

CATEGORY I CONTRACT

UNITED STATES DEPARTMENT OF THE INTERIOR

NATIONAL PARK SERVICE

SHENANDOAH NATIONAL PARK

Providing Lodging, Food and Beverage, Retail,
and Other Visitor Services

CONCESSION CONTRACT NO CC-SHEN001-13

DNC Park & Resorts at Shenandoah, Inc.

40 Fountain Plaza
Buffalo, NY 14202

Covering the Period
January 1, 2013 through December 31, 2022

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IDENTIFICATION OF THE PARTIES

THIS CONTRACT is made and entered into by and between the United States of America, acting in this matter by the Director of the National Park Service, through the Regional Director of the Northeast Region, (hereinafter referred to as the “Director”), and DNC Parks & Resorts at Shenandoah, Inc., a corporation organized and existing under the laws of the State of Virginia _____, (hereinafter referred to as the “Concessioner”):

WITNESSETH:

THAT WHEREAS, Shenandoah National Park is administered by the Director as a unit of the national park system to conserve the scenery and the natural and historic objects and the wildlife therein, and to provide for the public enjoyment of the same in such manner as will leave such Area unimpaired for the enjoyment of future generations; and

WHEREAS, to accomplish these purposes, the Director has determined that certain visitor services are necessary and appropriate for the public use and enjoyment of the Area and should be provided for the public visiting the Area; and

WHEREAS, the Director desires the Concessioner to establish and operate these visitor services at reasonable rates under the supervision and regulation of the Director; and

WHEREAS, the Director desires the Concessioner to conduct these visitor services in a manner that demonstrates sound environmental management, stewardship, and leadership;

NOW, THEREFORE, pursuant to the authority contained in the Acts of August 25, 1916 (16 U.S.C. 1, 2-4), and November 13, 1998 (Pub. L. 105-391), and other laws that supplement and amend the Acts, the Director and the Concessioner agree as follows:

SEC. 1. TERM OF CONTRACT

This Concession Contract No. CC-SHEN001-13 (“Contract”) shall be effective as of January 1, 2013, and shall be for the term of ten (10) years until its expiration on December 31, 2022 if the Concessioner satisfactorily completes the Concession Facilities Improvement Program described in Section 9(d) of this Contract. If the Concessioner fails to complete this program to the satisfaction of the Director within the time specified, then this Contract shall be for the term of five years until its expiration on December 31, 2017. The Director may extend this shortened term (but not beyond the original date of expiration of this Contract) in circumstances where the Director determines that the delay resulted from events beyond the control of the Concessioner.

SEC. 2. DEFINITIONS

The following terms used in this Contract will have the following meanings, which apply to both the singular and the plural forms of the defined terms:

(a) “Applicable Laws” means the laws of Congress governing the Area, including, but not limited to, the rules, regulations, requirements and policies promulgated under those laws (e.g., 36 CFR Part 51), whether now in force, or amended, enacted or promulgated in the future, including, without limitation, federal, state and local laws, rules, regulations, requirements and policies governing nondiscrimination, protection of the environment and protection of public health and safety.

(b) “Area” means the property within the boundaries of Shenandoah National Park .

(c) “Best Management Practices” or “BMPs” are policies and practices that apply the most current and advanced means and technologies available to the Concessioner to undertake and maintain a superior level of environmental performance reasonable in light of the circumstances of the operations conducted under this Contract. BMPs are

expected to change from time to time as technology evolves with a goal of sustainability of the Concessioner's operations. Sustainability of operations refers to operations that have a restorative or net positive impact on the environment.

(d) "Capital Improvement" shall have the meaning set forth in Exhibit A to this Contract.

(e) "Concession Facilities" shall mean all Area lands assigned to the Concessioner under this Contract and all real property improvements assigned to or constructed by the Concessioner under this Contract. The United States retains title and ownership to all Concession Facilities.

(f) "Days" shall mean calendar days.

(g) "Director" means the Director of the National Park Service, acting on behalf of the Secretary of the Interior and the United States, and his duly authorized representatives.

(h) "Exhibit" or "Exhibits" shall mean the various exhibits, which are attached to this Contract, each of which is hereby made a part of this Contract.

(i) "Gross receipts" means the total amount received or realized by, or accruing to, the Concessioner from all sales for cash or credit, of services, accommodations, materials, and other merchandise made pursuant to the rights granted by this Contract, including gross receipts of subconcessioners as herein defined, commissions earned on contracts or agreements with other persons or companies operating in the Area, and gross receipts earned from electronic media sales, but excluding:

- (1) Intracompany earnings on account of charges to other departments of the operation (such as laundry);
- (2) Charges for employees' meals, lodgings, and transportation;
- (3) Cash discounts on purchases;
- (4) Cash discounts on sales;
- (5) Returned sales and allowances;
- (6) Interest on money loaned or in bank accounts
- (7) Income from investments;
- (8) Income from subsidiary companies outside of the Area;
- (9) Sale of property other than that purchased in the regular course of business for the purpose of resale;
- (10) Sales and excise taxes that are added as separate charges to sales prices, gasoline taxes, fishing license fees, and postage stamps, provided that the amount excluded shall not exceed the amount actually due or paid government agencies; and
- (11) Receipts from the sale of handicrafts that have been approved for sale by the Director as constituting authentic American Indian, Alaskan Native, Native Samoan, or Native Hawaiian handicrafts.

All monies paid into coin operated devices, except telephones, whether provided by the Concessioner or by others, shall be included in gross receipts. However, only revenues actually received by the Concessioner from coin-operated telephones shall be included in gross receipts. All revenues received from charges for in-room telephone or computer access shall be included in gross receipts.

(j) "Gross receipts of subconcessioners" means the total amount received or realized by, or accruing to, subconcessioners from all sources, as a result of the exercise of the rights conferred by a subconcession contract. A subconcessioner will report all of its gross receipts to the Concessioner without allowances, exclusions, or deductions of any kind or nature.

(k) "Leasehold Surrender Interest" shall have the meaning set forth in Exhibit A to this Contract.

(l) "Leasehold Surrender Interest Value" or the "value" of a Leasehold Surrender Interest shall have the meaning set forth in Exhibit A to this Contract.

(m) "Major Rehabilitation" shall have the meaning set forth in Exhibit A to this Contract.

(n) "Possessory Interest" shall have the meaning set forth in Exhibit A to this Contract.

- (o) "Real Property Improvements" shall have the meaning set forth in Exhibit A to this Contract.
- (p) "Subconcessioner" means a third party that, with the approval of the Director, has been granted by a concessioner rights to operate under a concession contract (or any portion thereof), whether in consideration of a percentage of revenues or otherwise.
- (q) "Superintendent" means the manager of the Area.
- (r) "Visitor services" means the accommodations, facilities and services that the Concessioner is required and/or authorized to provide by section 3(a) of this Contract.

SEC. 3. SERVICES AND OPERATIONS

(a) Required and Authorized Visitor Services

During the term of this Contract, the Director requires and authorizes the Concessioner to provide the following visitor services for the public within the Area:

(1) Required Visitor Services. The Concessioner is required to provide the following visitor services during the term of this Contract:

Service	Location
Lodging	Skyland, Big Meadows, Lewis Mountain
Food and Beverage	Elkwallow , Skyland, Big Meadows, Loft Mountain
Retail	Elkwallow, Skyland, Big Meadows, Lewis Mountain, Loft Mountain
Automotive Services	Big Meadows
Vending	Big Meadows, Skyland, Lewis Mountain, Loft Mountain, Elkwallow
Horseback Riding	Skyland
Shower-Laundry	Big Meadows Campground, Loft Mountain Campstore, Lewis Mountain Campstore

(2) Authorized Visitor Services. The Concessioner is authorized to provide the following visitor services during the term of this Contract:

Service	Location
Guided Interpretive Activities (hiking, climbing, star gazing and similar activities subject to NPS review and approval)	Subject to approval
Catering of Special Events Outside of the Concession Facilities but inside Area boundaries (subject to NPS review and approval)	Subject to approval
Taxi and Shuttle Services (subject to NPS review and approval)	Subject to approval
Other Horseback Riding Services such as Wagon Rides (subject to NPS review and approval)	Subject to approval

(b) Operation and Quality of Operation

(1) The Concessioner shall provide, operate, and maintain the required and authorized visitor services and any related support facilities and services in accordance with this Contract to such an extent and in a manner considered satisfactory by the Director. Except for any such items that may be provided to the Concessioner by the Director, the Concessioner shall provide the plant, personnel, equipment, goods, and commodities necessary for providing, operating and maintaining the required and authorized visitor services in accordance with this Contract. The Concessioner's authority to provide visitor services under the terms of this Contract is non-exclusive.

(2) The Concessioner shall provide housing and on-site food services for its employees.

(c) Operating Plan

The Director, acting through the Superintendent, shall establish and revise, as necessary, specific requirements for the operations of the Concessioner under this Contract in the form of an Operating Plan (including, without limitation, a risk management program, that must be adhered to by the Concessioner). The initial Operating Plan is attached to this Contract as Exhibit B. The Director in his discretion, after consultation with the Concessioner, may make reasonable modifications to the initial Operating Plan that are in furtherance of the purposes of this Contract and are not inconsistent with the terms and conditions of the main body of this Contract.

(d) Merchandise and Services

(1) The Director reserves the right to determine and control the nature, type and quality of the visitor services described in this Contract, including, but not limited to, the nature, type, and quality of merchandise, if any, to be sold or provided by the Concessioner within the Area.

(2) All promotional material, regardless of media format (i.e. printed, electronic, broadcast media), provided to the public by the Concessioner in connection with the services provided under this Contract must be approved in writing by the Director prior to use. All such material will identify the Concessioner as an authorized Concessioner of the National Park Service, Department of the Interior.

(3) The Concessioner, where applicable, will develop and implement a plan satisfactory to the Director that will assure that gift merchandise, if any, to be sold or provided reflects the purpose and significance of the Area, including, but not limited to, merchandise that reflects the conservation of the Area's resources or the Area's geology, wildlife, plant life, archeology, local Native American culture, local ethnic culture, and historic significance.

(e) Rates

All rates and charges to the public by the Concessioner for visitor services shall be reasonable and appropriate for the type and quality of facilities and/or services required and/or authorized under this Contract. The Concessioner's rates and charges to the public must be approved by the Director in accordance with Applicable Laws and guidelines promulgated by the Director from time to time.

(f) Impartiality as to Rates and Services

(1) Subject to Section (f)(2) and (f)(3), in providing visitor services, the Concessioner must require its employees to observe a strict impartiality as to rates and services in all circumstances. The Concessioner shall comply with all Applicable Laws relating to nondiscrimination in providing visitor services to the public including, without limitation, those set forth in Exhibit C.

(2) The Concessioner may grant complimentary or reduced rates under such circumstances as are customary in businesses of the character conducted under this Contract. However, the Director reserves the right to review and modify the Concessioner's complimentary or reduced rate policies and practices as part of its rate approval process.

(3) The Concessioner will provide Federal employees conducting official business reduced rates for lodging, essential transportation and other specified services necessary for conducting official business in accordance with guidelines established by the Director. Complimentary or reduced rates and charges shall otherwise not be provided to Federal employees by the Concessioner except to the extent that they are equally available to the general public.

SEC. 4. CONCESSIONER PERSONNEL

(a) Employees

(1) The Concessioner shall provide all personnel necessary to provide the visitor services required and authorized by this Contract.

(2) The Concessioner shall comply with all Applicable Laws relating to employment and employment conditions, including, without limitation, those set forth in Exhibit C.

(3) The Concessioner shall ensure that its employees are hospitable and exercise courtesy and consideration in their relations with the public. The Concessioner shall have its employees who come in direct contact with the public, so far as practicable, wear a uniform or badge by which they may be identified as the employees of the Concessioner.

(4) The Concessioner shall establish pre-employment screening, hiring, training, employment, termination and other policies and procedures for the purpose of providing visitor services through its employees in an efficient and effective manner and for the purpose of maintaining a healthful, law abiding, and safe working environment for its employees. The Concessioner shall conduct appropriate background reviews of applicants to whom an offer for employment may be extended to assure that they conform to the hiring policies established by the Concessioner.

(5) The Concessioner shall ensure that its employees are provided the training needed to provide quality visitor services and to maintain up-to-date job skills.

(6) The Concessioner shall review the conduct of any of its employees whose action or activities are considered by the Concessioner or the Director to be inconsistent with the proper administration of the Area and enjoyment and protection of visitors and shall take such actions as are necessary to correct the situation.

(7) The Concessioner shall maintain, to the greatest extent possible, a drug free environment, both in the workplace and in any Concessioner employee housing, within the Area.

(8) The Concessioner shall publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and in the Area, and specifying the actions that will be taken against employees for violating this prohibition. In addition, the Concessioner shall establish a drug-free awareness program to inform employees about the danger of drug abuse in the workplace and the Area, the availability of drug counseling, rehabilitation and employee assistance programs, and the Concessioner's policy of maintaining a drug-free environment both in the workplace and in the Area.

(9) The Concessioner shall take appropriate personnel action, up to and including termination or requiring satisfactory participation in a drug abuse or rehabilitation program which is approved by a Federal, State, or local health, law enforcement or other appropriate agency, for any employee that is found to be in violation of the prohibition on the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance.

(b) Employee Housing and Recreation

(1) If the Concessioner is required to provide employee housing under this Contract, the Concessioner's charges to its employees for this housing must be reasonable.

(2) If the visitor services required and/or authorized under this Contract are located in a remote or isolated area, the Concessioner shall provide appropriate employee recreational activities.

SEC. 5. LEGAL, REGULATORY, AND POLICY COMPLIANCE**(a) Legal, Regulatory and Policy Compliance**

This Contract, operations thereunder by the Concessioner and the administration of it by the Director, shall be subject to all Applicable Laws. The Concessioner must comply with all Applicable Laws in fulfilling its obligations under this Contract at the Concessioner's sole cost and expense. Certain Applicable Laws governing protection of the environment are further described in this Contract. Certain Applicable Laws relating to nondiscrimination in employment and providing accessible facilities and services to the public are further described in this Contract.

(b) Notice

The Concessioner shall give the Director immediate written notice of any violation of Applicable Laws by the Concessioner, including its employees, agents or contractors, and, at its sole cost and expense, must promptly rectify any such violation.

(c) How and Where to Send Notice

All notices required by this Contract shall be in writing and shall be served on the parties at the following addresses. The mailing of a notice by registered or certified mail, return receipt requested, shall be sufficient service. Notices sent to the Director shall be sent to the following address:

Superintendent
Shenandoah National Park
3655 US Hwy 211 East
Luray, VA 22835

Notices sent to the Concessioner shall be sent to the following address:

DNC Parks & Resorts at Shenandoah, Inc.
40 Fountain Plaza
Buffalo, NY 14202
Attention: President

SEC. 6. ENVIRONMENTAL AND CULTURAL PROTECTION**(a) Environmental Management Objectives**

The Concessioner shall meet the following environmental management objectives (hereinafter Environmental Management Objectives) in the conduct of its operations under this Contract:

(1)The Concessioner, including its employees, agents and contractors, shall comply with all Applicable Laws pertaining to the protection of human health and the environment.

(2)The Concessioner shall incorporate Best Management Practices (BMPs) in its operation, construction, maintenance, acquisition, provision of visitor services, and other activities under this Contract.

(b) Environmental Management Program

(1) The Concessioner shall develop, document, implement, and comply fully with, to the satisfaction of the Director, a comprehensive written Environmental Management Program (EMP) to achieve the Environmental Management Objectives. The initial EMP shall be developed and submitted to the Director for approval within sixty days of the effective date of this Contract. The Concessioner shall submit to the Director for approval a proposed updated EMP annually.

(2) The EMP shall account for all activities with potential environmental impacts conducted by the Concessioner or to which the Concessioner contributes. The scope and complexity of the EMP may vary based on the type, size and number of Concessioner activities under this Contract.

(3) The EMP shall include, without limitation, the following elements:

- (i) Policy. The EMP shall provide a clear statement of the Concessioner's commitment to the Environmental Management Objectives.
- (ii) Goals and Targets. The EMP shall identify environmental goals established by the Concessioner consistent with all Environmental Management Objectives. The EMP shall also identify specific targets (i.e., measurable results and schedules) to achieve these goals.
- (iii) Responsibilities and Accountability. The EMP shall identify environmental responsibilities for Concessioner employees and contractors. The EMP shall include the designation of an environmental program manager. The EMP shall include procedures for the Concessioner to implement the evaluation of employee and contractor performance against these environmental responsibilities.
- (iv) Documentation. The EMP shall identify plans, procedures, manuals, and other documentation maintained by the Concessioner to meet the Environmental Management Objectives.
- (v) Documentation Control and Information Management System. The EMP shall describe (and implement) document control and information management systems to maintain knowledge of Applicable Laws and BMPs. In addition, the EMP shall identify how the Concessioner will manage environmental information, including without limitation, plans, permits, certifications, reports, and correspondence.
- (vi) Reporting. The EMP shall describe (and implement) a system for reporting environmental information on a routine and emergency basis, including providing reports to the Director under this Contract.
- (vii) Communication. The EMP shall describe how the environmental policy, goals, targets, responsibilities and procedures will be communicated throughout the Concessioner's organization.
- (viii) Training. The EMP shall describe the environmental training program for the Concessioner, including identification of staff to be trained, training subjects, frequency of training and how training will be documented
- (ix) Monitoring, Measurement, and Corrective Action. The EMP shall describe how the Concessioner will comply with the EMP and how the Concessioner will self-assess its performance under the EMP, at least annually, in a manner consistent with NPS protocol regarding audit of NPS operations. The self-assessment should ensure the Concessioner's conformance with the Environmental Management Objectives and measure performance against environmental goals and targets. The EMP shall also describe procedures to be taken by the Concessioner to correct any deficiencies identified by the self-assessment.

(c) Environmental Performance Measurement

The Concessioner shall be evaluated by the Director on its environmental performance under this Contract, including, without limitation, compliance with the approved EMP, on at least an annual basis.

(d) Environmental Data, Reports, Notifications, and Approvals

(1) Inventory of Hazardous Substances and Inventory of Waste Streams. The Concessioner shall submit to the Director, at least annually, an inventory of federal Occupational Safety and Health Administration (OSHA) designated hazardous chemicals used and stored in the Area by the Concessioner. The Director may prohibit the use of any OSHA hazardous chemical by the Concessioner in operations under this Contract. The Concessioner shall obtain the Director's approval prior to using any extremely hazardous substance, as defined in the Emergency

Planning and Community Right to Know Act of 1986, in operations under this Contract. The Concessioner shall also submit to the Director, at least annually, an inventory of all waste streams generated by the Concessioner under this Contract. Such inventory shall include any documents, reports, monitoring data, manifests, and other documentation required by Applicable Laws regarding waste streams.

(2) Reports. The Concessioner shall submit to the Director copies of all documents, reports, monitoring data, manifests, and other documentation required under Applicable Laws to be submitted to regulatory agencies. The Concessioner shall also submit to the Director any environmental plans for which coordination with Area operations are necessary and appropriate, as determined by the Director in accordance with Applicable Laws.

(3) Notification of Releases. The Concessioner shall give the Director immediate written notice of any discharge, release or threatened release (as these terms are defined by Applicable Laws) within or at the vicinity of the Area, (whether solid, semi-solid, liquid or gaseous in nature) of any hazardous or toxic substance, material, or waste of any kind, including, without limitation, building materials such as asbestos, or any contaminant, pollutant, petroleum, petroleum product or petroleum by-product.

(4) Notice of Violation. The Concessioner shall give the Director in writing immediate notice of any written threatened or actual notice of violation from other regulatory agencies of any Applicable Law arising out of the activities of the Concessioner, its agents or employees.

(5) Communication with Regulatory Agencies. The Concessioner shall provide timely written advance notice to the Director of communications, including without limitation: meetings, audits, inspections, hearings and other proceedings, between regulatory agencies and the Concessioner related to compliance with Applicable Laws concerning operations under this Contract. The Concessioner shall also provide to the Director any written materials prepared or received by the Concessioner in advance of or subsequent to any such communications. The Concessioner shall allow the Director to participate in any such communications. The Concessioner shall also provide timely notice to the Director following any unplanned communications between regulatory agencies and the Concessioner.

(e) Corrective Action

(1) The Concessioner, at its sole cost and expense, shall promptly control and contain any discharge, release or threatened release, as set forth in this section, or any threatened or actual violation, as set forth in this section, arising in connection with the Concessioner's operations under this Contract, including, but not limited to, payment of any fines or penalties imposed by appropriate agencies. Following the prompt control or containment of any release, discharge or violation, the Concessioner shall take all response actions necessary to remediate the release, discharge or violation, and to protect human health and the environment.

(2) Even if not specifically required by Applicable Laws, the Concessioner shall comply with directives of the Director to clean up or remove any materials, product or by-product used, handled, stored, disposed, or transported onto or into the Area by the Concessioner to ensure that the Area remains in good condition.

(f) Indemnification and Cost Recovery for Concessioner Environmental Activities

(1) The Concessioner shall indemnify the United States in accordance with section 12 of this Contract from all losses, claims, damages, environmental injuries, expenses, response costs, allegations or judgments (including, without limitation, fines and penalties) and expenses (including, without limitation, attorneys fees and experts' fees) arising out of the activities of the Concessioner, its employees, agents and contractors pursuant to this section. Such indemnification shall survive termination or expiration of this Contract.

