of very simple construction (as determined by the Superintendent), must be prepared by a licensed architect or engineer. They must comply with the Life Safety Code and other National Fire Codes, the National Electric Code, Uniform Plumbing Code, the Uniform Building Code and the Architectural Barriers Act of 1968. For historic structures, compliance with the Secretary of Interior's Standards for Historic Preservation Projects (36 CFR Part 68) and with NPS-28 is also required. Also, these designs must be predicated on the latest technology of construction, materials, energy conservation and efficiency of operation, as well as compatibility with the environment.

The development of drawings and specifications will begin with a pre-design conference involving the Superintendent, concessioner, the concessioner's architect, (and appropriate regional personnel if major construction is contemplated), to discuss site location, architectural considerations, procedures to follow, etc. This is followed by the preparation of schematic and/or preliminary plans in the case of larger construction, for review and approval of the Regional Director. Construction drawings are then prepared for similar approval. All drawings are submitted by the concessioner to the Superintendent for transmittal to the Regional Office (and DSC depending on the project). A pre-construction conference between the Superintendent, concessioner and contractor is held prior to actual construction. Both the concessioner and the Superintendent will conduct inspections during construction, with the Superintendent maintaining a file of all inspections and their results.

The Superintendent should provide the concessioner or his architect written Regional Office design and construction procedures and a copy of NPS-10, "Drafting Guidelines for Design and Construction Drawings."

Design standards for lodging units and food and beverage facilities are available from the DSC Concessions Branch. Copies should be provided to the concessioner and his/her architect.

If the construction is a contractual requirement, the superintendent will advise the Regional Director upon completion of the project if the contractual commitment has been met.

The chart found in Exhibit 1 to this chapter suggests a procedure to follow once a decision has been made to construct or modify a concession facility. The Superintendent should consult with his/her Regional Office for modifications of these procedures.

D. DSC REVIEW PROCESS FOR CONCESSIONER PLANS AND DRAWINGS

Preliminary or construction drawings prepared outside DSC are given immediately to the chief of the Branch of Design, and the same general review procedure used for NPS drawings is followed. The review is to be completed in 28 days.

The Concessions Branch reviews all concession drawings and is furnished a copy of all incoming transmittal memorandums.

After completion of the review, the Design Branch coordinates review comments and adds notes to a set of the drawings for use by the concessioner in the preparation of subsequent drawings or general guidance during construction of the facility. A memorandum with a recommended action and references to the notes and comments that have been made on the set of drawings is prepared for the assistant DSC manager's signature. The notes added to the drawings are to

CONCESSIONS
NPS-48
Concessioner Facility Design And Construction

Guideline
Chapter 17
Page 5

clearly identify those comments that are mandatory and those that are recommendations for consideration by the concessioner.

After the Regional Director reviews and approves the drawings, a set of full-size marked-up prints are sent to the Superintendent for transmittal to the concessioner. In those instances where comments on concessioner drawings are relatively simple and short, this procedure may be adjusted to eliminate the preparation of a marked-up set of prints for return to the concessioner.

CONCESSIONS
NPS-48
Concessioner Facility Design and Construction

EXHIBIT 1
Chapter 17
Page 1

SUGGESTED			
CONCESSIONER DESIGN AND CONSTRUCTION PROCESS			
ITEM	DATE	PARTICIPANTS	
		I	II III
-Pre-design conference & on-site review of proposed project.	_____	PK, Conc. (A/E)	PK, Reg, Conc, A/E A/E
-Develop alternative schematic designs	_____		PK, Reg, DSC
-Review designs & select preferred alternative	_____	Conc., A/E	Conc., A/E
-Develop preliminary plans	_____	PK, Reg., (DSC)	PK, Reg., DSC
-Review of preliminary plans	_____	Conc., A/E	Conc., A/E
-Develop construction documents	_____	PK, Conc., (A/E)	PK, Reg., Conc, A/E
-On-site review with 90% complete construction documents	_____	Conc., (A/E)	Conc., A/E
-Revision and completion of construction documents	_____	PK, (Reg.)	PK, Reg., DSC
-Review & approval of construction documents	_____	Conc., (A/E)	Conc., A/E
-Revisions to construction documents	_____	Conc., (A/E)	A/E
-Pre-construction conference	_____	PK, Conc., (CC)	PK, (Reg), Conc, CC
-Construction: Inspections	_____	PK, Conc.	PK, Conc.
-Approval of completion	_____	PK	PK, Reg.

PARTICIPANTS

Perk (PK), Regional Office (Reg), Denver Service Center (DSC)
 Concessioner (Conc.), Concessioner's Architect or Engineer (A/E),
 Concessioner's Contractor (CC)

() = Optional

DATE: To be determined by park and Region

CATEGORIES

- I - Modifications up to \$10,000
- II - Modification between \$10,000 & 50, 000;
- III - New Construction up to \$100,000
- III - Modification over \$50,000; New Construction over \$100,000