(2) If the Concessioner does not promptly contain and remediate an unauthorized discharge or release arising out of the activities of the Concessioner, its employees, agents and contractors, as set forth in this section, or correct any environmental self-assessment finding of non-compliance, in full compliance with Applicable Laws, the Director may, in its sole discretion and after notice to the Concessioner, take any such action consistent with Applicable Laws as the Director deems necessary to abate, mitigate, remediate, or otherwise respond to such release or discharge, or take corrective action on the environmental self-assessment finding. The Concessioner shall be liable

for and shall pay to the Director any costs of the Director associated with such action upon demand. Nothing in this section shall preclude the Concessioner from seeking to recover costs from a responsible third party.

(g) Weed and Pest Management

The Concessioner shall be responsible for managing weeds, and through an integrated pest management program, harmful insects, rats, mice and other pests on Concession Facilities assigned to the Concessioner under this Contract. All such weed and pest management activities shall be in accordance with Applicable Laws and guidelines established by the Director.

(h) Protection of Cultural and Archeological Resources

The Concessioner shall ensure that any protected sites and archeological resources within the Area are not disturbed or damaged by the Concessioner, including the Concessioner's employees, agents and contractors, except in accordance with Applicable Laws, and only with the prior approval of the Director. Discoveries of any archeological resources by the Concessioner shall be promptly reported to the Director. The Concessioner shall cease work or other disturbance which may impact any protected site or archeological resource until the Director grants approval, upon such terms and conditions as the Director deems necessary, to continue such work or other disturbance.

SEC. 7. INTERPRETATION OF AREA RESOURCES

(a) Concessioner Obligations

(1) The Concessioner shall provide all visitor services in a manner that is consistent with and supportive of the interpretive themes, goals and objectives of the Area as reflected in Area planning documents, mission statements and/or interpretive prospectuses.

(2) The Concessioner may assist in Area interpretation at the request of the Director to enhance visitor enjoyment of the Area. Any additional visitor services that may result from this assistance must be recognized in writing through written amendment of Section 3 of this Contract.

(3) The Concessioner is encouraged to develop interpretive materials or means to educate visitors about environmental programs or initiatives implemented by the Concessioner.

(b) Director review of content

The Concessioner must submit the proposed content of any interpretive programs, exhibits, displays or materials, regardless of media format (i.e. printed, electronic, or broadcast media), to the Director for review and approval prior to offering such programs, exhibits, displays or materials to Area visitors.

SEC. 8. CONCESSION FACILITIES USED IN OPERATION BY THE CONCESSIONER

(a) Assignment of Concession Facilities

(1) The Director hereby assigns the following Concession Facilities to the Concessioner for the purposes of this Contract.

i. certain parcels of Area land as described in Exhibit D upon which, among other matters, the Concessioner may be authorized to construct real property; and

ii. certain real property improvements described in Exhibit D in existence as of the effective date of this Contract, as may be modified from time to time to include additional real property improvements completed in accordance with the terms and conditions of this Contract.

(2) The Director shall from time to time amend Exhibit D to reflect changes in Concession Facilities assigned to the Concessioner, including, without limitation, amending Exhibit D to reflect the addition of real property

improvements completed in accordance with the terms and conditions of this Contract and to reflect the withdrawal of concession facilities as set forth below.

(b) Concession Facilities Withdrawals

The Director may withdraw all or portions of these Concession Facilities assignments at any time during the term of this Contract if:

- (1) The withdrawal is necessary for the purpose of conserving, preserving or protecting Area resources or visitor enjoyment or safety;
- (2) The operations utilizing the assigned Concession Facilities have been terminated or suspended by the Director; or
- (3) Land or real property improvements assigned to the Concessioner are no longer necessary for the concession operation.

(c) Effect of Withdrawal

Any permanent withdrawal of assigned Concession Facilities which the Director or the Concessioner considers to be essential for the Concessioner to provide the visitor services required by this Contract will be treated as a termination of this Contract pursuant to Section 16. The Concessioner will be compensated pursuant to Section 17 for the value of any Leasehold Surrender Interest it may have, if any, in permanently withdrawn Concession Facilities. No other compensation is due the Concessioner in these circumstances.

(d) Right of Entry

The Director shall have the right at any time to enter upon or into the Concession Facilities assigned to the Concessioner under this Contract for any purpose he may deem necessary for the administration of the Area.

(e) Personal Property

- (1) Personal Property Provided by the Concessioner. The Concessioner shall provide all personal property, including without limitation removable equipment, furniture and goods, necessary for its operations under this Contract, unless such personal property is provided by the Director as set forth in subsection (e)(2).
- (2) Personal Property Provided by the Government. The Director may provide certain items of government personal property, including without limitation removable equipment, furniture and goods, for the Concessioner's use in the performance of this Contract. The Director hereby assigns government personal property listed in Exhibit E to the Concessioner as of the effective date of this Contract. This Exhibit E will be modified from time to time by the Director as items may be withdrawn or additional items added. The Concessioner shall be accountable to the Director for the government personal property assigned to it and shall be responsible for maintaining the property as necessary to keep it in good and operable condition. If the property ceases to be serviceable, it shall be returned to the Director for disposition.
- (3) Required Personal Property Investment related to Concession Facility Improvement Program (CFIP) This section outlines personal property requirements associated with each of the Concession Facility Improvement Program (CFIP) projects, as outlined in Section 9(d) below.

Required Personal Property Investment Related to Concession Facilities Improvement Program (CFIP)

	Description	Minimum Cost
CFIP 1	Big Meadows and Skyland Conference Facilities Upgrades	\$120,000
CFIP 2	Skyland Dining Room Lobby Grab and Go Service Installation	\$50,000
CFIP 3	Big Meadows Wayside Dining Room Relocation	\$15,000
CFIP 4	<u>Conversion of 10 guest rooms for ADA compliance at Skyland and Big Meadows</u>	\$120,000
Total		\$305,000

(4) Personal Property Improvement Program (PPIP). In addition to the Concession Facilities Improvement Program and its associated personal property investments (discussed in Section 9(d) below), the Concessioner must undertake and complete a Personal Property Improvement Program costing not less than \$535,000, as adjusted to reflect par value in the year of actual construction in accordance with the appropriate indexes of the Department of Labor's CPI-U Index, as published by the Department of Labor.

(i) Personal Property Improvement Project A : Skyland and Big Meadows Hotel Room Upgrades

The Concessioner will upgrade 42 midscale rooms, with an approximate personal property investment of \$12,000 per room. Upgrades will include:

- Replacing furnishings (beds, dressers, night tables, chairs, lamps, TV (if previously so equipped), etc.)
- Replacing soft goods (curtains, sheets, towels, mattresses)
- Replacing carpeting with either new carpet or wood laminate flooring
- Replacing wall hangings
- Repainting/restaining the floors, walls and ceilings as appropriate

(ii) Personal Property Improvement Project B: Installation of Pay at the Pump at Big Meadows Wayside Gas Station

The Concessioner will install a pay at the pump system at the Big Meadows Wayside gas station. This system will accept government-issued credit cards (including vehicle fleet cards), and, at a minimum, American Express, MasterCard, Visa, and Discover credit cards, and debit cards.

Personal Property Improvement Program (PPIP)

	Description	Minimum Cost
Project A	Skyland and Big Meadows lodging room upgrades (42 rooms)	\$525,000
Project B	Big Meadows Wayside Gas Station Installation of pay at the pump	\$10,000
Total		\$535,000

(5) The Concessioner shall develop an implementation plan and begin the process of gaining NPS approval for the required PPIP projects and Personal Property associated with CFIP projects within sixty (60) days of the effective

date of this Contract in a manner that demonstrates to the satisfaction of the Director that the Concessioner is in good faith carrying out the improvements reasonably under the circumstances. During the period of construction, the Concessioner shall provide the Director with such evidence or documentation, as may be satisfactory to the Director, to demonstrate that the improvements are duly being carried forward.

(6) The Concessioner shall complete the improvements and have all facilities updated and available for public use on or before season opening day of 2015. The Director may extend this date in circumstances where the Director determines that the delay resulted from events beyond the control of the Concessioner.

(f) Condition of Concession Facilities

The Concessioner has inspected the Concession Facilities and any assigned government personal property, is thoroughly acquainted with their condition, and accepts the Concession Facilities, and any assigned government personal property, "as is."

(g) Utilities Provided by the Director

The Director may provide utilities to the Concessioner for use in connection with the operations required or authorized hereunder when available and at rates to be determined in accordance with Applicable Laws.

(h) Utilities Not Provided by the Director

If the Director does not provide utilities to the Concessioner, the Concessioner shall, with the written approval of the Director and under any requirements that the Director shall prescribe, secure necessary utilities at its own expense from sources outside the Area or shall install the utilities within the Area with the written permission of the Director, subject to the following conditions:

(1) Any water rights deemed necessary by the Concessioner for use of water on Area or other federal lands must be acquired at the Concessioner's expense in accordance with applicable State procedures and law. Upon expiration or termination of this Contract for any reason, the Concessioner must assign these water rights to the United States without compensation, and these water rights will become the property of the United States;

(2) If requested by the Director, the Concessioner must provide to the Director any utility service provided by the Concessioner under this section to such extent as will not unreasonably restrict anticipated use by the Concessioner. Unless otherwise agreed by the Concessioner and the Director in writing, the rate per unit charged the Director for such service shall be approximately the average cost per unit of providing such service; and

(3) All appliances and machinery to be used in connection with the privileges granted in this subsection, as well as the plans for location and installation of such appliances and machinery, shall first be approved by the Director.

SEC. 9. CONSTRUCTION OR INSTALLATION OF REAL PROPERTY IMPROVEMENTS

(a) Construction of Real Property Improvements

The Concessioner may construct or install upon lands assigned to the Concessioner under this Contract only those real property improvements that are determined by the Director to be necessary and appropriate for the conduct by the Concessioner of the visitor services required and/or authorized under this Contract. Construction or installation of real property improvements may occur only after the written approval by the Director of their location, plans, and specifications. The form and content of the application and the procedures for such approvals, as may be modified by the Director from time to time, are set forth in Exhibit F. All real property improvements constructed or installed by the Concessioner will immediately become the property of the United States and be considered Concession Facilities.

(b) Removal of Real Property Improvements

(1) The Concessioner may not remove, dismantle, or demolish real property improvements in the Area without the prior approval of the Director.

(2) Any salvage resulting from the authorized removal, severance or demolition of a real property improvement within the Area shall be the property of the United States.

(3) In the event that an assigned real property improvement is removed, abandoned, demolished, or substantially destroyed and no other improvement is constructed on the site, the Concessioner, at its expense, shall promptly, upon the request of the Director, restore the site as nearly as practicable to its original condition.

(c) Leasehold Surrender Interest

(1) This Contract hereby provides the Concessioner, subject to all applicable definitions, requirements and limitations of this Contract and Exhibit A, a Leasehold Surrender Interest in Capital Improvements constructed by the Concessioner under the terms of this Contract, including, but not limited to, those Capital Improvements constructed as part of the Concession Facilities Improvement Program and those Capital Improvements which result from the Major Rehabilitation of an existing real property improvement. Upon completion of a Major Rehabilitation by the Concessioner, an existing real property improvement assigned to the Concessioner in which the Concessioner had no Leasehold Surrender Interest prior to the Major Rehabilitation shall be considered as a Capital Improvement for all purposes of this Contract.

(2) This Contract may provide the Concessioner a Leasehold Surrender Interest in real property improvements resulting from possessory interest obtained under the terms of a possessory interest concession contract. Exhibit G describes the real property improvements, if any, in which the Concessioner has such a Leasehold Surrender Interest and states the value of this Leasehold Surrender Interest as of the effective date of this Contract.

(3) The Concessioner shall not obtain Leasehold Surrender Interest under this Contract except as may be provided in Exhibit A and Exhibit F. Among other matters, no Leasehold Surrender Interest shall be obtained as a result of expenditures from the Repair and Maintenance Reserve described in this Contract, and this Contract does not provide a Leasehold Surrender Interest as a result of expenditures for repair and maintenance of Concession Facilities of any nature.

(d) Concession Facilities Improvement Program

(1) The Concessioner shall undertake and complete an improvement program (hereinafter "Concession Facilities Improvement Program" or "CFIP"), the real property improvement portion of which is estimated to cost not less than \$250,000 and not more than \$310,000 as adjusted to reflect par value in the year of actual construction in accordance with the appropriate indexes of the Department of Labor's CPI-U Index, as published by the Department of Labor. The Concessioner is required to invest a minimum of \$305,000 in personal property associated with CFIP projects one through four. The cost estimate totals for these projects are conceptual estimates and are not warranted by the Service. The Offeror is responsible for conducting appropriate due diligence to develop its own estimates.

(2) The Concession Facilities Improvement Program shall include:

CFIP 1: Big Meadows Lodge and Skyland Conference Facilities' Upgrades

The Concessioner will make improvements to the conference rooms that would help market them for professional business meetings and special events. Improvements to the real property will include upgrading the electrical systems, providing internet access (wireless and hard wired), upgrading phone wiring to allow for conference calling and upgrading plumbing to the kitchen facility at Skyland. The Concessioner shall expend not more than \$20,000 in real property improvements to accomplish this project, and hereby waives and relinquishes any claim for Leasehold Surrender Interest associated with this project in excess of \$20,000. In addition, associated personal property investment requirements include purchasing appropriate chairs and tables for conference use, installing additional secondary lighting, installing an LCD projector, installing a ceiling mounted screen, installing new catering kitchen equipment at the Skyland facility, improving décor and performing related tasks associated with

upgrading the two (2) subject conference facilities.

CFIP 2: Skyland Dining Room Lobby Grab and Go Service Installation

The Concessioner will install plumbing and upgrade electrical connections to support the installation of grab and go food service in the lobby of the Skyland restaurant. The Concessioner shall expend not more than \$15,000 in real property improvements to accomplish this project, and hereby waives and relinquishes any claim for Leasehold Surrender Interest associated with this project in excess of \$15,000. In addition, associated personal property requirements include installing display and refrigerator cases and a high end beverage service similar to high end coffee services in the private sector, including microwave oven and espresso machine.

CFIP 3: Big Meadows Wayside Dining Room Relocation

The Concessioner will reconfigure the Big Meadows Wayside to relocate the dining room to the Skyline Drive (east side of the building and the campstore to the parking lot side of the building (in effect, reversing the two functions). Windows will be installed on the Skyline Drive side of the building to provide views of the meadows (rather than the parking lot). Interior finishes for the new dining room will need to be repaired or updated (new flooring, replacing wall finishes, relocating the secondary cash register between the current dining room and the new dining room to provide direct access for servers, and installing interior walls to define the carryout portion of the operation). The Concessioner will install necessary electrical upgrades to support the relocation of the refrigeration units. The Concessioner shall expend not more than \$145,000 in real property improvements to accomplish this project, and hereby waives and relinquishes any claim for Leasehold Surrender Interest associated with this project in excess of \$145,000.

The real property improvements include but are not limited to:

- Demolition (flooring, suspended acoustic ceiling/lighting, exterior windows and wall infill)
- Exterior Wall Repair, windows (approximately 450SF)
- Interior Carpentry
- Repairs to finishes, minor
- Painting/finishing interior and exterior, partial building
- Interior flooring (approximately 1,600SF)
- Interior ceiling and lighting (approximately 1,600SF, must replace suspended acoustic ceiling)
- Electrical upgrade
- New lunch counter
- Furnishing

In addition, associated personal property requirements include upgrading dining room furnishings (new tables and chairs) and improving the décor. Campstore shelving and refrigerator cases will be moved to the current dining room and integrated with the adjacent gift shop.

CFIP 4: Conversion of 10 guest rooms for ADA compliance at Skyland and Big Meadows

The Concessioner will convert 8 guest rooms at Skyland and 2 at Big Meadows to comply with ADA regulations. The Concessioner shall expend not more than \$130,000 in real property improvements to accomplish this project, and hereby waives and relinquishes any claim for Leasehold Surrender Interest associated with this project in excess of \$130,000. These conversions include but are not limited to:

- Retrofitting bathrooms including roll-in showers
- Retrofitting doorways

(3) The Concessioner shall commence construction under the Concession Facilities Improvement Program on or before April 15, 2013 in a manner that demonstrates to the satisfaction of the Director that the Concessioner is in good faith carrying the Concession Facilities Improvement Program forward reasonably under the circumstances. No construction may begin until the Concessioner receives written approval from the Director of plans and specifications in accordance with Exhibit F. During the period of construction, the Concessioner shall provide the Director with such evidence or documentation, as may be satisfactory to the Director, to demonstrate that the Concession Facilities Improvement Program duly is being carried forward.

(4) The Concessioner shall complete and have the real property improvements available for public use on or before the opening day of the 2015 season. The Director may extend this date in circumstances where the Director determines that the delay resulted from events beyond the control of the Concessioner.

SEC. 10. MAINTENANCE

(a) Maintenance Obligation

The Concessioner shall be solely responsible for maintenance, repairs, housekeeping, and groundskeeping for all Concession Facilities to the satisfaction of the Director.

(b) Maintenance Plan

For these purposes, the Director, acting through the Superintendent, shall undertake appropriate inspections, and shall establish and revise, as necessary, a Maintenance Plan consisting of specific maintenance requirements which shall be adhered to by the Concessioner. The initial Maintenance Plan is set forth in Exhibit H. The Director in his discretion may make reasonable modifications to the Maintenance Plan from time to time after consultation with the Concessioner. Such modifications shall be in furtherance of the purposes of this Contract and shall not be inconsistent with the terms and conditions of the main body of this Contract.

(c) Repair and Maintenance Reserve

(1) The Concessioner shall establish and manage a Repair and Maintenance Reserve. The funds in this Reserve shall be used to carry out, on a project basis in accordance with Exhibits F and H, repair and maintenance of Concession Facilities that are non-recurring within a seven-year time frame. Such projects may include repair or replacement of foundations, building frames, window frames, sheathing, subfloors, drainage, rehabilitation of building systems such as electrical, plumbing, built-in heating and air conditioning, roof replacement and similar projects. Projects will be carried out by the Concessioner as the Director shall direct in writing in advance of any expenditure being made and in accordance with project proposals approved by the Director. No projects may be commenced until the Concessioner receives written approval from the Director.

(2) Projects paid for with funds from the Repair and Maintenance Reserve will not include routine, operational maintenance of facilities or housekeeping and groundskeeping activities. Nothing in this section shall lessen the responsibility of the Concessioner to carry out the maintenance and repair of Concession Facilities or housekeeping and groundskeeping responsibilities as required by this Contract from Concessioner funds exclusive of the funds contained in the Repair and Maintenance Reserve.

(3) The Concessioner shall establish within its accounting system a Repair and Maintenance Reserve. The Concessioner shall debit to this Reserve, within fifteen (15) days after the last day of each month that the Concessioner operates a sum equal to: six and six-tenths percent (6.6%) of the Concessioner's gross receipts for the previous month. If the Concessioner fails to make timely debits to the Repair and Maintenance Reserve, the Director may terminate this Contract for default or may require the Concessioner to post a bond in an amount equal to the estimated annual Repair and Maintenance Reserve allocation, based on the preceding year's gross receipts.

(4) The balance in the Repair and Maintenance Reserve shall be available for projects in accordance with the Reserve's purpose. For all expenditures made for each project from the Repair and Maintenance Reserve, the Concessioner shall maintain auditable records including invoices, billings, canceled checks, and other documentation satisfactory to the Director. Failure to expend Repair and Maintenance Reserve Funds when directed by the Director shall be considered as a material breach of this Contract for which the Director may seek monetary damages and other legal relief, including, without limitation, termination of this Contract.

(5) Repair and Maintenance Reserve funds shall not be used to construct "Capital Improvements" as that term is defined in 36 CFR Part 51, i.e., the construction of a "structure", a "major rehabilitation", or the installation or

replacement of “fixtures” and “non-removable equipment” (as these terms are defined in 36 CFR Part 51). The Concessioner shall obtain no ownership, Leasehold Surrender Interest, or other compensable interest as a consequence of the expenditure of Repair and Maintenance Reserve funds.

(6) Any balance in the Repair and Maintenance Reserve not duly expended by the Concessioner as of the termination or expiration of this Contract shall be remitted by the Concessioner to the Director as an additional franchise fee within fifteen (15) days after such termination or expiration. Interest on delayed payment shall be due in accordance with section 11(c) of this Contract. If any Repair and Maintenance Reserve funds have been obligated by the Concessioner but not expended as of the termination or expiration of this Contract, the Director and the Concessioner may enter into an agreement under which the Concessioner will expend such funds for their obligated purposes in lieu of a remittance of the unexpended funds to the Director as an additional franchise fee.

SEC. 11. FEES

(a) Franchise Fee

(1) For the term of this Contract, the Concessioner shall pay to the Director for the privileges granted under this Contract a franchise fee equal to two and one-tenth percent (2.1%) of the Concessioner's gross receipts for the preceding year or portion of a year.

(2) Neither the Concessioner nor the Director shall have a right to an adjustment of the fees except as provided below. The Concessioner has no right to waiver of the fee under any circumstances.

(b) Payments Due

(1) The franchise fee shall be due on a monthly basis at the end of each month and shall be paid by the Concessioner in such a manner that the Director shall receive payment within fifteen (15) days after the last day of each month that the Concessioner operates. This monthly payment shall include the franchise fee equal to the specified percentage of gross receipts for the preceding month.

(2) The Concessioner shall pay any additional fee amounts due at the end of the operating year as a result of adjustments at the time of submission of the Concessioner's Annual Financial Report. Overpayments shall be offset against the following year's fees. In the event of termination or expiration of this Contract, overpayments will first be offset against any amounts due and owing the Government and the remainder will be paid to the Concessioner.

(3) All franchise fee payments shall be deposited electronically by the Concessioner in accordance with Applicable Laws.

(c) Interest

An interest charge will be assessed on overdue amounts for each thirty (30) day period, or portion thereof, that payment is delayed beyond the fifteen (15) day period provided for above. The percent of interest charged will be based on the current value of funds to the United States Treasury as published quarterly in the Treasury Fiscal Requirements Manual. The Director may also impose penalties for late payment to the extent authorized by Applicable Law.

(d) Adjustment of Franchise Fee

(1) The Concessioner or the Director may request, in the event that either considers that extraordinary, unanticipated changes have occurred after the effective date of this Contract, a reconsideration and possible subsequent adjustment of the franchise fee established in this section. For the purposes of this section, the phrase “extraordinary, unanticipated changes” shall mean extraordinary, unanticipated changes from the conditions existing or reasonably anticipated before the effective date of this Contract which have or will significantly affect the probable value of the privileges granted to the Concessioner by this Contract. For the purposes of this section, the phrase “probable

value” means a reasonable opportunity for net profit in relation to capital invested and the obligations of this Contract.

(2) The Concessioner or the Director must make a request for consideration by mailing, within sixty (60) days from the date that the party becomes aware, or should have become aware, of the possible extraordinary, unanticipated changes, a written notice to the other party that includes a description of the possible extraordinary, unanticipated changes and why the party believes they have affected or will significantly affect the probable value of the privileges granted by this Contract.

(3) If the Concessioner and the Director agree that extraordinary, unanticipated changes have occurred, the Concessioner and the Director will undertake good faith negotiations as to an appropriate adjustment of the franchise fee.

(4) The negotiation will last for a period of sixty (60) days from the date the Concessioner and the Director agree that extraordinary, unanticipated changes occurred. If the negotiation results in agreement as to an adjustment (up or down) of the franchise fee within this period, the franchise fee will be adjusted accordingly, prospectively as of the date of agreement.

(5) If the negotiation does not result in agreement as to the adjustment of the franchise fee within this sixty (60) day period, then either the Concessioner or the Director may request binding arbitration to determine the adjustment to franchise fee in accordance with this section. Such a request for arbitration must be made by mailing written notice to the other party within fifteen (15) days of the expiration of the sixty (60) day period.

(6) Within thirty (30) days of receipt of such a written notice, the Concessioner and the Director shall each select an arbiter. These two arbiters, within thirty (30) days of selection, must agree to the selection of a third arbiter to complete the arbitration panel. Unless otherwise agreed by the parties, the arbitration panel shall establish the procedures of the arbitration. Such procedures must provide each party a fair and equal opportunity to present its position on the matter to the arbitration panel.

(7) The arbitration panel shall consider the written submissions and any oral presentations made by the Concessioner and the Director and provide its decision on an adjusted franchise fee (up, down or unchanged) that is consistent with the probable value of the privileges granted by this Contract within sixty (60) days of the presentations.

(8) Any adjustment to the franchise fee resulting from this Section shall be prospective only.

(9) Any adjustment to the franchise fee will be embodied in an amendment to this Contract.

(10) During the pendency of the process described in this section, the Concessioner shall continue to make the established franchise fee payments required by this Contract.

SEC. 12. INDEMNIFICATION AND INSURANCE

(a) Indemnification

The Concessioner agrees to assume liability for and does hereby agree to save, hold harmless, protect, defend and indemnify the United States of America, its agents and employees from and against any and all liabilities, obligations, losses, damages or judgments (including without limitation penalties and fines), claims, actions, suits, costs and expenses (including without limitation attorneys fees and experts' fees) of any kind and nature whatsoever on account of fire or other peril, bodily injury, death or property damage, or claims for bodily injury, death or property damage of any nature whatsoever, and by whomsoever made, in any way connected with or arising out of the activities of the Concessioner, its employees, agents or contractors under this Contract. This indemnification shall survive the termination or expiration of this Contract.

(b) Insurance in General

(1) The Concessioner shall obtain and maintain during the entire term of this Contract at its sole cost and expense, the types and amounts of insurance coverage necessary to fulfill the obligations of this Contract as determined by the Director. The initial insurance requirements are set forth below and in Exhibit I. Any changed or additional requirements that the Director determines necessary must be reasonable and consistent with the types and coverage amounts of insurance a prudent businessperson would purchase in similar circumstances. The Director shall approve the types and amounts of insurance coverage purchased by the Concessioner.

(2) The Director will not be responsible for any omissions or inadequacies of insurance coverages and amounts in the event the insurance purchased by the Concessioner proves to be inadequate or otherwise insufficient for any reason whatsoever.

(3) At the request of the Director, the Concessioner shall at the time insurance is first purchased and annually thereafter, provide the Director with a Certificate of Insurance that accurately details the conditions of the policy as evidence of compliance with this section. The Concessioner shall provide the Director immediate written notice of any material change in the Concessioner's insurance program hereunder, including without limitation, cancellation of any required insurance coverages.

(c) Commercial Public Liability

(1) The Concessioner shall provide commercial general liability insurance against claims arising out of or resulting from the acts or omissions of the Concessioner or its employees, agents or contractors, in carrying out the activities and operations required and/or authorized under this Contract.

(2) This insurance shall be in the amount commensurate with the degree of risk and the scope and size of the activities required and/or authorized under this Contract, as more specifically set forth in Exhibit I. Furthermore, the commercial general liability package shall provide no less than the coverages and limits described in Exhibit I.

(3) All liability policies shall specify that the insurance company shall have no right of subrogation against the United States of America and shall provide that the United States of America is named an additional insured.

(4) From time to time, as conditions in the insurance industry warrant, the Director may modify Exhibit I to revise the minimum required limits or to require additional types of insurance, provided that any additional requirements must be reasonable and consistent with the types of insurance a prudent businessperson would purchase in similar circumstances.

(d) Property Insurance

(1) In the event of damage or destruction, the Concessioner will repair or replace those Concession Facilities and personal property utilized by the Concessioner in the performance of the Concessioner's obligations under this Contract.

(2) For this purpose, the Concessioner shall provide fire and extended insurance coverage on Concession Facilities for all or part of their replacement cost as specified in Exhibit I in amounts no less than the Director may require during the term of the Contract. The minimum values currently in effect are set forth in Exhibit I.

(3) Commercial property insurance shall provide for the Concessioner and the United States of America to be named insured as their interests may appear.

(4) In the event of loss, the Concessioner shall use all proceeds of such insurance to repair, rebuild, restore or replace Concession Facilities and/or personal property utilized in the Concessioner's operations under this Contract, as directed by the Director. Policies may not contain provisions limiting insurance proceeds to in situ replacement. The lien provision of Section 13 shall apply to such insurance proceeds. The Concessioner shall not be relieved of

its obligations under subsection (d)(1) because insurance proceeds are not sufficient to repair or replace damaged or destroyed property.

(5) Insurance policies that cover Concession Facilities shall contain a loss payable clause approved by the Director which requires insurance proceeds to be paid directly to the Concessioner without requiring endorsement by the United States, unless the damage exceeds \$1,000,000. The use of insurance proceeds for repair or replacement of Concession Facilities will not alter their character as properties of the United States and, notwithstanding any provision of this Contract to the contrary, the Concessioner shall gain no ownership, Leasehold Surrender Interest or other compensable interest as a result of the use of these insurance proceeds.

(6) The commercial property package shall include the coverages and amounts described in Exhibit I

SEC. 13. BONDS AND LIENS

(a) Bonds

The Director may require the Concessioner to furnish appropriate forms of bonds in amounts reasonable in the circumstances and acceptable to the Director, in order to ensure faithful performance of the Concessioner's obligations under this Contract.

(b) Lien

As additional security for the faithful performance by the Concessioner of its obligations under this Contract, and the payment to the Government of all damages or claims that may result from the Concessioner's failure to observe any such obligations, the Government shall have at all times the first lien on all assets of the Concessioner within the Area, including, but not limited to, all personal property of the Concessioner used in performance of the Contract hereunder within the Area and any Leasehold Surrender Interest of the Concessioner.

SEC. 14. ACCOUNTING RECORDS AND REPORTS

(a) Accounting System

(1) The Concessioner shall maintain an accounting system under which its accounts can be readily identified with its system of accounts classification. Such accounting system shall be capable of providing the information required by this Contract, including but not limited to the Concessioner's repair and maintenance obligations. The Concessioner's system of accounts classification shall be directly related to the Concessioner Annual Financial Report Form issued by the Director.

(2) If the Concessioner's annual gross receipts are \$250,000 or more, the Concessioner must use the accrual accounting method.

(3) In computing net profits for any purposes of this Contract, the Concessioner shall keep its accounts in such manner that there can be no diversion or concealment of profits or expenses in the operations authorized under this Contract by means of arrangements for the procurement of equipment, merchandise, supplies or services from sources controlled by or under common ownership with the Concessioner or by any other device.

(b) Annual Financial Report

(1) The Concessioner shall submit annually as soon as possible but not later than one hundred twenty (120) days after the last day of its fiscal year a financial statement for the preceding fiscal year or portion of a year as prescribed by the Director ("Concessioner Annual Financial Report").

(2) If the annual gross receipts of the Concessioner are in excess of \$1,000,000, the financial statements shall be audited by an independent Certified Public Accountant in accordance with Generally Accepted Auditing Standards (GAAS) and procedures promulgated by the American Institute of Certified Public Accountants.

- (3) If annual gross receipts are between \$500,000, and \$1,000,000, the financial statements shall be reviewed by an independent Certified Public Accountant in accordance with Generally Accepted Auditing Standards (GAAS) and procedures promulgated by the American Institute of Certified Public Accountants.
- (4) If annual gross receipts are less than \$500,000, the financial statements may be prepared without involvement by an independent Certified Public Accountant, unless otherwise directed by the Director.

(c) Other Financial Reports

- (1) **Balance Sheet.** Within ninety (90) days of the execution of this Contract or its effective date, whichever is later, the Concessioner shall submit to the Director a balance sheet as of the beginning date of the term of this Contract. The balance sheet shall be audited or reviewed, as determined by the annual gross receipts, by an independent Certified Public Accountant. The balance sheet shall be accompanied by a schedule that identifies and provides details for all capital improvements in which the Concessioner claims a Leasehold Surrender Interest. The schedule must describe these capital improvements in detail showing for each such capital improvement the date acquired, constructed or installed.
- (2) **Statements of Reserve Activity.** The Concessioner shall submit annually, not later than one hundred twenty (120) days after the end of the Concessioner's accounting year, a statement reflecting total activity in the Repair and Maintenance Reserve for the preceding accounting year. The statement must reflect monthly inflows and outflows on a project by project basis.

SEC. 15. OTHER REPORTING REQUIREMENTS

The following describes certain other reports required under this Contract:

(a) Insurance Certification

As specified in Section 12, the Concessioner shall, at the request of the Director, provide the Director with a Certificate of Insurance for all insurance coverages related to its operations under this Contract. The Concessioner shall give the Director immediate written notice of any material change in its insurance program, including without limitation, any cancellation of required insurance coverages.

(b) Environmental Reporting

The Concessioner shall submit environmental reports as specified in Section 6 of this Contract, and as otherwise required by the Director under the terms of this Contract.

(c) Miscellaneous Reports and Data

The Director from time to time may require the Concessioner to submit other reports and data regarding its performance under the Contract or otherwise, including, but not limited to, operational information.

SEC. 16. SUSPENSION, TERMINATION, OR EXPIRATION

(a) Suspension

The Director may temporarily suspend operations under this Contract in whole or in part in order to protect Area visitors or to protect, conserve and preserve Area resources. No compensation of any nature shall be due the Concessioner by the Director in the event of a suspension of operations, including, but not limited to, compensation for losses based on lost income, profit, or the necessity to make expenditures as a result of the suspension.

(b) Termination

(1) The Director may terminate this Contract at any time in order to protect Area visitors, protect, conserve, and preserve Area resources, or to limit visitor services in the Area to those that continue to be necessary and appropriate.

(2) The Director may terminate this Contract if the Director determines that the Concessioner has materially breached any requirement of this Contract, including, but not limited to, the requirement to maintain and operate visitor services to the satisfaction of the Director, the requirement to provide only those visitor services required or authorized by the Director pursuant to this Contract, the requirement to pay the established franchise fee, the requirement to prepare and comply with an Environmental Management Program, the requirement to duly expend funds from the repair and maintenance reserve and the requirement to comply with Applicable Laws.

(3) In the event of a breach of the Contract, the Director will provide the Concessioner an opportunity to cure by providing written notice to the Concessioner of the breach. In the event of a monetary breach, the Director will give the Concessioner a fifteen (15) day period to cure the breach. If the breach is not cured within that period, then the Director may terminate the Contract for default. In the event of a nonmonetary breach, if the Director considers that the nature of the breach so permits, the Director will give the Concessioner thirty (30) days to cure the breach, or to provide a plan, to the satisfaction of the Director, to cure the breach over a specified period of time. If the breach is not cured within this specified period of time, the Director may terminate the Contract for default. Notwithstanding this provision, repeated breaches (two or more) of the same nature shall be grounds for termination for default without a cure period. In the event of a breach of any nature, the Director may suspend the Concessioner's operations as appropriate in accordance with Section 16(a).

(4) The Director may terminate this Contract upon the filing or the execution of a petition in bankruptcy by or against the Concessioner, a petition seeking relief of the same or different kind under any provision of the Bankruptcy Act or its successor, an assignment by the Concessioner for the benefit of creditors, a petition or other proceeding against the Concessioner for the appointment of a trustee, receiver, or liquidator, or, the taking by any person or entity of the rights granted by this Contract or any part thereof upon execution, attachment or other process of law or equity. The Director may terminate this Contract if the Director determines that the Concessioner is unable to perform the terms of Contract due to bankruptcy or insolvency.

(5) Termination of this Contract for any reason shall be by written notice to the Concessioner.

(c) Notice of Bankruptcy or Insolvency

The Concessioner must give the Director immediate notice (within five (5) days) after the filing of any petition in bankruptcy, filing any petition seeking relief of the same or different kind under any provision of the Bankruptcy Act or its successor, or making any assignment for the benefit of creditors. The Concessioner must also give the Director immediate notice of any petition or other proceeding against the Concessioner for the appointment of a trustee, receiver, or liquidator, or, the taking by any person or entity of the rights granted by this Contract or any part thereof upon execution, attachment or other process of law or equity. For purposes of the bankruptcy statutes, NPS considers that this Contract is not a lease but an executory contract exempt from inclusion in assets of Concessioner pursuant to 11 U.S.C. 365.

(d) Requirements in the Event of Termination or Expiration

(1) In the event of termination of this Contract for any reason or expiration of this Contract, the total compensation due the Concessioner for such termination or expiration shall be as described in Section 17 of this Contract. No other compensation of any nature shall be due the Concessioner in the event of a termination or expiration of this Contract, including, but not limited to, compensation for losses based on lost income, profit, or the necessity to make expenditures as a result of the termination.

(2) Upon termination of this Contract for any reason, or upon its expiration, and except as otherwise provided in this section, the Concessioner shall, at the Concessioner's expense, promptly vacate the Area, remove all of the Concessioner's personal property, repair any injury occasioned by installation or removal of such property, and

ensure that Concession Facilities are in at least as good condition as they were at the beginning of the term of this Contract, reasonable wear and tear excepted. The removal of such personal property must occur within thirty (30) days after the termination of this Contract for any reason or its expiration (unless the Director in particular circumstances requires immediate removal).

(3) To avoid interruption of services to the public upon termination of this Contract for any reason, or upon its expiration, the Concessioner, upon the request of the Director, shall consent to the use by another operator of the Concessioner's personal property, excluding inventories if any, not including current or intangible assets, for a period of time not to exceed one (1) year from the date of such termination or expiration. The other operator shall pay the Concessioner an annual fee for use of such property, prorated for the period of use, in the amount of the annual depreciation of such property, plus a return on the book value of such property equal to the prime lending rate, as published by the Federal Reserve System Board of Governors, effective on the date the operator assumes managerial and operational responsibilities. In such circumstances, the method of depreciation applied shall be either straight line depreciation or depreciation as shown on the Concessioner's Federal income tax return, whichever is less. To avoid interruption of services to the public upon termination of this Contract for any reason or its expiration, the Concessioner shall, if requested by the Director, sell its existing inventory to another operator at the purchase price as shown on applicable invoices.

(4) Prior to and upon the expiration or termination of this Contract for any reason, and, in the event that the Concessioner is not to continue the operations authorized under this Contract after its expiration or termination, the Concessioner shall comply with all applicable requirements of Exhibit J to this Contract, "Transition to a New Concessioner." This section and Exhibit J shall survive the expiration or termination of this Contract.

SEC. 17. COMPENSATION

(a) Just Compensation

The compensation provided by this Section shall constitute full and just compensation to the Concessioner for all losses and claims occasioned by the circumstances described below.

(b) Compensation for Contract Expiration or Termination

If, for any reason, including Contract expiration or termination, the Concessioner shall cease to be authorized by the Director to conduct operations under this Contract, the Concessioner shall convey to a person designated by the Director (including the Director if appropriate) any Leasehold Surrender Interest it has under the terms of this Contract and the Director shall, subject to the terms and conditions of this Contract, assure that the Concessioner is paid the Leasehold Surrender Interest Value.

(c) Procedures for Establishing the Value of a Leasehold Surrender Interest

At any time during the term of this Contract, the Concessioner shall, when requested by the Director, enter into negotiations with the Director as to the value of the Concessioner's Leasehold Surrender Interest under this Contract. In the event that such negotiations fail to determine an agreed upon value within a reasonable period of time as determined by the Director, the Director or the Concessioner may initiate arbitration proceedings to determine such value upon written request to the other party. Such arbitration proceedings shall be conducted in accordance with the arbitration procedures set forth in Exhibit A. In these circumstances, the Concessioner and the Director shall each select an arbiter. The two arbiters, within thirty (30) days of selection, must agree to the selection of a third arbiter to complete the arbitration panel in accordance with Exhibit A. The arbitration panel shall consider the written submissions and any oral presentations made by the Concessioner and the Director and shall determine the value of the Leasehold Surrender Interest consistent with the terms of this Contract, including without limitation Exhibit A. The arbitration panel shall also provide a means to calculate the change in the value of such Leasehold Surrender Interest as may occur for up to two (2) years from the date of the initial determination. The determination of the arbitration panel shall be binding on the Director and the Concessioner.

(d) Compensation for Personal Property

No compensation is due the Concessioner from the Director or a successor concessioner for the Concessioner's personal property used in operations under this Contract. However, the Director or a successor concessioner may purchase such personal property from the Concessioner subject to mutually agreed upon terms. Personal property not removed from the Area by the Concessioner in accordance with the terms of this Contract shall be considered abandoned property subject to disposition by the Director, at full cost and expense of the Concessioner, in accordance with Applicable Laws. Any cost or expense incurred by the Director as a result of such disposition may be offset from any amounts owed to the Concessioner by the Director to the extent consistent with Applicable Laws.

SEC. 18. ASSIGNMENT, SALE OR ENCUMBRANCE OF INTERESTS

(a) This Contract is subject to the requirements of Applicable Laws, including, without limitation, 36 CFR Part 51, with respect to proposed assignments and encumbrances, as those terms are defined by Applicable Laws. Failure by the Concessioner to comply with Applicable Laws is a material breach of this Contract for which the Director may terminate this Contract for default. The Director shall not be obliged to recognize any right of any person or entity to an interest in this Contract of any nature, including, but not limited to, Leasehold Surrender Interest or operating rights under this Contract, if obtained in violation of Applicable Laws.

(b) The Concessioner shall advise any person(s) or entity proposing to enter into a transaction which may be subject to Applicable Laws, including without limitation, 36 CFR Part 51, of the requirements of Applicable Law and this Contract.

SEC. 19. GENERAL PROVISIONS

(a) The Director and Comptroller General of the United States, or any of their duly authorized representatives, shall have access to the records of the Concessioner as provided by the terms of Applicable Laws.

(b) All information required to be submitted to the Director by the Concessioner pursuant to this Contract is subject to public release by the Director to the extent provided by Applicable Laws.

(c) Sub-concession or other third party agreements, including management agreements, for the provision of visitor services required and/or authorized under this Contract are not permitted.

(d) The Concessioner is not entitled to be awarded or to have negotiating rights to any Federal procurement or service contract by virtue of any provision of this Contract.

(e) Any and all taxes or assessments of any nature that may be lawfully imposed by any State or its political subdivisions upon the property or business of the Concessioner shall be paid promptly by the Concessioner.

(f) No member of, or delegate to, Congress or Resident Commissioner shall be admitted to any share or part of this Contract or to any benefit that may arise from this Contract but this restriction shall not be construed to extend to this Contract if made with a corporation or company for its general benefit.

(g) This Contract is subject to the provisions of 43 CFR Part 42, as applicable, concerning nonprocurement debarment and suspension. The Director may recommend that the Concessioner be debarred or suspended in accordance with the requirements and procedures described in those regulations, as they are effective now or may be revised in the future.

(h) This Contract contains the sole and entire agreement of the parties. No oral representations of any nature form the basis of or may amend this Contract. This Contract may be extended, renewed or amended only when agreed to in writing by the Director and the Concessioner.

(i) This Contract does not grant rights or benefits of any nature to any third party.

(j) The invalidity of a specific provision of this Contract shall not affect the validity of the remaining provisions of this Contract.

(k) Waiver by the Director or the Concessioner of any breach of any of the terms of this Contract by the other party shall not be deemed to be a waiver or elimination of such term, nor of any subsequent breach of the same type, nor of any other term of the Contract. The subsequent acceptance of any payment of money or other performance required by this Contract shall not be deemed to be a waiver of any preceding breach of any term of the Contract.

(l) Claims against the Director (to the extent subject to 28 U.S.C. 2514) arising from this Contract shall be forfeited to the Director by any person who corruptly practices or attempts to practice any fraud against the United States in the proof, statement, establishment, or allowance thereof within the meaning of 28 U.S.C. 2514.

(m) Nothing contained in this Contract shall be construed as binding the Director to expend, in any fiscal year, any sum in excess of the appropriation made by Congress for that fiscal year or administratively allocated for the subject matter of this Contract, or to involve the Director in any contract or other obligation for the future expenditure of money in excess of such appropriations.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Contract on the dates shown below.

CONCESSIONER

UNITED STATES OF AMERICA

By _____
Kevin T. Kelly
President
DNC Parks & Resorts at Shenandoah, Inc.

By _____
Dennis R. Reidenbach,
Regional Director, Northeast Region
National Park Service

DATE: _____, 2012

DATE: _____, 2012

[ATTEST:

By _____
Its: _____
[Name of signer][Title of signer, Corporation]]

DATE: _____, 2012 |

EXHIBIT A**LEASEHOLD SURRENDER INTEREST**

This Exhibit A to this Contract establishes certain terms and conditions of the Contract regarding the nature, scope and applicable conditions of leasehold surrender interest. In event of any inconsistency between this Exhibit A and Exhibit F of this Contract this Exhibit A shall prevail.

SEC. 1. DEFINITIONS

(a) "Arbitration" means binding arbitration conducted by an arbitration panel. All arbitration proceedings conducted under the authority of this Exhibit A will utilize the following procedures unless otherwise agreed by the Concessioner and the Director. One member of the arbitration panel will be selected by the Concessioner, one member will be selected by the Director, and the third (neutral) member will be selected by the two party-appointed members. The neutral arbiter must be a licensed real estate appraiser. The expenses of the neutral arbiter and other associated common costs of the arbitration will be borne equally by the Concessioner and the Director. The arbitration panel will adopt procedures that treat each party equally, give each party the opportunity to be heard, and give each party a fair opportunity to present its case. Determinations must be made by a majority of the members of the panel and will be binding on the Concessioner and the Director.

(b) A "capital improvement" is a structure, fixture, or non-removable equipment provided by the Concessioner pursuant to the terms of this Contract and located on lands of the United States within the Area. A capital improvement does not include any interest in land. Additionally, a capital improvement does not include any interest in personal property of any kind including, but not limited to, vehicles, boats, barges, trailers, or other objects, regardless of size, unless an item of personal property becomes a fixture as defined in this Exhibit A.

(c) "Construction cost" of a capital improvement means the total of the incurred eligible direct and indirect costs necessary for constructing or installing the capital improvement that are capitalized by the concessioner in accordance with Generally Accepted Accounting Principles (GAAP).

(d) "Eligible direct costs" means the sum of all incurred capitalized costs (in amounts no higher than those prevailing in the locality of the project), that are necessary both for the construction of a capital improvement and are typically elements of a construction contract. Eligible direct costs may include, without limitation, the costs of (if capitalized in accordance with GAAP and in amounts no higher than those prevailing in the locality of the project): building permits; materials, products and equipment used in construction; labor used in construction; security during construction; contractor's shack and temporary fencing; material storage facilities; power line installation and utility costs during construction; performance bonds; and contractor's (and subcontractor's) profit and overhead (including job supervision, worker's compensation insurance and fire, liability, and unemployment insurance).

(e) "Eligible indirect costs" means, except as provided in the last sentence of this definition, the sum of all other incurred capitalized costs (in amounts no higher than those prevailing in the locality of the project) necessary for the construction of a capital improvement. Eligible indirect costs may include, without limitation, the costs of (if capitalized in accordance with GAAP and in amounts no higher than those prevailing in the locality of the project): architectural and engineering fees for plans, plan checks; surveys to establish building lines and grades; environmental studies; if the project is financed, the points, fees or service charges and interest on construction loans; all risk insurance expenses and ad valorem taxes during construction. The actual capitalized administrative expenses (in amounts no higher than

those prevailing in the locality of the project did) of the Concessioner for direct, on-site construction inspection are eligible indirect costs. Other administrative expenses of the Concessioner are not eligible indirect costs.

(f) “Fixtures and non-removable equipment” are manufactured items of personal property of independent form and utility necessary for the basic functioning of a structure that are affixed to and considered to be part of the structure such that title is with the Director as real property once installed. Fixtures and non-removable equipment do not include building materials (e.g., wallboard, flooring, concrete, cinder blocks, steel beams, studs, window frames, windows, rafters, roofing, framing, siding, lumber, insulation, wallpaper, paint, etc.). Because of their special circumstances, floating docks (but not other types of floating property) that may be constructed by the Concessioner pursuant to the terms of this Contract are considered to be non-removable equipment for leasehold surrender interest purposes only. Except as otherwise indicated in Exhibit A, the term “fixture” includes the term “non-removable equipment.” A “new fixture” refers to fixtures that are installed during the term of this Contract that do not replace an existing fixture or fixtures. A “replacement fixture” refers to a fixture that is installed during the term of this Contract that replaces an existing fixture. An “existing fixture” is a fixture in which the Concessioner has a leasehold surrender interest as of the effective date of this Contract. An existing fixture is referred to herein as a “replaced fixture” when replaced by a replacement fixture

(g) “Leasehold surrender interest” solely means a right to payment in accordance with this Contract for related capital improvements that the Concessioner makes or provides within the area on lands owned by the United States pursuant to the terms and conditions of this Contract. The existence of a leasehold surrender interest does not give the Concessioner, or any other person, any right to conduct business in a park area, to utilize the related capital improvements, or to prevent the Director or another person from utilizing the related capital improvements. The existence of a leasehold surrender interest does not include any interest in the land on which the related capital improvements are located.

(h) “Leasehold surrender interest value” means the amount of compensation the Concessioner is entitled to be paid for a leasehold surrender interest in capital improvements in accordance with this Contract.

(i) “Major rehabilitation” means a planned, comprehensive rehabilitation of an existing structure that:

- (1) The Director approves in advance and determines is completed within 18 months from start of the rehabilitation work (unless a longer period of time is approved by the Director in special circumstances); and
- (2) The construction cost of which exceeds fifty percent of the pre-rehabilitation value of the structure.

(j) “Pre-rehabilitation value” of an existing structure means the replacement cost of the structure less depreciation.

(k) “Real property improvements” means real property other than land, including, but not limited to, capital improvements.

(l) “Related capital improvement” or “related fixture” means a capital improvement in which the Concessioner has a leasehold surrender interest.

(m) “Replacement cost” means the estimated cost to reconstruct, at current prices, an existing structure with utility equivalent to the existing structure, using modern materials and current standards, design and layout.

(n) “Structure” means a building, dock, or similar edifice affixed to the land so as to be part of the real estate. A structure may include both constructed infrastructure (e.g., water, power and sewer lines) and constructed site improvements (e.g., paved roads, retaining walls, sidewalks, paved driveways, paved parking areas) that are permanently affixed to the land so as to be part of the real estate and that are in direct support of the use of a building, dock, or similar edifice. Landscaping that is integral to the construction of a structure is considered as part of a structure. Interior furnishings that are not fixtures are not part of a structure.

(o) “Substantial completion of a capital improvement” means the condition of a capital improvement construction project when the project is substantially complete and ready for use and/or occupancy.

SEC. 2. OBTAINING A LEASEHOLD SURRENDER INTEREST

The Concessioner will obtain leasehold surrender interest in capital improvements constructed in accordance with the terms and conditions of this Contract, including, without limitation, the terms and conditions of this Exhibit A to the Contract.

SEC. 3. AUTHORIZING THE CONSTRUCTION OF A CAPITAL IMPROVEMENT

The Director may only authorize or require the Concessioner to construct capital improvements on area lands in accordance with the terms and conditions of this Contract and for the conduct by the Concessioner of visitor services, including, without limitation, the construction of capital improvements necessary for the conduct of visitor services.

SEC. 4. REQUIREMENTS FOR BEGINNING TO CONSTRUCT A CAPITAL IMPROVEMENT

Before beginning to construct any capital improvement, the Concessioner must obtain written approval from the Director in accordance with the terms of this Contract, including the terms and conditions of this Exhibit A and Exhibit F. The request for approval must include appropriate plans and specifications for the capital improvement and any other information that the Director may specify. The request must also include an estimate of the total construction cost of the capital improvement. The estimate of the total construction cost must specify all elements of the cost in such detail as is necessary to permit the Director to determine that they are elements of construction cost as defined in this Exhibit. (The approval requirements of this and other sections of this Contract also apply to any change orders to a capital improvement project and to any additions to a structure or replacement of fixtures as described in this Contract.)

SEC. 5. REQUIREMENTS AFTER SUBSTANTIAL COMPLETION OF A CAPITAL IMPROVEMENT

Upon substantial completion of the construction of a capital improvement in which the Concessioner is to obtain a leasehold surrender interest, the Concessioner must provide the Director a detailed construction report in accordance with the terms and conditions of this Contract, including without limitation Exhibit A and Exhibit F. The construction report must be supported by actual invoices of the capital improvement's construction cost together with, if requested by the Director, a written certification from a certified public accountant. The construction report must document, and any requested certification by the certified public accountant must certify, that all components of the construction cost were incurred

and capitalized by the Concessioner in accordance with GAAP, and that all components are eligible direct or indirect construction costs as defined in this Exhibit. Invoices for additional construction costs of elements of the project that were not completed as of the date of substantial completion may subsequently be submitted to the Director for inclusion in the project's construction cost.

SEC. 6. DETERMINING CONSTRUCTION COST FOR PURPOSES OF LEASEHOLD SURRENDER INTEREST VALUE

After receiving the detailed construction report (and certification, if requested), from the Concessioner, the Director will review the report, certification and other information as appropriate to determine that the reported construction cost is consistent with the construction cost approved by the Director in advance of the construction and that all costs included in the construction cost are eligible direct or indirect costs as defined in this Exhibit A. The construction cost determined by the Director will be the final determination of construction cost for purposes of the leasehold surrender interest value in the related capital improvement unless the Concessioner requests arbitration of the construction cost under Section 7 of this Exhibit A. The Director may at any time review a construction cost determination (subject to arbitration under Section 7 of this Exhibit A) if the Director has reason to believe that it was based on false, misleading or incomplete information.

SEC. 7. ARBITRATING THE CONSTRUCTION COST OF A CAPITAL IMPROVEMENT

If the Concessioner requests arbitration of the construction cost of a capital improvement determined by the Director, the request must be made in writing to the Director within 3 months of the date of the Director's determination of construction cost under Section 6 of this Exhibit A. The arbitration procedures are described in Section 1 of this Exhibit A. The decision of the arbitration panel as to the construction cost of the capital improvement will be binding on the concessioner and the Director.

SEC. 8. ACTIONS THE CONCESSIONER MAY OR MUST TAKE REGARDING LEASEHOLD SURRENDER INTEREST

The Concessioner:

- (a) May encumber a leasehold surrender interest in accordance with the terms of this Contract;
- (b) Where applicable, must transfer its leasehold surrender interest in connection with any assignment, termination or expiration of this Contract; and
- (c) May waive or relinquish a leasehold surrender interest.

SEC. 9. EXTINGUISHMENT OF A LEASEHOLD SURRENDER INTEREST

- (a) A leasehold surrender interest may not be extinguished by the expiration or termination of this Contract and a leasehold surrender interest may not be taken for public use except on payment of just compensation. Payment of leasehold surrender interest value pursuant to the terms of this Contract will constitute the payment of just compensation for leasehold surrender interest within the meaning of this Contract and for all other purposes.
- (b) The Director at any time during the term of this Contract or after its termination or expiration may in his discretion pay the Concessioner the then applicable leasehold surrender interest value in all or portions of the related capital improvements in which the Concessioner holds a leasehold surrender interest under the terms of this Contract. Upon receipt of such payment by the Concessioner, the applicable leasehold

surrender interest shall be extinguished or reduced, as applicable, for all purposes of this Contract and Applicable Laws. In the event of a dispute between the Director and the Concessioner as to the appropriate amount of such payment under the terms of this Contract, the dispute shall be resolved through binding arbitration as defined above.

SEC. 10. LEASEHOLD SURRENDER INTEREST UNDER A NEW CONCESSION CONTRACT

If the Concessioner under this Contract is awarded a new concession contract by the Director, and the new concession contract continues a leasehold surrender interest in related capital improvements, then the Concessioner's leasehold surrender interest value (established as of the date of expiration or termination of this Contract) in the related capital improvements will be continued as the initial value of the Concessioner's leasehold surrender interest under the terms of the new concession contract.

SEC. 11. PAYMENT FOR LEASEHOLD SURRENDER INTEREST IF THE CONCESSIONER IS NOT AWARDED A NEW CONCESSION CONTRACT

(a) If the Concessioner is not awarded a new concession contract after expiration or termination of this Contract, or, the Concessioner, prior to such termination or expiration, ceases to utilize under the terms of this Contract capital improvements in which the Concessioner has a leasehold surrender interest, the Concessioner will be entitled to be paid its leasehold surrender interest value in the related capital improvements. The leasehold surrender interest will not be transferred until payment of the leasehold surrender interest value. The date for payment of the leasehold surrender interest value, except in special circumstances beyond the Director's control, will be the date of expiration or termination of this Contract or the date the Concessioner ceases to utilize related capital improvements under the terms of this Contract.

(b) In the event that extraordinary circumstances beyond the control of the Director prevent the Director from making the leasehold surrender interest value payment as of the date of expiration or termination of this Contract, or, as of the date the Concessioner ceases to utilize related capital improvements under the terms of this Contract, the payment when made will include interest on the amount that was due on the date of expiration or termination of this Contract or cessation of use for the period after the payment was due until payment is made. The rate of interest will be the applicable rate of interest established by law for overdue obligations of the United States. The payment for a leasehold surrender interest value will be made within one year after the expiration or termination of this Contract or the cessation of use of related capital improvements under the terms of this Contract.

SEC. 12. PROCESS FOR DETERMINING LEASEHOLD SURRENDER INTEREST VALUE

In the event that the Concessioner and the Director cannot reach agreement as to a leasehold surrender interest value where required by the terms of this Contract, the Director will make a final determination of leasehold surrender interest value unless binding arbitration as to the value is requested by the Concessioner. The arbitration procedures are described in Section 1. A prior decision as to the construction cost of capital improvements made by the Director or by an arbitration panel in accordance with this Exhibit A is final and not subject to further arbitration.

SEC. 13. PAYMENT OF LEASEHOLD SURRENDER INTEREST BY A NEW CONCESSIONER

A new concession contract awarded to a new concessioner will require the new concessioner to pay the Concessioner its leasehold surrender interest value in existing capital improvements as determined under the terms of this Contract.

SEC. 14. NO LEASEHOLD SURRENDER INTEREST RESULTS FROM REPAIR AND MAINTENANCE OF REAL PROPERTY IMPROVEMENTS

The Concessioner will not obtain initial or increased leasehold surrender interest as a result of repair and maintenance of real property improvements unless a repair and maintenance project is a major rehabilitation.

SEC. 15. LEASEHOLD SURRENDER INTEREST VALUE

(a) The initial leasehold surrender interest value (“initial leasehold surrender interest value”) in capital improvements in existence as of the effective date of this Contract (“initial leasehold surrender interest capital improvements”), including all related structures, fixtures and major rehabilitations as defined in this Contract, is \$10,300,000. This initial leasehold surrender interest value in initial leasehold surrender capital improvements shall be reduced during the term of this Contract on a monthly basis by \$21,458.33 (monthly straight line depreciation based on a 40 year recovery period) such that, upon the termination or expiration of this Contract, as applicable, the initial leasehold surrender interest value in initial leasehold surrender interest capital improvements, as reduced in accordance with the above described depreciation formula, shall be the leasehold surrender interest value in such capital improvements as of the termination or expiration of this Contract, as applicable.

(b) The initial leasehold surrender interest value in capital improvements (including new fixtures) installed or constructed during the term of this Contract shall be the initial construction cost of the capital improvement determined in accordance with the terms of this Contract; provided, however, that the initial leasehold surrender interest value in replacement fixtures that are installed during the term of this Contract shall be the construction cost of the replacement fixture less the construction cost of the replaced fixture. The initial leasehold surrender interest value in capital improvements constructed during the term of this Contract shall be reduced on an annual basis, commencing on the date of substantial completion of the related capital improvement and ending as of the date of termination or expiration of this Contract, by 2.5% (annual straight line depreciation based on a 40 year recovery period, except as pro-rated for an incomplete year), such that the leasehold surrender interest value in capital improvements constructed or installed during the term of this Contract shall be, for all purposes of this Contract, their construction cost (adjusted as applicable with respect to replacement fixtures as described above) as reduced in accordance with the above described depreciation formula.

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Attachments

Attachment B-1: Request for Concessioner Employment of NPS Employee or Relative

Attachment B-2: Reporting Human Illnesses Form

Attachment B-3: Shenandoah National Park Points of Contact

1) INTRODUCTION

This Operating Plan between DNC Parks & Resorts at Shenandoah, Inc., (hereinafter referred to as the “Concessioner”) and the National Park Service (hereinafter referred to as the “Service”) describes specific operating responsibilities of the Concessioner and the Service with regard to those lands and facilities within Shenandoah National Park (hereinafter referred to as the “Area”) that are assigned to the Concessioner for the purposes authorized by the Contract.

In the event of any conflict between the terms of the Contract and this Operating Plan, the terms of the Contract, including its designations and amendments, will prevail.

This plan will be reviewed annually by the Superintendent in consultation with the Concessioner and revised as determined necessary by the Superintendent of the Area.

Any revisions shall not be inconsistent with the main body of this Contract. Any revisions must be reasonable and in furtherance of the purposes of the Contract.

2) RESPONSIBILITIES

A) **Concessioner**

- (1) To achieve an effective and efficient working relationship between the Concessioner and the Service, the Concessioner will designate an on-site general manager who:
 - (a) Has the authority and the managerial experience to operate the Concession Facilities and required and authorized services within the Area;
 - (b) Will employ a staff with the expertise and training to operate all services required and authorized under the Contract;
 - (c) Has full authority to act as a liaison in all concession administrative and operational matters within the Area; and
 - (d) Has the responsibility for implementing the policies and directives of the Service.
- (2) In the absence of the general manager, the Concessioner will designate an acting general manager.
- (3) The Concessioner will locate its entire management team on-site and dedicate them to managing the concession operation 100% of their time.

B) **Shenandoah National Park**

The Superintendent of Shenandoah National Park is responsible for all Area operations, including concession operations. The Superintendent carries out the policies and directives of the Service, including concession contract management. Directly or through designated representatives including Service concessions management staff, the Superintendent reviews, directs, and coordinates Concessioner activities relating to the Area. This includes:

- (1) Evaluation of Concessioner services and facilities;
- (2) Review and approval of rates charged for all commercial services and products; and

(3) Review and approval of all changes to facilities.

The Service will provide a current list to the Concessioner with all appropriate points of contact. An Attachment to this Operating Plan contains a current list of Service points of contact.

3) GENERAL OPERATING STANDARDS AND REQUIREMENTS

A) Schedule of Operation

(1) The Concessioner will provide the required and authorized services for Area visitors as provided below:

(a) The Concessioner will provide the required services for visitors in spring, summer, and fall, from approximately mid-March of each year through the end of November of each year, with winter closures. The 2012 operating dates for each facility are shown on the table below and will be adjusted annually:

Facility	Approximate Opening Date	Approximate Closing Date
Elkwallow Wayside	April 19	November 4
Skyland	March 28	November 24
Big Meadows Lodge:	See below	See below
Regular Season	May 16	November 4
Spring Overflow *	March 28	May 15
Fall Overflow*	November 5	November 12
Big Meadows Wayside	March 15	November 24
Big Meadows Showers & Laundry	March 22	November 25
Lewis Mt. Cabins	April 12	November 4
Lewis Mt. Campstore	April 12	November 4
Loft Mt. Wayside	April 26	November 4
Loft Mt. Campstore	May 10	October 28
Loft Mt. Shower & Laundry	May 10	October 28

*Overflow from Skyland is diverted on weekends to Big Meadows Lodge prior to full-time opening of Big Meadows Lodge. Historically, no food and beverage service was provided at Big Meadows Lodge during this period.

- (b) Weather, visitation, and coordination of schedules with Service operated facilities may cause specific dates of operating seasons to fluctuate. Before implementing any changes, the Concessioner must request and receive the Superintendent’s approval.
- (c) The Concessioner and the Service will meet annually to determine the opening and closing dates of Concession Facilities for the upcoming operating year. The Service generally will schedule the meeting toward the end of each summer. The final operating dates and hours will be reviewed and approved by the Superintendent.
- (d) The Concessioner’s schedule of operations will remain in effect unless the Superintendent approves a change in writing.
- (e) Minimum Hours of Operation are:

Location	Service	Opening Date	Opening Date to May 28	May 29 to September 6	September 7 to Closing Date	Closing Date
Elkwallow Wayside	Retail, F&B	April 16	9 a.m. to 5:30 p.m.	9 a.m. to 7 p.m.	9 a.m. to 6 p.m. M-F; 9 a.m. to 7 p.m. Sa-Su	November 7
Skyland	Lodging	3 PM April 1	24 Hours	24 Hours	24 Hours	Noon November 28
Skyland	Gift Shop	3 PM April 1	8 a.m. to 9 p.m.	8 a.m. to 10 p.m.	8 a.m. to 10 p.m.	Noon November 28
Skyland	Tap Room	3 PM April 1	2 p.m. to 10 p.m.	2 p.m. to 11 p.m.	2 p.m. to 11 p.m.	November 27
Skyland	Breakfast	April 2	7:30 a.m. to 10 a.m.	7:30 a.m. to 10 a.m.	7:30 a.m. to 10 a.m.	November 28
Skyland	Lunch	April 2	Noon to 2 p.m.	Noon to 2 p.m.	Noon to 2 p.m.	November 27
Skyland	Dinner	April 1	5:30 p.m. to 9 p.m.	5:30 p.m. to 9 p.m.	5:30 p.m. to 9 p.m.	November 27
Skyland	Stables	April 1*	10, 12, 1:15 & 2:30 Sun-F; 10, 12, 1:15, 2:30 & 3:45 Sat	9, 11, 1, 3, 5 Daily (1 hour) 8:30 a.m. (2.5 hour) M-F; 7:30 p.m. (twilight ride) F-Sat	10, 12, 2, 4 Daily (1 hour) 8:45 a.m. M-F (2.5 hour)	November 28
Big Meadows Lodge	Lodge	3 PM May 20	24 Hours	24 Hours	24 Hours	Noon November 7
Big Meadows Lodge	Gift Shop	3 PM May 20	8 a.m. to 9 p.m.	8 a.m. to 9 p.m.	8 a.m. to 9 p.m.	Noon November 7
Big Meadows Lodge	Tap Room	3 PM May 20	2 p.m. to 11 p.m.	4 p.m. to 11 p.m. M-F; 2 p.m. to 11 p.m. S-S	4 p.m. to 11 p.m. M-F; 2 p.m. to 11 p.m. S-S	Noon November 7
Big Meadows Lodge	Breakfast	May 21	7:30 a.m. to 10 a.m.	7:30 a.m. to 10 a.m.	7:30 a.m. to 10:00 a.m.	November 7

Location	Service	Opening Date	Opening Date to May 28	May 29 to September 6	September 7 to Closing Date	Closing Date
Big Meadows Lodge	Lunch	May 21	Noon to 2 p.m.	Noon to 2 p.m.	Noon to 2 p.m.	November 6
Big Meadows Lodge	Dinner	May 21	5:30 p.m. to 9 p.m.	5:30 p.m. to 9 p.m.	5:30 p.m. to 9 p.m.	November 6
Big Meadows Wayside	Retail, F&B	May 19	8 a.m. to 5:30 p.m. Su-Th 8 a.m. to 7 p.m. F-Sa	8 a.m. to 8 p.m. Daily	8 a.m.-8 p.m. Daily to Oct 30; 8 - 5:30 Su - Th to Nov 28; 8 to 7 F-Sat to Nov 28	November 28
Big Meadows Showers**	Showers, Laundry, Woodyard	March 26	8 a.m. to 8 p.m. Daily	7:30 a.m. to 8 p.m. Daily	8:00 a.m. to 8:00 p.m. Daily	November 28
Lewis Mountain Cabins	Lodging	3 PM April 9	24 hours (staffed during camp store hours)	24 hours (staffed during camp store hours)	24 hours (staffed during camp store hours)	Noon November 7
Lewis Mt. Campstore	Retail	Noon April 9	9 a.m. to 6 p.m. Su - Th; 9 a.m. to 7 p.m. F-Sat	9 a.m. to 6 p.m. Su - Th; 9 a.m. to 7 p.m. F-Sat	9 a.m. to 6 p.m. Su - Th ; 9 a.m. to 7 p.m. F-Sat	Noon November 7
Loft Mt. Wayside	Retail, F&B	April 30	9 a.m. to 5:30 p.m. Daily	9 a.m. to 7 p.m. M - F; 9 a.m. to 8 p.m. S - S	9 a.m.-6 p.m. Su-Th to Oct 31; 8 a.m.-7 p.m. F-Sa to Oct 31 9 a.m.-5:30 p.m. Daily to Nov 7	November 7
Loft Mt. Campstore	Retail	Noon May 21	8 a.m. to 5:30 p.m. Daily	8 a.m. to 7 p.m. Su-F 8 a.m. to 8 p.m. F-Sat	8 a.m. to 7 p.m. Su - Th 8 a.m. to 8 p.m. F - Sat	Noon October 31
Loft Mt. Showers	Showers, Laundry	Noon May 21	8 a.m. to 8 p.m. Daily	7:30 a.m. to 8 p.m. Daily	7:30 a.m. to 8:00 p.m. Daily	Noon October 31

*The actual start date for trail rides is dependent on the condition of the trails.

** Showers and laundry are self-service. This facility isn't staffed full time.

B) Rate Determination and Approval Process

(1) *Rate Determination.* The Service ensures that the Concessioner's rates and charges to the public are commensurate with the level of services and facilities provided, and are reasonable, justified, and comparable with similar facilities and services provided by the private sector. The Service will judge reasonableness of rates based upon current concession management guidelines. Rate approval methods are subject to change. The Service will consider alternative rate setting methodology to reflect substantial changes in service quality and expenditures. The currently approved rate method is comparability for all services and facilities, excluding the following:

(a) Souvenirs and Gifts. The Concessioner will determine its souvenir and gift prices in accordance with the National Park Service Competitive Market Declaration (CMD) guidelines.

- (b) Convenience and Grocery Items. Convenience and grocery items are subject to pricing based on manufacturer's suggested retail price (MSRP) or Service markup percentage guidelines.
- (c) Food and Beverage. The Concessioner will submit all rate requests for food and beverage service in accordance with Service guidelines for the Core Menu Method.
- (2) *Request Submittal for Annual Rate Changes.* The Concessioner may submit all requests for rate changes to the Service annually in writing by January 2nd (for food and beverage and other services) and by December 1st (for lodging).
- (a) The Concessioner must provide complete details on product or service descriptions in its rate proposals. Rate requests require support by established criteria and comparability data. The current National Park Service Rate Approval Guidelines outline the information the Concessioner must include in the request.
- (3) *Rate Approval*
 - (a) Approval Timing. The Service will approve, disapprove, or adjust rates, using its selected comparables, and will inform the Concessioner of the reason for any disapproval or adjustment within 60 days of the rate request submittal. If, under extenuating circumstances, the Concessioner requests a quicker response, the Service will attempt to accommodate this request; however, this is not normal procedure. If the Service requires a longer response period, the Service will inform the Concessioner of the expected response date.
 - (b) Approved Rate Posting. The Concessioner must make available to visitors all approved rates for goods and services. The Concessioner will prominently post all rates for goods and services provided to the visiting public. The Concessioner will post room rates in each room.
 - (c) Approved Rate Effective Period. Approved rates will remain in effect until superseded by written changes approved by the Superintendent.

C) Purchasing

- (1) *Competitive Purchasing.* The Concessioner may make purchases from a facility operated or owned by the Concessioner or its parent company, provided the product is comparable in quality and price.
- (2) *Discounts.* The Concessioner will take advantage of all available trade, cash, and quantity discounts and rebates. Depending on the method of rate approval, the Concessioner will pass these savings through to the consumer.
- (3) *Environmentally friendly products.* The Concessioner will purchase environmentally friendly products whenever available and feasible.

D) Evaluations

- (1) *Standards* - The Concessioner will provide the services and facilities required by this Contract in conformance to evaluation standards established by the National Park Service Concessioner Review Program, National Park Service Concessions Management Guidelines and within acceptable hospitality industry practices.

- (2) The Service and the Concessioner will separately evaluate and monitor Concession Facilities and services with respect to:
- National Park Service policy
 - Applicable standards
 - Authorized rates
 - Risk management
 - Public health
 - Environmental management
 - Implementation of applicable sustainable practices
 - Effects on cultural and natural resources
 - Conformance to maintenance programs
 - Correction of operating deficiencies
 - Responsiveness to visitor comments.
- (3) The Concessioner will meet with the Service to prioritize and schedule the correction of deficiencies and the implementation of improvement programs resulting from these inspections. The Concessioner must correct deficiencies and prepare abatement plans within dates set by the Service.
- (4) *Operations Inspections.* The Service conducts both announced and unannounced inspections of Concession Facilities and Concession activities to ensure conformance to applicable standards. The Service generally contacts location managers at the time of facility evaluations so that a representative of the Concessioner may accompany the Service evaluator.
- (5) *Safety and Occupational Health Inspections*
- (a) Concessioner Safety Inspections. The Concessioner will periodically conduct interior and exterior safety inspections of all Concession Facilities, including employee housing, in accordance with its documented Risk Management Program. The Concessioner will ensure employee compliance with health, fire, and safety code regulations as well as Service policies and guidelines.
- (b) Service Safety Inspections. Risk Management is a component of regular Service evaluations. The Service may conduct safety inspections at its discretion over the course of the Contract term.
- (6) *Public Health Inspections*
- (a) Inspecting Party. The U.S. Public Health Service conducts periodic inspections. Concession specialists may also do spot checks of key indicators as part of their periodic inspection process.
- (7) *Fire Inspections*
- (a) Concessioner: The Concessioner must have a qualified professional perform interior and exterior fire inspections of all Concession Facilities within 120 days of the effective date of the Contract and on an annual basis thereafter. The Concessioner must maintain written records, verifying the completion of such inspections, and make them available to the Service upon request. The Concessioner must conduct

routine fire drills of Concession Facilities as required by its Risk Management Program. The Concessioner will perform these inspections in accordance with applicable Director Orders (such as DO 58).

- (b) Service: The Service may conduct fire safety inspections at its discretion over the course of the Contract term. The Service will contact location managers at the time of facility evaluations so that a Concessioner representative may accompany the Service evaluator.
- (8) *Visitor Satisfaction Monitoring*. The Concessioner will maintain a visitor satisfaction program to measure service and quality standards, product mix, pricing and overall Area experience.
 - (a) The Concessioner will make Service-approved comment cards available to visitors in order to measure service and quality standards, product mix, pricing and overall Area experience. The Concessioner will provide an adequate inventory of comment cards at appropriate locations within all Concession Facilities at all times. In addition, the Concessioner may use an internet/electronic system for providing comments about the Concession Facilities and services. The internet/electronic system must be capable of downloading reports and comments, and the Concessioner must provide this information to the Service on at least a monthly basis. At the request of the Service, the Concessioner will also make available Service comment forms at its front desks.
 - (b) The Concessioner must investigate and respond to all visitor complaints regarding the Concession Facilities and its services. The Concessioner will promptly provide to the Service visitor comments that allege misconduct by Concession or Service employees, pertain to the safety of visitors or Concessioner or Service employees, or concern the safety of Area resources.
 - (c) The Concessioner will forward to the Superintendent, on a monthly basis, a summary of all comments and complaints received on comment cards or any other form of documentation, including internet-based comments from the Concessioner website and at least one major travel rating website. The Concessioner will provide individual comments or complaints to the Superintendent upon request.
 - (d) The Service will forward to the Concessioner any comments and complaints received regarding the Concession Facilities or services.
 - (e) The Concessioner must respond to all complaints within 14 days of receipt. The Concessioner will provide a copy of its responses to the Service, and the Service will provide copies of its responses to the Concessioner.
- (9) *Environmental Inspections*
 - (a) Concessioner Environmental Inspections. The Concessioner will periodically conduct interior and exterior environmental inspections of all Concession Facilities, including employee housing, in accordance with its documented Environmental Management Program. The Concessioner will ensure employee compliance with environmental code regulations as well as Service policies and guidelines.
 - (b) Environmental Audit. The Service may periodically conduct a comprehensive environmental audit of all operations and facilities in addition to the review of the Concessioner's Environmental Management Program. The Service Environmental

Audit Program evaluates the Concession Facilities and operations with respect to environmental compliance, conformance with the Concessioner's Environmental Management Program, and Best Management Practices Criteria required of the Concessioner and contained within the current Service environmental audit program operating guidelines. The Concessioner must provide full access to management, facilities, documentation, and other resources necessary for the Service to conduct the audits.

- (c) Evaluations. Environmental management is also a component of regular Service evaluations.

E) General Policies

- (1) *Facilities Use*. The Concessioner may use Concession Facilities only for activities or services that directly and exclusively support the visitor services required or authorized by the Contract unless it receives prior written permission from the Service for other activities and services.
- (2) *Support Facilities*. There are no additional buildings or parking lots within the Area that can be assigned to the Concessioner for support facilities such as space for general administrative support, warehouse space, or a lot for excess vehicles that are not parked overnight within the Area. The Concessioner must plan to provide these support services outside of the Area.
- (3) *Historic Furnishings*. The Concessioner must protect, maintain and not dispose of the following historic furnishings at the Big Meadows Lodge Dining Room unless approved by the Service:
 - 5 – 30” by 46” dining room tables
 - 28 – 30” by 48” dining room tables
 - 138 – Caned dining room chairs

These furnishings must remain at the Big Meadows Lodge Dining Room and be transferred to future operators under new contracts unless otherwise approved by the Service.

- (4) *Firearms and Weapons*
 - (a) On-duty employees may not possess or use weapons or firearms.
 - (b) The Concessioner will develop and provide to the Service a policy concerning firearms within Concession Facilities and possessed by off duty personnel living in employee housing.
- (5) *Special Events*. All special events must comply with Applicable Laws and must support Area themes and purposes.
 - (a) Concessioner Sponsored Special Events. The Concessioner will seek approval from the Service for special events it offers outside of the Concession buildings that are expected to attract more than 25 participants. Other Concessioner sponsored special events occurring within the Concession buildings do not require the approval of the Service; however, on March 1 of each year, the Concessioner must submit for the Service's review and approval the types of special events the Concessioner plans to offer.

- (b) **Service Sponsored Events.** The Concessioner will cooperate with the Service in planning and implementing Service-sponsored special events.
- (6) **Smoke Free Policy.** All Concessions Facilities are smoke free, including employee dormitories and housing. Smoking will be prohibited within a 25-foot radius of exterior entries.
- (7) **Facility Reservations.** The Concessioner will use a central computerized reservation system, located outside the Area, capable of accommodating requests for all services for which the Concessioner offers reservations. All reservation personnel must have specific knowledge of and be able to communicate professionally the services and facilities available under the Contract and to coordinate reservations of multiple services, such as dinner reservations, horse rides, or Concessioner sponsored special events and activities. The Concessioner must accept reservations on no greater than a 13-month forward rolling basis. The Concessioner must identify a contact person responsible for the reservation system. The Concessioner must be able to resolve reservation complaints and problems locally in the Area. The Concessioner must develop a quality assurance/quality control plan to respond to complaints about the reservation process. At a minimum it will develop a plan to improve the exchange of accurate and complete information and reduce the guest complaints when they arrive at check-in. The Concessioner will submit the plan to the Superintendent for review and comment by September 15 of each year and incorporate comments into the plan. After the Concessioner incorporates the Superintendent's comments, the Concessioner will implement the plan.
- (a) **Staff.** The Concessioner must adequately staff the reservations office on a year-round basis and will increase staff, as necessary, to meet the need during peak periods. The Concessioner will locate its reservation department for this Contract in Luray, VA, or another area near the Area with technical and over-flow support from its corporate reservation department.
- (b) Visitors must be able to make reservations for future visits at the front desk of the lodges at Skyland and Big Meadows.
- (c) **Reservations Services.** The Concessioner must provide its reservations services, at a minimum, via toll-free telephone, mail, fax, and Internet.
- (d) **Deposits/Refunds.** The Concessioner must submit its deposit requirement and refund policy as part of the rate approval process. The Concessioner will include the policy in all proposed accommodation brochures and reservation confirmations.
- The Concessioner may require a deposit to hold a reservation. The Concessioner will accept deposits by cash, money order, or major credit card.
 - The Concessioner will process refunds within two weeks of cancellation.
- (e) **Confirmed Rates.** The Concessioner will charge the first night of the reservation at the confirmed rate. The Concessioner may increase subsequent nights to new approved rates as long as the Concessioner informs the visitor at the time of reservation that the rate may increase.
- (f) **Tour Bookings.** The Concessioner will submit for Service approval on an annual basis (by September 15 of each year) its policy on tour bookings for the upcoming year. The policy must include how the Concessioner will manage tour bookings,

where it will accommodate tour lodging, how it will accommodate tour dining, package rate offerings and the allocation of those revenues (e.g., lodging, food and beverage, etc.), billing policies, complimentary room policy, and treatment of tour commissions.

- (g) Meetings Bookings. The Concessioner will submit for Service approval on an annual basis (by September 15 of each year) its policy on conference/meetings bookings for the upcoming year. The policy must include how the Concessioner will manage booking, where it will accommodate meetings lodging, how it will accommodate dining, package rate offerings and the allocation of those revenues (e.g. lodging, food and beverage, etc.), billing policies, complimentary room policy, and treatment of commissions.
- (8) *Lost and Found*. The Concessioner will comply with the following requirements:
- (a) Procedures for the handling of lost and found property will conform to Directors Order (DO) 44, Personal Property Management Information Notice 05-01, and 41 CFR 101-48.
- (b) The Concessioner will coordinate with the Shenandoah National Park Lost and Found Office when handling and disposing of lost, found or unattended property in Concession Facilities.
- (c) The Concessioner will assist any visitor who has lost property by providing phone numbers for the Lost and Found Office: Shenandoah National Park Lost and Found Office - Phone # 540-999-2227.
- (d) Items that are not claimed by the owner within 60 days are considered abandoned to the United States and may be disposed of in accordance with DO 44. Current regulations do not permit the return of found items to finders.
- (e) Abandoned Vehicles. The Concessioner must advise the Communications Center of any vehicle, including any employee vehicle, that is not currently licensed, not operable or appears abandoned within the Concession Facilities. After taking steps to determine ownership and whether the vehicle is abandoned or inoperable, the Service will advise the Concessioner to have the subject vehicle removed from the Area and impounded. The Concessioner must then arrange for the vehicle to be towed by a third party to an impound lot outside the Area at the expense of the Concessioner. The Concessioner must bear all costs of the tow and impound, but may recover those costs from the owner of the vehicle.
- (f) Abandoned Property. The Concessioner will develop procedures for disposal of property abandoned by Concession employees, and submit those procedures for Service approval.
- (9) *Credit Cards*. The Concessioner must honor government-issued credit cards (including vehicle fleet cards), and at a minimum, American Express, MasterCard, Visa, and Discover credit and debit cards.
- (10) *Telephone Services*
- (a) Public Pay Phones. The Concessioner must provide local and long distance public pay phone service within the Concession Facilities. At a minimum, the Concessioner must place pay phones at Elkwallow, Skyland, Big Meadows Wayside, Big Meadows Laundry and Showers, Big Meadows Lodge, Lewis

Mountain, and Loft Mountain Wayside. The Concessioner will check public phones daily to ensure that they are in working order. The Concessioner must place computer-generated signs on out-of-order phones directing the visitors to the nearest working unit.

- (b) Telephone Charges. If the Concessioner provides in-room phones, the Concessioner will provide access to long distance services. The rate charged to guests for local calls must not exceed current local pay phone charges. Rates charged to guests for long distance calls must be comparable to that charged by similar lodging properties in the market area. The Concessioner will submit these rates for approval in conjunction with the approval for lodging rates.

(11) *Vending Machines*

The Concessioner must ensure that vending and newspaper machines and their locations are easily identifiable, conveniently located, and of a design and color that complement the aesthetics of the location and the Area. The Service will approve all locations and all faceplates and colors of machines. Faceplates will reflect park themes rather than serve as advertising space. The Concessioner must submit a proposal for vending machine locations and rates to the Concessions Office for approval, within 90 days after effective date of the Contract. The Concessioner will provide recycling and trash containers at the locations as approved by the Service.

- (a) Standards. The Concessioner must keep machines clean, properly stocked, and in good working condition. Signing on machines must relate to Area interpretive themes or be generic in nature, and be adequately illuminated, but not contribute to night light pollution. The equipment will also be equipped with energy misers to conserve energy. The concessioner will comply with applicable standards regarding nutritional information signage for vending machine products in accordance with federal requirements and standards.
- (b) Out-of-service. If a vending machine is out of service, the Concessioner will post appropriate computer-generated signs directing visitors to the closest available unit.
- (c) Cigarettes. The Concessioner will not offer cigarette vending machines.

(12) *Internet access*. The Concessioner must, at a minimum, provide WiFi Internet access in lobby areas at the Skyland and Big Meadows lodges for visitors at no charge. The Concessioner must provide free wireless access to park-approved Shenandoah-specific information sites in the retail and food and beverage areas. The Concessioner may provide unlimited internet access at retail and food and beverage locations at rates reviewed and approved by the Service.

(13) *ATM*. The Concessioner will provide an automatic teller machine (ATM) at Skyland and Big Meadows Lodge and at other locations approved by the Service.

(14) *Employee Housing and Food*

- (a) The Concessioner will provide food and housing for its employees who need to reside in the Area. The Concessioner will provide adequate cooking and food storage facilities where appropriate. Food storage facilities must be vermin-proof. The Concessioner will implement preventive measures for Hantavirus.

- (b) The Concessioner must manage its housing rental account and meal charges on a cost-recovery basis and not as a profit center. The Concessioner will ensure that employees' rental charges do not exceed forty percent (40%) of earnings.
- (c) The Concessioner must designate a supervisor for employee housing, provide this person's name and contact information to the Service.
- (d) The Concessioner must furnish employee rooms to serve the appropriate number of occupants.
- (e) The Concessioner must provide well-balanced varied menus for its employees, including a variety of foods that will accommodate a variety of diets, including vegetarian.
- (f) The Concessioner must ensure employee compliance with quiet hours in the employee housing areas, which are between the hours of 10:00 p.m. and 6:00 a.m.
- (g) Housing Policy. The Concessioner must submit its initial housing policy to the Service within 90 days after the effective date of the Contract. After this, the Concessioner will review and update its housing policy as needed or requested by the Service (see below).
- As of 2010, the Service is developing a housing policy for the Area. Once adopted, the Concessioner must update its Housing Policy to comply with the provisions of the Area's Housing Policy regarding exterior appearance, activities, and grounds.
 - The Concessioner's housing policy must include at least the following topics:
 - ◆ Housing rates for employees, deposit and refund policies, and assignment policies
 - ◆ Modifications, maintenance, and upkeep of the external appearance of employee housing and housing areas
 - ◆ Yards, grounds, and landscaping, including defensible space
 - ◆ Radio and television antennas and satellite dish locations and wiring
 - ◆ Parking, licensing, storage, and repair of motor vehicles and boats
 - ◆ Storage of flammable liquids
 - ◆ Use and disposal of hazardous household materials
 - ◆ Storage of firewood
 - ◆ Pets
 - ◆ Trailers and RV sites
 - ◆ Washers and dryers
 - ◆ Phones and internet access
 - ◆ Shuttles between local communities and housing areas
 - ◆ Recreational opportunities for staff living within the park boundaries
 - ◆ Housing inspection procedures
 - ◆ Housing security program (internal)
- (h) Employee Shuttle. The Concessioner must provide a shuttle for transportation of employees between employee housing and the local communities.

2010 - Employee Housing by Unit Type and Approximate Capacity			
Location	Unit Number	# of Employee Rooms	Current Layout
Skyland	Dorm A	8	8 Bunks
Skyland	Dorm B	8	8 Bunks
Skyland	Dorm C	6	4 Bunks, 2 Doubles
Skyland	Dorm D	4	6 Bunks, 1 Twin
Skyland	Dorm E*	3	1 Bunk, 3 Doubles
Skyland	Dorm F	4	3 Doubles, 1 Vacant
Skyland	Dorm G	4	1 King, 2 Bunks, 2 Doubles
Skyland Dining Bldg.	Rooms 2 & 4	2	4 Bunks
Big Meadows Lodge	Apple Dorm	6	4 Bunks, 2 Doubles, 1 Twin
Big Meadows Lodge	Oak Dorm**	5	4 Bunks, 2 Doubles, 2 Twins
Big Meadows Lodge	Pine Dorm	5	4 Bunks, 1 Double, 2 Twins
Big Meadows Lodge	Elm Dorm	4	2 Bunks, 6 Twins
Big Meadows Lodge	Chestnut Dorm	4	3 Bunks, 1 Doubles, 2 Twins
Loft Mountain	Dorm	7	7 Twins
*Skyland Dorm E also serves as the laundry for lodging.			
**Big Meadows Lodge Oak Dorm also has 3 rooms that are currently used for miscellaneous purposes.			

(15) *Vehicles*

- (a) The Concessioner must discreetly identify its vehicles with its name and logo.
- (b) All vehicles used by the Concessioner, as well as vehicles belonging to the Concessioner's employees, must be properly registered, licensed, insured, and maintained in accordance with federal and state law and regulations. The Concessioner will park and store vehicles and equipment in a safe and organized manner, in areas approved or designated by the Service.
- (c) The Concessioner should use electric vehicles or other alternative fueled vehicles, such as golf carts for housekeeping staff.
- (d) Parking. The Concessioner will prohibit its employees from parking personal vehicles in close proximity to the main entrances of Concessioner Facilities.
- (e) Vehicle Washing. The Concessioner must wash all its vehicles outside the Area.

F) Human Resources Management

- (1) *Employee Identification and Appearance*. The Concessioner must issue each employee an employee photo identification card that includes, at a minimum, his or

her name and an expiration date. The Concessioner will collect these identification cards upon termination of employment or at the end of the season for seasonal employees. All employees must wear standardized clothing with a personal nametag, and be neat and clean in appearance. Employees will project a hospitable, friendly, helpful, positive attitude, and be capable and willing to answer visitors' questions and provide visitor assistance.

- (2) *Employee Conduct.* The Concessioner will review the conduct of any of its employees whose actions or activities are considered by the Service or Concessioner to be inconsistent with the proper administration of the Area and enjoyment and protection of visitors. The Concessioner will take all actions needed to fully correct any such situation.
- (3) *Transportation of Employees.* The Concessioner must develop and submit to the Service within 90 days of effective date of the Contract a written policy that describes how the Concessioner will transport out of the Area, and to public transportation, any concession employee (and their personal property) who has been terminated. The policy will also describe how the Concessioner will transport employees to and from a medical facility.
- (4) *Employee Hiring Procedures*
 - (a) Staffing Requirements. The Concessioner must hire a sufficient number of employees to ensure high-quality visitor services and facility maintenance. The Concessioner must hire and train full-time, year-round maintenance staff and including at least one full-time, year-round positions employee to administer and update the CMMS.
 - (b) Work Schedule. The Concessioner will offer its employees a full workweek whenever possible. Prior to employment, the Concessioner will inform employees of salary, schedules, holiday pay, overtime requirements, and any possibility that less-than-full-time employment may occur during slow periods.
 - (c) Drug-free Awareness and Testing Program. The Concessioner will provide its employees with a statement of its policies regarding drug and alcohol abuse, and conduct educational program(s) for its employees to deter drug and alcohol abuse.
 - The Concessioner must establish an appropriate employee drug-testing program.
 - The Concessioner must require any employee who is in a safety-sensitive position such as an equipment operator, or security-sensitive position such as one with access to room keys, to participate, as appropriate, in pre-employment and random drug testing.
 - The Concessioner must provide the Concessions Management Office with a written summary of drug testing activity twice yearly: June 30th and October 30th.
 - Should the Concessioner become aware of illegal drug use or possession, the Concessioner must promptly report it to the appropriate District Ranger or the Service Communications Center.
 - (d) Background Checks. The Concessioner must establish hiring policies that include appropriate background reviews of applicants for employment. The Concessioner must submit these policies for the review and approval of the Superintendent within

90 days following the effective date of the Contract. If the Concessioner amends these policies substantively, it must submit the amendment for the review and approval of the Superintendent. The Concessioner must review employee backgrounds to determine if there are past criminal convictions or pending criminal charges prior to hiring new employees. The Concessioner will make appropriate hiring decisions in consideration of the information obtained.

(e) Employment of Service Employees or their Family Members.

- The Concessioner may not employ in any status a Service employee, his/her spouse, or his/her dependent child without prior Superintendent written approval. Potential employees who meet this description must submit a written request to the Service, as found in an Attachment to this Operating Plan. The Concessioner will retain the approved request as part of the employee's personnel file.
- The Concessioner may not employ in any status the following: the Superintendent, Deputy Superintendent, Concessions Management staff, Risk Management Officer, Chief or District Ranger, Public Health Service Consultant, or their spouses or dependent children:.

(5) Training: The Concessioner will provide appropriate training as follows:

(a) Manuals. The Concessioner must develop written training materials for its employees and submit for Superintendent review and comment.

(b) Job Training. The Concessioner must provide appropriate job training to each employee prior to duty assignments and working with the public. Training will include the following in addition to job-specific skills:

- Service Concession Management. The Concessioner must orient its managers to Service evaluation and rate policies, as outlined in the Concession Management Guidelines.
- Customer Service. The Concessioner must provide customer service and hospitality training for employees who have direct visitor contact and develop a quality control program to ensure that employees provide high levels of service to guests.
- Resource and Informational Training. The Concessioner must provide training for all employees who provide interpretive, resource management, and safety information.
- Sanitation Training. The Concessioner must provide sanitation training to food service personnel at the start of their employment in a food service facility and as needed to comply with Applicable Laws, including without limitation the current edition of the Food Code as published by the U.S. Food and Drug Administration.
- Safety Training. The Concessioner must train its employees annually according to the training requirements in its Risk Management Plan.
- Environmental Training. The Concessioner must provide environmental training to all employees according to its Environmental Management Program.

- (c) Orientation. The Concessioner must provide orientation and training for its employees.
- The Concessioner must inform employees of Service regulations and requirements that affect their employment and activities while working and residing within the Area.
 - The Concessioner must orient its employees to the resources of the Area, including potential safety hazards and their mitigation. This will include information on hazards employees may encounter on their time off.
 - The Concessioner must emphasize to its employees that the feeding of wildlife, including improper trash or food management within the Area is prohibited and that employees may be cited for these actions.
 - The Concessioner's employee orientation training program must be on-going, allowing employees to become experts on many aspects of the Area beyond orientation or specific job operations. Examples of topics to address include: hiking information, including routes and safety; other facilities and services available in addition to those of the Concessioner; geology, flora, and fauna; and history of the Area.
 - The Concessioner must work with a qualified training provider to provide a training program with a specific focus on National Park Service mission orientation, critical program knowledge and practices, with special emphasis on park and resource management. This training will be available to all Concessioner managers.
 - The Concessioner may request NPS staff to present certain topics of interest.
 - The Concessioner must inform its employees of Service regulations and policies through employee orientation, newsletters, and official advisories and notices provided by the Concessioner or the Service.
- (d) Interpretive Training. The Service may provide interpretive skills training for all employees who provide interpretive and safety orientation information and services. The Concessioner must require such staff to attend this training. The Concessioner must work closely with the Concessions Management Office and Service Interpretive staff to develop and improve the methods of preparing and presenting effective interpretive information. The Service evaluates interpretive visitor services to ensure appropriateness, accuracy, and their relationship to Area interpretive themes. The Concessioner must submit all materials it plans to use in presentations and printed material for the review and approval of the Superintendent.
- (e) Maintenance Training. The Concessioner must provide periodic skills training for its maintenance staff. Topics may include historical restoration techniques and skills training based on the areas that will benefit the skill level of the staff. The Concessioner must work with a qualified training provider to serve as a resource and assist in delivering training programs for the Concessioner's maintenance staff.
- (f) Employee Handbook. The Concessioner must develop and provide all employees with an employee handbook articulating the policies and regulations of the Concessioner and the Service. The Concessioner will provide its draft employee handbook to the Service within 90 days after Contract effective date, for review prior

to distribution to employees. The Concessioner will submit revisions to the Service for review prior to distribution with modifications highlighted.

G) Employee Medical Services

- (1) Non-emergency medical treatment is available within the local communities. The Service provides limited emergency medical services.
- (2) The Concessioner must provide staff trained in first aid, CPR, and the use of an AED to serve employees and guests.

H) Other Employee Services

- (1) *Employee Recreation Program*: The Concessioner must develop and support an employee recreation program that includes a variety of appropriate in park and out of park recreational activities for its employees.

- (2) *Volunteers in the Park (VIP) Program*

Employees may participate in the National Park Service's Volunteers in Parks (VIP) program. More information on the VIP program is available at <http://www.nps.gov/volunteer/>.

I) Risk Management

- (1) The Concessioner must develop and maintain a Risk Management Plan. The Concessioner will make an initial submittal and request for acceptance of this plan to the Service within 120 days after the Contract's effective date, and will submit any revisions by November 30th of each following year thereafter. The program will include, at a minimum, the following components:
 - (a) How the policy will be made available to the Concessioner's staff.
 - (b) The name of the Concessioner's local safety and health official.
 - (c) How the Concessioner's management team and staff will be held accountable for carrying out the risk management program.
 - (d) How the Concessioner will ensure that adequate funding is available to support the program.
 - (e) An annual update of the Concessioner's risk management goals and objectives.
 - (f) Annual inspection schedules and the method for ensuring that the inspections are conducted.
 - (g) The Concessioner's method for ensuring that qualified individuals are capable of recognizing and evaluating hazards.
 - (h) The Concessioner's records management plan for risk management (e.g.: training, inspection and accident/injury records).
 - (i) How deficiencies will be classified (examples) and the hazard abatement schedule for deficiencies classified as:
 - Imminent danger
 - Serious hazard

- Non-serious hazard
- (j) The Concessioner's procedures for recording, reporting and investigating employee and guest injuries.
- (k) How the Concessioner will promote safety awareness for guests.
- (l) The Concessioner's risk management training plan for employees.
- (m) The Concessioner's emergency procedures. This includes identifying probable occurrences, coordinating with plans developed by the Service for the Area, and identifying how the Concessioner's staff will be trained to implement the plans.
- (2) *Emergency Response*. The Concessioner will provide plans and procedures, equipment and training to employees to effectively respond to releases of hazardous substances for stopping the release in accordance with Applicable Laws. These may include, as appropriate, an Emergency Action Plan, Emergency Response Plan, and Spill Prevention Control and Countermeasure Plan. Training and emergency response equipment will be provided as appropriate and will be maintained in good condition. These plans will be provided to the Service, if requested, to be consistent with each other and integrated with Service emergency response plans.

J) **Environmental Management**

- (1) The Concessioner must prepare an Environmental Management Program ("EMP") in accordance with Section 6 of the Contract.
- (2) The Concessioner must hire and train full-time, year-round maintenance staff including at least one full-time, year-round employee to administer and update the CMMS. The Concessioner must have a dedicated, full time, on-site Environmental Manager.
- (3) The Environmental Manager will have the following minimum qualifications:
 - (a) Bachelor's Degree with an emphasis in Environmental education and/or equivalent in experience.
 - (b) 2 –5 years Environmental management and/or environmental education experience.
 - (c) Ability to direct and maintain all DNC environmental compliance and programs, including recycling and reuse programs
 - (d) Ability to implement GreenPath®, the environmental management system for the Park
 - (e) Ability to develop, review, measure and report environmental performance for the Park operations working with the management team, to implement recommendations for continuous improvement
 - (f) Ability to ensure compliance with all environmental standards and evaluate positive and negative environmental impact on the concession facilities
 - (g) Working knowledge of National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA) and Directors Orders 12 and 28

4) UTILITIES (ALSO SEE THE MAINTENANCE PLAN)

A) Concessioner

- (1) The Concessioner must contract with independent suppliers to provide utility services not provided by the Service. The Concessioner must pay these suppliers directly.
- (2) The Concessioner must promptly pay for electricity, fuel, refuse collection, telephone, sewage disposal, water or any other utility or services whether provided by governmental authority, public or community service company.
- (3) The Concessioner must encourage conservation of energy, water, and other resources through policies, programs, goals and metrics.

B) National Park Service

- (1) The Service provides water, wastewater disposal, and may provide solid waste disposal at certain locations (please see the Maintenance Plan for additional information). The Service charges for these services in accordance with current regulations and policies.
- (2) The Service reviews its operating costs for utility systems and services annually and notifies the Concessioner in writing of the rates for the upcoming year effective January 1 of each year.
- (3) The Service may cease to provide a particular utility service if such service is commercially available and the Service deems it in the public interest to switch to a commercial utility.

5) PROTECTION AND SECURITY**A) Concessioner Security Personnel**

- (1) *Security.* During the operating season, the Concessioner must provide security personnel to handle in-house employee issues and to check Concession Facilities for security purposes on a 24-hour, 7-day per week schedule. Concessioner-employed security personnel will enforce the Concessioner's employee policies and housing regulations. This function may be handled as a collateral duty by the Concessioner's staff; however, the security function will be their priority duty.
- (2) *Reporting of Criminal Violation.* The Concessioner must implement standard operating procedures that result in the immediate reporting, by phone call, of all suspected and known criminal violations to the Dispatch Center at 1-800-732-0911, 24 hours a day and 7 days a week .
- (3) *Authority.* Concessioner-employed security personnel have only the authority of private citizens in their interaction with Area visitors and employees. They have no authority to take law enforcement action or to carry firearms.

B) National Park Service

- (1) *Authority.* The Service has exclusive jurisdiction within the Area, including law enforcement, search and rescue, emergency medical services, public health, and structural fire.

- (2) The Service provides resource, employee, and visitor protection. The Service may conduct law enforcement patrols within the Concession Facilities.
- (3) The Service provides law enforcement services for issues that extend beyond the appropriate duties of Concessioner security personnel.
- (4) The Service handles violations of federal, and adopted state and county laws, including the serving or execution of civil process.

C) Fire Protection.

- (1) Fire prevention, protection, and suppression are primary considerations at all facilities.
- (2) *Concessioner*
 - (a) The Concessioner is responsible for fire prevention and protection within its Concession Facilities. The Concessioner must operate and maintain fire detection and suppression equipment in accordance with applicable National Fire Protection Association standards and Service policies and guidelines, including but not limited to DO 58.
 - (b) The Concessioner must employ a “no tolerance” policy and immediately terminate any employee found to have tampered with smoke or heat detectors, fire suppression systems, or fire extinguishers.
 - (c) The Concessioner must ensure that all buildings, facilities, and support equipment within Concession Facilities, including fire escapes and exits, meet or exceed NFPA National Fire Codes, including NFPA Life Safety Code unless the Service approves specific variances or waivers in writing.
 - (d) The Concessioner must maintain its fire detection, initiating, alarm and notification systems and equipment, and its fixed and portable fire suppression systems and equipment, in good operating condition at all times, and in accordance with manufacturers’ instructions and applicable standards.
 - (e) The Concessioner must post a fire or emergency exit plan in each of its buildings.
 - (f) The Concessioner must test its battery-powered fire alarms, egress lighting, and smoke detectors monthly and replace batteries annually.
 - (g) The Concessioner will ensure that a trained employee is available 24 hours a day, 7 days a week during the operating season to respond to alarms and fires at the Concession Facilities at Big Meadows, Skyland and Lewis Mountain. Training will include use of fire extinguishers, evacuation procedures, and assessing incidents so the appropriate resources can be deployed.
- (3) *Service*
 - (a) The Service provides incident command for emergencies. Local communities outside of the park provide structural fire response.

D) Emergency Medical Care

- (1) *Emergency Medical Care.* The Service provides emergency response medical services in addition to emergency services provided by local communities outside of the park boundary.

(2) *Training*

- (a) The Concessioner will ensure that key employees attend emergency medical training, including CPR/AED, and first aid courses. All security personnel must be certified to perform CPR, operate AEDs, and provide basic first aid.
- (b) The Concessioner must train all concession employees to use proper emergency reporting procedures and to provide essential information, e.g., a call back number at their location. The Service Communications Center will dispatch rangers and emergency personnel as appropriate.
- (3) *Reporting Medical Emergencies.* All medical emergencies must be called to 1-800-732-0911.
- (4) *Automated External Defibrillator.* The Concessioner will provide automated external defibrillators (AEDs) at Concession Facilities. At a minimum, AEDs will be located at Elkwallow Wayside, Skyland, Big Meadows Wayside, Big Meadows Lodge, Lewis Mountain Campstore, and the Loft Mountain Wayside.

6) PUBLIC RELATIONS

A) Required Notices

The Concessioner must prominently post the following notice at all Concessioner cash registers and payment areas:

“This service is operated by (Concessioner’s name), a Concessioner under contract with the U.S. Government and administered by the National Park Service. The Concessioner is responsible for conducting these operations in a satisfactory manner. Please address comments to:

Superintendent
Shenandoah National Park
3655 U.S. Highway 211 East
Luray, Virginia 20835

B) Public Statements

The Concessioner must forward all Park related media inquiries concerning operations within the Area to the Service’s Public Affairs Office.

C) Advertisements and Promotional Material

(1) *Promotional Material*

- (a) Approval. The Concessioner will submit any new or updated promotional material, including websites, to the Service for review and approval, at least 14 days prior to publication, distribution, broadcast, etc. More complex material may require a longer review period and more NPS staff time. The Concessioner should consider the additional review time required in scheduling release schedules for promotional material reviews.
- (b) The Superintendent may require the Concessioner to remove any unapproved promotional material.

- (c) Promotional material distributed within the Area may promote only services and facilities within the Area, unless the Superintendent approves exceptions.
 - (d) Promotional material relating to services or facilities available outside the Area may be permitted, with prior approval of the Superintendent. Any material promoting activities or facilities outside the Area must also contain a disclaimer within the text that the Service neither approves nor endorses the services or facilities outside of the Area.
 - (e) The Concessioner may not derive income from advertisements of services or facilities outside the Area.
 - (f) The Concessioner must use at least 6% of its total lodging revenues to fund sales and marketing efforts for the operations within the Area.
 - (g) The Concessioner must use a DC Metro-based public relations firm to generate publicity, especially within the target markets of Northern Virginia, Greater DC Metro, and Richmond, VA.
- (2) *Statements in Promotional Materials*
- (a) Authorization. Advertisements for the Concessioner must include a statement that the National Park Service and the Department of the Interior authorize the Concessioner to serve the public in Shenandoah National Park.
 - (b) Equal Opportunity. Advertisements for employment must state that the Concessioner is an equal opportunity employer.

7) SPECIFIC OPERATING STANDARDS AND REQUIREMENTS

The Concessioner must provide all services in a consistent, safe and healthy, environmentally-sensitive, and high quality manner. Standards provided by current Service Concession Management Guidelines are service minimums. The Concessioner must monitor and evaluate its operations to ensure that they meet quality standards established for each operation.

A) **Lodging**

- (1) *General*. The Concessioner must provide clean, well-maintained overnight accommodations. The Concessioner will coordinate improvements to rooms and furnishings with the Service. Such furnishings, bedspreads, pictures, draperies, etc. must express an Area theme with sensitivity to historic preservation and décor where appropriate. The Concessioner must obtain prior written Service approval before implementation of improvements or changes.
- (2) *Classification Standards*. The Concessioner facilities at Skyland and Big Meadows Lodge generally match the industry definition of midscale based on the predominant lodging type at the two properties. Public areas will meet an industry midscale standard. Individual room and cabin classifications range from basic to upscale. The Concessioner cabins at Lewis Mountain generally match the industry definition for basic lodging. It should be noted that the Service is currently developing service classifications and is updating its service standards based on industry guidelines and

Service specific objectives and requirements. These standards are generally consistent with AAA standards and will be applied when they are finalized.

(3) *Service Specific Standards*

The following Service specific standards apply in addition to the generally matching industry standards:

- (a) Telephone Service. Guests must have easy 24-hour access to outgoing phone service. The Concessioner will provide house phones at each lodge that allow for communication with the front/registration desk 24 hours a day and 7 days per week. The Concessioner must answer guests' calls promptly.
- (b) Guest Room Security. Each guest unit door and connecting door must have a working, secure lock and back-up device such as a door chain. Room keys will have a flashlight attached for additional safety.
- (c) Information Packet. In each guest room, the Concessioner will provide information outlining facilities and amenities available throughout the Area and region and interpretive information. The information packet is subject to the approval of the Superintendent.
- (d) Cribs and Rollaways. The Concessioner must have a sufficient quantity of cribs and rollaways available upon request. Cribs must comply with federal safety guidelines outlined by the United States Consumer Product Safety Commission. Information relating to these guidelines is at <http://cpsc.gov/>.
- (e) Housekeeping. At a minimum, the Concessioner must thoroughly clean each guest unit daily, using environmentally sensitive cleaning products where practicable, with complete bed and bath linens changed between stays and daily maid service for multiple-night stays. The Concessioner must provide fresh linens and bathroom supplies upon request; however, the Concessioner must encourage linen reuse during a guest's stay. The Concessioner's supervisory housekeepers must inspect a representative sample of rooms in each room type each day.
- (f) Guest Room Check-in/Check-out: The Concessioner will provide express check-in to groups and provide an express check-out option to all guests.
- (g) Common Areas: The Concessioner must offer daily complimentary coffee, tea, and hot chocolate with cookies. The Concessioner also must provide a lending library with books and games.
- (h) The Concessioner must apply for and obtain Green Key Certification for all lodges in the Area with a minimum of four key operational areas.
- (i) Other: The Concessioner must allow visitors to order box lunches at the lodging front desks. The Concessioner must provide a scavenger hunt children's game at the lodges for a prize.
- (j) The Concessioner will consider working with the Service to participate in a guest donor program to benefit Area programs.

(4) *Room Condition*

- (a) Showers. The Concessioner must provide shower or tub curtains that are un-torn, clean, free of mildew, and of sufficient length and width to prevent water from

- flowing onto the floor. Other types of enclosures (i.e., hinged and sliding doors) must meet the above criteria and be in good working order.
- (b) Floors, Walls and Ceilings. The Concessioner must keep floors and floor coverings intact, clean, and free of litter. Vinyl floor coverings must be highly polished, free of cracks, chips, or other signs of wear. Masonry tile grouting must be in good repair and clean. Wood floors must be painted or well-sealed. Area rugs must be treated to prevent slipping. Walls, ceilings and windows must be clean. Windows must open easily and have proper, operating locks.
 - (c) The Concessioner must keep all surfaces, including tile and grout, free of mold and mildew.
 - (d) Guest linens will include a mattress pad, pillows, two sheets per bed (including a fitted sheet), one blanket per bed, and one bedspread. All linen must be free of stains, rips, or excessive wear and tear. An extra blanket must be available in each room in either the closet or bureau.
 - (e) Bathroom linens will be clean and in good condition. There must be at least one large bath towel, one hand towel, and one face cloth per person.
 - (f) Amenities must include a soap dispenser, wastebasket, two rolls of toilet tissue, one box of facial tissue, four glasses (plastic acceptable), ice bucket, plastic bag liner for ice bucket. The Concessioner may either provide individual containers for soap, conditioner and shampoo or provide bulk dispensers. Hair dryers must be available in all guest bathrooms with outlets.
 - (g) The Concessioner must provide an alarm clock in each room.
 - (h) The Concessioner must provide irons and ironing boards on request at the front desk. Irons must be equipped with automatic shut-offs. Irons and ironing boards may be provided in guest rooms if there is sufficient space.
 - (i) Complimentary toiletries, including toothbrushes, toothpaste, sewing kits, etc. must be available upon request at the front desk or from housekeeping.
 - (j) At least eight non-removable wooden hangers must be available in each room.
 - (k) The Concessioner must provide front desk operations 24 hours a day at Skyland and Big Meadows Lodge. At Lewis Mountain, the Concessioner must have a Concession employee at that location for guests to contact 24 hours a day.
 - (l) The Concessioner will inform guests that cooking is prohibited in or near lodging units and will enforce this prohibition.

B) Food and Beverage Service

- (1) *General*
 - (a) Management. The Concessioner must ensure that a manager or other key personnel are visible in the food service outlets during all operating hours.
 - (b) Management System. The Concessioner will demonstrate its commitment to visitor safety by planning for safe food storage, handling and preparation. The Concessioner must document its compliance with public health standard operating procedures, processes, personnel responsibilities, and training in a formal food safety management plan or incorporated into existing plans.

responsible practices of serving and selling alcoholic beverages, to recognize persons who should not be served or sold alcohol beverages.

(j) Healthy and Sustainable Food Guidelines

- The Concessioner is expected, when feasible, to make efforts to integrate healthy and sustainable concepts into Food and Beverage operations, some of which are outlined below. The following specific guidelines apply:
 - ◆ Produce: Certified organic by a recognized organization (USDA Certified Organic preferable). Locally-grown within 400-miles of the Area, as defined in H.R.2419, the Consolidated Farm and Rural Development Act" Notwithstanding the foregoing, the Concessioner agrees to use produce locally-grown within 200 miles of the Area.
 - ◆ Meat/Poultry: No added hormones (e.g. bovine growth hormone), genetically modified organisms (GMOs), or antibiotics used in production. Humanely produced and locally-produced desirable. Organic desirable.
 - ◆ Dairy: USDA Certified Organic. Locally-produced. Humanely-produced.
 - ◆ Seafood: Seafood options should concentrate on environmentally preferable (e.g. Monterey Bay Aquarium Seafood Watch) species.
 - ◆ Chocolate/Coffee/Tea: 100% will be Fair Trade (Certified by "Trade Fair USA"). Shade grown is preferable.
 - ◆ Other: Products containing artificial trans fats will be minimized. Products containing high fructose corn syrup will be minimized in foods; healthy choices will be provided as alternatives to beverages that contain this product. The amount of menu items typically cooked in oil will be reduced by 50% .
 - ◆ Water: Tap or filtered water should be provided in reusable containers for guests (i.e. water pitchers, water dispensers and glasses.)
 - ◆ Menus: Healthy and sustainable options shall be identified on the menus. To the extent feasible and appropriate, and consistent with healthy and sustainable food guidelines adopted by the Service, nutritional and other information on the health and sustainability of the offerings should be provided on the menus. The Concessioner must offer menu substitutions for side dishes to provide healthier options and nutritional information for each side dish.
 - ◆ Food Service Waste Reduction:
 - Visitor Service: To the extent feasible and appropriate, food products will have minimal packaging and/or use recycled packaging. Disposable serveware and packaging will be made of recycled material with a high post-consumer content. Where food is served to-go, programs will be instituted to maximize the use of compostable disposable serveware and recyclable packaging. Compostable food waste and disposable serveware will be composted at a location outside of the Area with a goal of diverting 100% of the organic waste from the food service operation from the landfill.

- Vendors: The Concessioner will work with vendors to provide minimal packaging, return pallets when feasible or donate to local business, reuse packing peanuts and boxes or the Concessioner will use 100% post consumer content material.

C) Retail

- (1) *General* The Concessioner must provide clean, well-maintained retail facilities in accordance with the Concessioner's Merchandise Plan, consistent with the Area theme and sensitive to historic preservation and décor where appropriate.
- (2) *Classification and Standards* The NPS is currently updating its service standards based on industry guidelines and Service-specific objectives and requirements. These will include separate requirements for retail, convenience and grocery stores. Until that time the Concessioner retail facilities will conform to current Service merchandise standards, the Concessioner's Merchandise Plan and any specific requirements defined in this Operating Plan.
- (3) *Gift Shop Mission Statement* The Concessioner must adhere to the "Gift Shop Mission Statement," once it has been developed by the Area.
- (4) *Concessioner's Merchandise Plan* The Concessioner will develop and implement a merchandise plan that incorporates the Area's interpretive themes (as outlined in the Comprehensive Interpretive Plan), Service guidelines and Service standards, environmental issues, and educational themes. The Comprehensive Interpretive Plan is included as an Appendix to the Prospectus.
 - (a) The Concessioner's merchandise plan is a handbook for implementing Service guidelines, including without limitation the Gift Shop Mission Statement. It is a concrete set of steps to achieving the business goals of the Concessioner as well as meeting these more abstract standards. It may also serve as a useful training tool for concession employees.
 - (b) The Concessioner must submit its merchandise plan to the Service for review and approval no later than 120 days after Contract effective date, and will revise it as necessary. It will address the following:
 - Making environmentally preferred products available for sale to Area visitors where economically and technically feasible and appropriate.
 - The Concessioner's approach to integrating pollution prevention and waste-reduction objectives and strategies into its sales operation. The Concessioner must use various sizes of bags to appropriately fit the purchased item. The Concessioner will encourage the purchase of reusable bags.
 - The Concessioner's approach to sales mix and types of merchandise.
 - Display standards and stocking requirements.
 - The Concessioner's approach to purchasing and stocking gifts, souvenirs, and convenience items.
 - 100% of the retail environment will feature interpretive messages and merchandise concepts linking the store and its products to the park significance.

- Creating interpretive zones in each retail location to tell a variety of stories and display the supporting products more effectively
 - Creating a wildlife protection merchandise program to support minimizing human/wildlife contact. The “Oh Deer!” program will include displays and various products highlighting the deer in the park and messaging that encourages visitor behavior to protect the deer.
 - Implementing a Hike Smart display area to help visitors prepare with the right gear and information to be safe and leave no trace.
 - Providing interpretive media: GPS tour guides, smart phone Apps for hiking trails, and QR codes that link to online interpretive content.
- (5) *Items to Be Sold.* The gift shop must offer items that have a direct relationship to the Area, its history, and other related natural, cultural topics or related to appropriate visitor activities. The Concessioner must dedicate at least 20% of retail space to unique and handmade items sourced locally. The Concessioner must sell Virginia State fishing licenses at Big Meadows Wayside and may sell them at other locations.
- (6) *Buy American Program.* U.S. manufactured items are preferred over imported items in retail establishments. The Concessioner will feature a minimum of 60% of the retail products as Made in the USA.
- (7) *Range of Merchandise.* The Concessioner must provide a range of merchandise at a range of price points.
- (8) *Labeling and Certification*
- (a) The Concessioner must mark all merchandise with a selling price, point of origin, or other identification as available if this information is not already included on the item.
- (b) Informational Tags. Wherever appropriate, informational tags attached to the items will show their relationship to Area interpretive themes.
- (c) Natural Product Labeling. The Concessioner must label merchandise made from natural products to disclose that the product was obtained from legally authorized sources outside of the Area and not from rare, threatened, or endangered species.
- (9) *American Indian Handicrafts*
- (a) The Concessioner must ensure that all American Indian Handicrafts have appropriate certification, in accordance with all Applicable Laws and Regulations, including: Indian Arts and Crafts Act of 1990, 25 U.S.C. 305 (attached).
- (b) The Concessioner must maintain adequate records to verify the adjustments made to gross receipts related to the sale of American Indian Handicrafts. These records will provide verification of actual sales through use of a separate cash register key or a similar system. The Concessioner must maintain and provide for review, upon the request of the Superintendent, certification of authenticity of all American Indian Handicrafts for which an exception to franchise fee is claimed. The Concessioner must submit procedures to meet this requirement upon request of the Superintendent.
- (c) The Concessioner must label American Indian handicrafts items as such.
- (10) *Gifts and Souvenirs*

- (a) The Concessioner must provide visitors with opportunities to buy memorabilia while obtaining information or educational messages related to Area resources.
- (b) The Concessioner must prominently display items of Area interpretive value and general value in environmental and cultural education.
- (c) The Concessioner must work with the Service to implement additional themes as appropriate.

(11) *Convenience Items*

- (a) The camper stores will stock a variety of commonly needed food, beverages, supplies and clothing for campers, hikers and backpackers. The Concessioner may also sell limited curios and souvenirs at the camper store as agreed upon with the Service.
- (b) The gift shop may stock convenience items such as feminine products, sunscreen, lip balm, analgesics, etc.
- (c) Concessioner will sell reusable BPA free bottles and provide a water filling station near the entry to all retail stores. The design and location of the water filling stations require Service approval.
- (d) The Concessioner must request and receive permission from the Service for any sale of insecticides or pesticides that are not intended for personal use.

(12) *Items not to be Sold or Displayed*

- (a) The Superintendent may review and approve all merchandise sold in the Area. The Superintendent may exercise his or her discretion to determine that certain items may be inappropriate and unacceptable for sale.
- (b) The Concessioner may not sell or display the following:
 - Articles that persons of normal taste or sensitivity might consider obscene, offensive, profane, and items that reflect a lack of concern for the environment or culture.
 - Archeological specimens or objects of American Indian origin over 100 years old regardless of origin.
 - Plant materials and other natural materials if obtained from units of the National Park System.
 - Petrified wood.
 - Animal skins, taxidermy specimens, etc., containing parts from threatened or endangered species. Such items must not be incorporated into merchandise or used in displays.
 - Gifts and souvenirs which are commonly found outside the Area that do not relate to identified Area themes.
 - Toy guns.
 - Items that may, by their nature, encourage violation of Service and Area regulations, i.e., collecting kits, peanuts, birdseed, wildflower or plant seeds, etc.
 - Junior Ranger Badges.

- The sale of water in single serve plastic bottles may be prohibited by the Service after water filling stations are made available to the public.

(13) *Facility and Merchandise Appearance*

- (a) Views from the exterior looking in must not be impeded by signs in windows or other obstructions with the exception of signs posting hours and rules of conduct within the facility. All signs advertising special promotions may appear only within the retail area or facility.
- (b) Floor areas must be clean and free of clutter. The Concessioner will carry out a routine cleaning program at a minimum of once per day, either before daily opening or at the end of the day, with special attention to all floors.
- (c) The Concessioner will maintain merchandise shelves and other glass areas (e.g., store windows) in good condition, free of dust and fingerprints.
- (d) Safe displays The Concessioner will ensure that products that might present safety or security concerns for children are stored or displayed in areas that are not within easy reach and can be easily monitored or controlled by an employee. Displays must not be top-heavy. The Concessioner must pay special attention to the appropriateness of merchandise near checkout areas.
- (e) All merchandise must be undamaged, rotated on a regular basis, and checked for cleanliness.
- (f) Accessibility Store aisles must be wide enough to accommodate wheelchairs and walkers.
- (g) Storage The Concessioner must keep storage areas neat and clean and, to the extent possible, out of visitors' view.
- (h) Vendors: The Concessioner will work with vendors to provide minimal packaging, return pallets when feasible or donate to local business, reuse packing peanuts and boxes or the Concessioner will use 100% post consumer content material.

D) Horseback Riding and Carriage Rides

(1) *Required Rides*

- (a) The Concessioner must provide one-hour trail rides between the Skyland Stable and the turnaround on the White Oak Fire Road approximately 1 mile north of the Limberlost parking lot. These will be offered daily during the peak season and may be offered less frequently during the shoulder seasons.
- (b) The Concessioner must provide an approximately 2.5 hour trail ride between the Skyland Stables and White Oak Falls. This ride will follow the White Oak Fire Road and the White Oak Horse Trail. These will be offered daily during the peak season and may be offered less frequently during the shoulder seasons.
- (c) The Concessioner must provide pony rides at Skyland Stables.
- (d) No all-day or overnight rides are authorized.

(2) *Authorized Rides*

- (a) Pony rides at locations other than Skyland Stables may be authorized with prior approval by the Superintendent.

- (b) Wagon rides may be authorized with prior approval of the Superintendent
- (3) *Requirements*
- (a) Maximum Number of Horses - The Concessioner must stable no more than 30 horses at Skyland for use in the trail ride operation and 2 ponies for the pony rides.
- (b) Number of Horses per Ride - The maximum number of horses per ride for trail rides is 8 plus the wranglers' horses.
- (c) Number of Riders per Horse - The Concessioner must not allow more than one person on each horse.
- (d) Trail Restrictions – The Concessioner must keep the horses on the established trails. Off trail rides are not permitted.
- (e) Manure Disposal and Collection – See the Maintenance Plan (Exhibit H) for this information.
- (f) Opening and Closing of Trails
- The Concessioner will not use any Area trails when they are soft, muddy or unstable.
 - Prior to the operating season, the Concessioner will coordinate with the Concessions Management Office to ensure trails are dry enough for horse use.
- (g) Weed Free Hay and Feed – The Concessioner must provide regionally certified weed-free hay. Currently, the regional standard is that hay and feed be free of noxious weeds including Johnson grass, purple loosestrife, European wand loosestrife, plumless thistle, curled thistle, musk thistle, autumn olive, kudzu, and multiflora rose.
- (4) *Concessioner's Operating Procedures* – The Concessioner must provide the Service with a copy of its operating procedure for trail rides. At a minimum, the Concessioner must provide the following information:
- (a) Rider qualifications and restrictions (height, weight and age restrictions)
- (b) Wrangler qualifications – At a minimum, wranglers must be experienced in horse care and be proficient riders.
- (c) Emergency Procedures – Emergency procedures while on the trail (the minimum emergency medical training levels will be Standard First Aid and CPR with current certifications) and first aid kit requirements
- (d) Stable practices (tack inspection procedures, routine and emergency medical care for stock, procedures for ensuring and monitoring proper hydration on hot days, guidelines for removing stock from service, turnout area maintenance, preventing wildlife interactions, etc.).
- (5) *Interpretation* The Concessioner must provide interpretation of Area history and natural resources. The interpretive guidelines must be submitted to the Superintendent for review and approval.
- (6) *Stock and Tack and Other Equipment* – At a minimum, the Concessioner must:
- (a) Keep current health records and immunization records for each horse in the Area and make them available for inspection by the Service upon request. If an animal has an

infectious disease, the Concessioner must notify the Concessions Management Office immediately.

- (b) Maintain all equipment/tack in a safe, operable and clean condition and establish procedures for evaluating equipment/tack condition and properly maintaining it.
- (c) Make helmets available for any rider desiring to wear one. Helmets must be in good condition and available in a range of sizes and must be kept clean.
- (d) Keep horses used on trail rides groomed and clean their hoofs daily. Grooming is defined as removal of all burrs, dirt, and manure that might create sore spots on the horses' skin.
- (e) Select stock on the basis of good health, good appearance, and mild disposition.
- (f) Remove from use any animals with a temperamental or unsafe disposition.
- (g) Remove from use any animals suffering from illness, injury, or an unsightly but not disabling condition.
- (h) Remove dead horses as soon as possible, not to exceed 24 hours, at the Concessioner's expense.

E) Showers and Laundry

- (1) The Concessioner must maintain the showers and laundry in clean, sanitary condition and in accordance with current Service standards for public showers and laundries. The Concessioner must clean restrooms and showers according to a posted schedule at least every three hours, or more often if needed to ensure cleanliness.
- (2) Shower enclosures and stalls must be well maintained and clean. Shower curtains must be of appropriate length and material. Water pressure and temperature will remain constant and be comfortable. The Concessioner will provide at least two clothing hooks in each stall. Each shower stall will have an accompanying mirror.
- (3) The Concessioner must maintain laundry facilities and equipment in good working order and repair malfunctioning equipment within 2 business days of identifying a problem. The Concessioner must replace equipment on an appropriate cyclic basis with equipment featuring water and energy conservation features.
- (4) The camper stores and laundry and shower facilities must sell individually sized laundry detergent, powdered bleach, and other laundry related supplies (as approved).
- (5) If the Concessioner does not assign a full-time attendant to the shower and laundry, the Concessioner must provide a change machine in good working order.
- (6) The Concessioner will not provide video games or other game machines at the shower and laundry. The Concessioner must provide a seating area that is conducive to rest and relaxation, and employ some space for interpretive/educational messages. The Service encourages showing of videos with Area information, which may be the same videos the Concessioner offers for sale in its gift shops.

F) Guided Services.

- (1) The Concessioner may provide guided services as an authorized service at rates to be approved by the Service. Guided services include hiking, rock climbing, and interpretive activities subject to specific Service approval for each activity. Concession employees who serve as guides to visitors must be certified in CPR and first aid and must provide accurate and appropriate thematic programs on the Area.
- (2) Guides must attend interpretive training as made available by the Service.

G) Transportation

- (1) The Concessioner may provide transportation and tours to and from trailheads, between Service and Concessioner facilities, and between the Area and out of Area locations subject to specific Service approval for each type of activity as an authorized service at rates and on a schedule approved by the Service.

H) Automotive Services

- (1) The Concessioner will develop and maintain a Fuel Management Standard Operating Procedure (SOP) that defines operating practices for the system including monitoring methods, fuel loading procedures, fueling procedures, operator training, recordkeeping and reporting practices, and other appropriate procedures to meet these standards and Applicable Laws.
- (2) The Concessioner will sell three grades of unleaded gasoline at the service station.
- (3) The Concessioner must provide pay at the pump credit card service.
- (4) The Concessioner must provide emergency service for visitors within the land assignment subject to a Service-approved call-out rate. Emergency services include changing tires, lock out services, jump starts and emergency refueling.
- (5) The Service Station must stock and sell minimal auto supplies, including oil, coolant, windshield washer fluid, jumper cables, and cans of tire repair air/sealant. The Concessioner must also stock these items at the camper store.

I) Interpretive Services

- (1) *General.* The Concessioner will work with the Service to develop interpretive messages and programs. The Concessioner will explore a wide array of methods for conveying interpretive messages to visitors on Area-related themes and topics such as resource protection, appreciation of Area values, and Service goals.
- (2) *Comprehensive Communication Plan.* The Concessioner must develop a communication plan for visitors and staff that will include, but not be limited to: human/wildlife interaction messages at each venue and high visitation areas in the land assignment, multi-lingual messages with visual cues, and a green guide that describes environmental efforts and how visitors can help protect the park resources. The Concessioner must submit the plan for review and approval to the Service.
- (3) *Personal Interpretive Services.* Employees will demonstrate their knowledge of the significance of the Area's resources and history by providing accurate information and assistance to visitors.

- (4) *Non-Personal Interpretive Services.* This refers to the use of printed materials, computer websites, etc.
- (a) In retail, lodging, and food service facilities the Concessioner must include thematic messages on a variety of items, including hangtags, receipts, menus, placemats, paper cups, and comment cards. The Concessioner must submit these items for review and approval to the Concessions Management Office.
- (b) The Concessioner must provide appropriate locations within Concession Facilities, both interior and exterior, for Area interpretive, environmental, and safety messages.
- (c) Locations. The Concessioner must integrate Area interpretive themes into the interior decors at retail, lodging, and food service facilities.
- (d) Maps and Guides. The Concessioner will make Area information available at front desks at the Lodges and the camper store.
- (5) *Cooperation with Service Programs.* The Concessioner will cooperate with the Service in the presentation of Service interpretive programs in Concession Facilities.
- (6) *Cooperation with Other Programs:* The Concessioner must provide no less than \$100,000 to develop and implement a pilot environmental education program for local children in grades K-12 in partnership with a 501c3 non-profit organization or a similar organization. All programs and activities must be submitted for Service approval if they are to take place within Concession Facilities.

8) REPORTING REQUIREMENTS

A) **Concessioner Operational Reports**

The Concessioner will submit the following reports in addition to those set out in Sections 14 and 15 of the Contract. The Concessioner must provide the Service supporting documentation for all operational reports upon request.

The Concessioner will provide data electronically in Microsoft Office Word or Excel.

(1) *General*

- (a) Management Listing. Within 30 days after Contract execution, the Concessioner must provide the Service a list of its key management and supervisory personnel, with office and emergency phone numbers and email addresses for each. The Concessioner must update this list as it changes.
- (b) Incident Reports. The Concessioner must immediately report to the Area Communications Center (1-800-732-0911) the following:
 - Employee or visitor fatality.
 - Employee or visitor injuries requiring more than minor first aid treatment.
 - Personal and real property damage estimated to be over \$500.
 - Fires.
 - Incidents that adversely affect Area resources.
 - Known or suspected violations of the law.
 - Any motor vehicle accident resulting in property damage, personal injury or death.

- The Concessioner must include a summary of all incidents occurring during the month in its monthly operational performance report.
- (c) Human Illness. The Concessioner must promptly report any suspected outbreak of human illness, whether employee or guests, to the Area Concessions Management Office (540-999-3500, ext. 3471). If the Concessioner is unable to make contact with the Concessions Specialist (do not leave a message), the Concessioner must contact the Shenandoah Communications Center (540-999-2227). A suspected outbreak of human illness is three (3) or more persons with common symptoms that could be associated with water or food sources or other adverse environmental conditions, or an unexpected increase in human illnesses. Reportable symptoms of human illness include:
- Food related illness complaints
 - Gastrointestinal illness
- The following illnesses must also be reported:
- Illnesses carried by animals or insects such as Hantavirus, West Nile virus, Rocky Mountain Spotted Fever, Relapsing Fever, etc.
 - Communicable diseases
- The Concessioner must also fax or hand deliver a copy of Operating Plan Attachment B-2 – Reporting Human Illness, to the Area Concessions Management Office (540-999-3679) for the illnesses and diseases listed above. The Service will coordinate illness reviews with the Public Health Service Consultant.
- (d) Survey Response Data. The Concessioner must provide all customer satisfaction data collected by the Concessioner and third parties for the Concessioner to the Superintendent in summary form within 30 days of receipt. Upon request, the Concessioner will provide the Superintendent supplemental information that supports the summary provided.
- (e) Environmental Reports. In addition to the reporting requirements outlined in Section 6 of the Contract, the Concessioner will provide an Environmental Report that includes the following:
- The status of goals, policies, and procedures included in the EMP.
 - Status of corrective actions to address violations of Applicable Laws.
 - Resource use data including energy used (type and amount) and gas or other fuel such as propane used (type and amount)

(2) *Operational Performance Reports*

The Concessioner must maintain a management information system documenting visitor use patterns. The Concessioner must provide a monthly operational performance report to the Service by the 15th day of each following month, and an annual summary report prior to April 1 of the following year. The Concessioner must present the data electronically in a concise Excel spreadsheet format (.xls or .xlsx format). The report will include operational statistics and financial information for each activity as follows.

(a) Overnight Lodging

- Rooms available, rooms occupied and average daily room rate for all areas broken down by major areas (Skyland, Big Meadows and Lewis Mountain)
 - Market segmentation (e.g. individual leisure, tours, group, conference)
 - Total guest count
 - Average length of stay
 - Revenue per available room (REVPAR)
 - Turnaway demand for days during that month and reasons
 - Future booking pace (by month by facility)
- (b) Food and Beverage
- Number of covers served by breakfast, lunch, brunch, and dinner, and by outlet with corresponding revenues and average check
 - Number of banquet covers by breakfast, lunch, and dinner and corresponding revenues
- (c) Merchandising
- Gross revenue by outlet
 - Number of transactions by outlet
 - Revenue by merchandise category (e.g. American Indian handicrafts, gifts and souvenirs, grocery, apparel)
 - Average retail check
 - Transaction counts by month
- (d) Service Station
- Gross revenue by category (gas sales, merchandise)
 - Gallons sold by grade
 - Number of transactions
- (e) Other
- Vending revenue per month.
 - Guest telephone revenue if applicable.
 - Conference and special events (number of conferences and special events by location, date, and total revenue).
- (f) Employee Housing
- Number of employee housing beds available and occupied for all areas and by individual locations.
 - Number of permanent and seasonal employees on staff at end of month.

B) Concessioner Financial Reporting

In addition to the annual financial report (AFR) required in the Contract, the Concessioner must provide the following financial reports.

- (1) *Franchise Fee Payments.* The Concessioner will make payments due to the Service through electronic funds transfers via the U.S. Treasury Pre-Authorized Debit (PAD)

system. The Concessioner must submit a Monthly Financial Report electronically, in the form prescribed by the Service to the Superintendent, no later than the 15th day of each month, for the previous month (or on the next regular business day if the 15th falls on a weekend or on a federal holiday).

C) Summary of Initial and Recurring Due Dates

The following table summarizes the reporting responsibility of the Concessioner.

Table 3: Schedule of Reporting Due Dates

Title	Schedule	Due Date
<i>Initial Requirements</i>		
Merchandise Plan	Initial	120 days after Contract effective date
Environmental Management Program	Initial & Annually	60 days after Contract award
Balance Sheet	Initial	90 days after Contract execution or effective date, whichever is later.
Lost and Found Plan	Initial	To be determined
Abandoned Property SOP	Initial	90 days after Contract effective date
Vending Machine Location and Rates	Initial	90 days after Contract effective date
Housing Policy	Initial	90 days after Contract effective date
Employee Transportation Plan	Initial	90 days after Contract effective date
Background Checks/hiring policies	Initial	90 days after Contract effective date
Employee Handbook	Initial	90 days after Contract effective date
Food Safety Plan	Initial & Annually	120 days after Contract effective date November 30th
Risk Management Plan	Initial & Annually	120 days after Contract effective date November 30th
Management Listing	Initial	30 days after Contract award and as needed
<i>Annual</i>		
Inventory of Hazardous Materials and Waste Streams	Annually	TBD
Environmental Report	Annually	TBD
Certificate of Insurance	Annually	TBD
Annual Financial Report	Annually	120 days after end of Concessioner's fiscal year
Annual Rate Change	Annually	Food and Beverage and other services January 2nd, Lodging December 1st
Policy on Tour Bookings/Meeting Bookings	Annually	September 15th
Special Events (Over 25 people)	Annually	March 1st
Environmental Report	Annually	TBD
Annual Budget	Annually	To be determined
Utility Costs	Annually	January 1 (to be provided by Service)
Reservation QA/QC Plan	Annually	September 15th
<i>Quarterly</i>		
Summary of drug testing	Quarterly	3/31, 6/30, 10/30 (4th quarter-closed, not required)
<i>Monthly</i>		
Franchise Fee	Monthly	15th day of the following month
Operational Performance Report	Monthly	15th day of the following month
	Annually	April 1st
Incident Reports	As needed	Immediately
Human Illness	As needed	Immediately
Survey Response Data	As needed	Within 30 days of receipt

Effective , 201__

Attachment B-1
Request for Concessioner Employment of NPS Employee or Relative

Name of Potential Concession Employee:

Name of Concessioner:

Position Title Applied for:

NPS Employee Name and Title:

Relationship of Potential Concession employee to you:

Potential Conflicts of Interest or Other Ethical Considerations:

Other comments:

For Superintendent's Use Only:

I concur with this request for employment _____
OR I do not concur with this request for employment _____

Signed: _____ Date: _____
Superintendent

Definitions:

NPS Employee: Full-time, part-time or seasonal employee on active duty, also, any permanent employee on furlough. Former seasonal employees are not considered NPS employees for the purposes of this approval process.

NPS Relative: Spouse or minor child (under age 21) of an NPS employee for purposes of this approval process.

References:

From CCSHEN001-13 Operating Plan: The Concessioner may not employ in any status a Shenandoah National Park employee, his/her spouse, or his/her dependent child without prior Superintendent written approval. Potential employees who fall within this description must submit a written request to the Service, as found in an Attachment to this Operating Plan. The Concessioner will retain the approved request as part of the employee's personnel file.

The Concessioner may not employ in any status the following, their spouses or dependent children: the Superintendent, Deputy Superintendent, Concessions Management staff, Risk Management Officer, Chief or District Ranger, or Public Health Service Consultant.

NPS Management Policy, 10.2.8.2, Employment of NPS Personnel or Family Members by Concessioners:

Federal law prohibits government employees from making recommendations, decisions, or approvals relating to applications, contracts, controversies, or other matters in which the employee or the employee's spouse or minor child has a financial interest. Park employees may not make decisions, approvals, or recommendations related to concession activities when their spouse or dependent child is employed by a park concessioner in that particular park. For example, the spouse or dependent child of the superintendent, assistant superintendent, concession staff, environmental manager, or public health specialist may not be employee by a concessioner in the specific park in which the NPS employee works.

Attachment B-2
REPORTING HUMAN ILLNESSES

The following information should be telephoned to both the Regional Public Health Consultant and the Concessions Management Office.

Name: _____

Address: _____

Phone Number: _____ circle one: current (traveling) permanent

Person's opinion as to what caused the illness:

What are the symptoms? (nausea, vomiting, diarrhea, fever, etc.)

Is the person still ill? If not, when did they recover?

Do you know others who are ill?

Names:

Numbers:

What time did the illness come on?

What time did you visit what places inside the Park?

Outside the Park?

In cases of gastrointestinal symptoms, obtain times and places that foods, beverages, or water were consumed and a description of specifically what was consumed.

Person taking report and phone number: _____

When to complete this form: This form is to be completed and submitted for any food-related complaints, gastrointestinal illnesses or possible vector borne illnesses (those carried by animals or insects, such as hanta virus, Rocky Mountain Spotted Fever, Relapsing Fever, etc.). When in doubt, please report the illness.

Attachment B-3
Shenandoah National Park Points of Contact
Main Number: 540-999-3500
Emergency Number: 1-800-732-0911
Road Status: 540-999-3500, Option 8

A. RANGER ACTIVITIES:

(1) Communications/Dispatch Office	2227
(2) Lost and Found	2227
(3) North District Ranger	3111
(4) Central District Ranger	3211
(5) South District Ranger	4311
(6) Fee Management Supervisor	3405

B. MAINTENANCE DIVISION:

(7) Maintenance Trouble Line	3453
(8) Facility Manager	3452
(9) Deputy Facility Manager	3552

C. VISITOR CENTERS:

(10) Dickey Ridge Visitor Center	540-635-3566
(11) Byrd Visitor Center	3283

D. PARK MANAGEMENT:

(12) Superintendent	3100
(13) Deputy Superintendent	3200
(14) Chief, Concessions Management	3471

EXHIBIT C: NONDISCRIMINATION

SEC. 1 REQUIREMENTS RELATING TO EMPLOYMENT AND SERVICE TO THE PUBLIC

(a) Employment

During the performance of this Contract the Concessioner agrees as follows:

- (1) The Concessioner will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, national origin, or disabling condition. The Concessioner will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, national origin, or disabling condition. Such action shall include, but not be limited to, the following: Employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Concessioner agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Secretary setting forth the provision of this nondiscrimination clause.
- (2) The Concessioner will, in all solicitations or advertisements for employees placed by on behalf of the Concessioner, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, or disabling condition.
- (3) The Concessioner will send to each labor union or representative of workers with which the Concessioner has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Secretary, advising the labor union or workers' representative of the Concessioner's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) Within 120 days of the commencement of a contract every Government contractor or subcontractor holding a contract that generates gross receipts which exceed \$50,000 and having 50 or more employees shall prepare and maintain an affirmative action program at each establishment which shall set forth the contractor's policies, practices, and procedures in accordance with the affirmative action program requirement.
- (5) The Concessioner will comply with all provisions of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (6) The Concessioner will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to the Concessioner's books, records, and accounts by the Secretary of the Interior

and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the Concessioner's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations, or orders, this Contract may be canceled, terminated or suspended in whole or in part and the Concessioner may be declared ineligible for further Government concession contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The Concessioner will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, so that such provisions will be binding upon each subcontractor or vendor. The Concessioner will take such action with respect to any subcontract or purchase order as the Secretary may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the Concessioner becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Secretary, the Concessioner may request the United States to enter into such litigation to protect the interests of the United States.

(b) Construction, Repair, and Similar Contracts

The preceding provisions A(1) through A(8) governing performance of work under this Contract, as set out in Section 202 of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, shall be applicable to this Contract, and shall be included in all contracts executed by the Concessioner for the performance of construction, repair, and similar work contemplated by this Contract, and for that purpose the term "Contract" shall be deemed to refer to this instrument and to contracts awarded by the Concessioner and the term "Concessioner" shall be deemed to refer to the Concessioner and to contractors awarded contracts by the Concessioner.

(c) Facilities

(1) Definitions: As used herein:

- (i) Concessioner shall mean the Concessioner and its employees, agents, lessees, sublessees, and contractors, and the successors in interest of the Concessioner;
- (ii) Facility shall mean any and all services, facilities, privileges, accommodations, or activities available to the general public and permitted by this agreement.

(2) The Concessioner is prohibited from:

- (i) publicizing facilities operated hereunder in any manner that would directly or inferentially reflect upon or question the acceptability of any person because of race, color, religion, sex, age, national origin, or disabling condition;
- (ii) discriminating by segregation or other means against any person.

SEC. 2 ACCESSIBILITY

Title V, Section 504, of the Rehabilitation Act of 1973, as amended in 1978, requires that action be taken to assure that any "program" or "service" being provided to the general public be provided to the highest extent reasonably possible to individuals who are mobility impaired, hearing impaired, and visually impaired. It does not require architectural access to every building or facility, but only that the service or program can be provided somewhere in an accessible location. It also allows for a wide range of methods and techniques for achieving the intent of the law, and calls for consultation with disabled persons in determining what is reasonable and feasible.

No handicapped person shall, because a Concessioner's facilities are inaccessible to or unusable by handicapped persons, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity receiving Federal financial assistance or conducted by any Executive agency or by the U.S. Postal Service.

(a) Discrimination Prohibited

A Concessioner, in providing any aid, benefit, or service, may not directly or through contractual, licensing, or other arrangements, on the basis of handicap:

- (1) Deny a qualified handicapped person the opportunity to participate in or benefit from the aid, benefit, or service;
- (2) Afford a qualified handicapped person an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others;
- (3) Provide a qualified handicapped person with an aid, benefit, or service that is not as effective as that provided to others;
- (4) Provide different or separate aids, benefits, or services to handicapped persons or to any class of handicapped persons unless such action is necessary to provide qualified handicapped persons with aid, benefits, or services that are as effective as those provided to others;
- (5) Aid or perpetuate discrimination against a qualified handicapped person by providing significant assistance to an agency, organization, or person that discriminates on the basis of handicap in providing any aid, benefit, or service to beneficiaries of the recipient's program;
- (6) Deny a qualified handicapped person the opportunity to participate as a member of planning or advisory boards; or
- (7) Otherwise limit a qualified handicapped person in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving an aid, benefit, or service.

(b) Existing Facilities

A Concessioner shall operate each program or activity so that the program or activity, when viewed in its entirety, is readily accessible to and usable by handicapped persons. This paragraph does not require a Concessioner to make each of its existing facilities or every part of a facility accessible to and usable by handicapped persons.

EXHIBIT D**ASSIGNED LAND AND REAL PROPERTY IMPROVEMENTS
(CONCESSION FACILITIES)****Real Property Improvements Assigned**

The following real property improvements are assigned to the concessioner for use in conducting its operations under this Contract:

Location	FMSS Asset #	FMSS Asset Description	Size (SF)	Date Built/Installed	Historic	Insurance Replacement Value
Skyland	85820	SK0106 Skyland Bushytop Lodging	3,070	1957	No	\$175,871
Skyland	85821	SK0040 Skyland Ash Cabin	524	1939	Yes	\$26,838
Skyland	85822	SK0044 Skyland Maple Cabin	624	1939	Yes	\$33,580
Skyland	85823	SK0042 Skyland Dogwood Cabin	524	1939	Yes	\$27,028
Skyland	85824	SK0043 Skyland Wildwood Cabin	655	1939	Yes	\$27,028
Skyland	85825	SK0041 Skyland Hemlock Cabin	515	1939	Yes	\$29,916
Skyland	85826	SK0108 Skyland Canyon Lodging	7,092	1960	No	\$417,010
Skyland	85827	SK0104 Skyland New Market Lodging	3,130	1957	No	\$175,871
Skyland	85828	SK0024 Skyland Conference Hall	4,361	1939	Yes	\$499,929
Skyland	85830	SK0332 Skyland Vending Machine Shelter	176	1962	No	\$2,627
Skyland	85831	SK0339 Skyland Appledore Lodging	7,030	1967	No	\$437,688
Skyland	85832	SK0338 Skyland Craigin Lodging	6,846	1969	No	\$428,491
Skyland	85833	SK0105 Skyland Birmingham Lodging	3,021	1956	No	\$187,555
Skyland	85834	SK0109 Skyland Winship Lodging	3,019	1957	No	\$163,439
Skyland	85836	SK0120 Skyland Shenandoah Lodging	3,190	1962	No	\$215,295
Skyland	85837	SK0368 Skyland Vending Machine Shelter	106	1966	No	\$1,447
Skyland	85838	SK0021 Skyland Dormitory B	1,894	1930	Yes	\$50,304
Skyland	85839	SK0022 Skyland Dormitory A	1,894	1930	Yes	\$50,304

Skyland	85840	SK0031 Skyland Dormitory G	1,100	1964	No	\$45,564
Skyland	85841	SK0355 Skyland Dormitory E	2,995	1964	No	\$114,651
Skyland	85842	SK0354 Skyland Dormitory D	1,100	1964	No	\$49,102
Skyland	85843	SK0367 Skyland Dormitory F	1,130	1966	No	\$49,102
Skyland	85844	SK0023 Skyland Dormitory C	1,814	1939	Yes	\$65,794
Elkwallow	85847	EW0003 Elkwallow Birch Cottage (Dorm)	844	1939	Yes	\$22,065
Elkwallow	85848	EW0387 Elkwallow Wood Sales & Service Bldg	200	1969	No	\$50,504
Elkwallow	85849	EW0394 Elkwallow Portico Connector	500	1969	No	\$5,220
Elkwallow	85850	EW0328 Elkwallow Storage	291	1957	No	\$14,794
Elkwallow	85851	EW0377 Elkwallow Comfort Station	543	1969	No	\$82,384
Elkwallow	85852	EW0014 Elkwallow Wayside	3,260	1939	Yes	\$205,864
Skyland	85858	SK1142 Skyland Whispering Pines Cabin	920	1933	Yes	\$63,454
Skyland	85859	SK1122 Skyland Pine Grove Cabin	950	1933	Yes	\$59,534
Skyland	85860	SK1120 Skyland Peak View Cabin	1,040	1933	Yes	\$91,634
Skyland	85861	SK1116 Skyland Byrd's Nest Cabin	615	1939	Yes	\$48,154
Skyland	85862	SK1110 Skyland Vollmer Cabin	905	1933	Yes	\$67,830
Skyland	85863	SK1109 Skyland Trout Cabin	1,500	1933	Yes	\$105,225
Skyland	85864	SK1101 Skyland Fell Cabin	1,557	1933	Yes	\$108,897
Skyland	85865	SK0380 Skyland Warehouse Storage Shed	144	1961	No	\$2,620
Loft Mountain	85866	LM0391 Loft Mountain Wayside Garbage Storage	128	1975	No	\$4,713
Loft Mountain	85868	LM0348 Loft Mountain Campstore, Shower & Laundry	4,370	1965	No	\$235,249
Loft Mountain	85869	LM0351 Loft Mountain Employee Dormitory	2,019	1965	No	\$84,071
Loft Mountain	85871	LM0378 Loft Mountain Wayside	3,827	1971	No	\$385,474

Lewis Mountain	85872	LS0275 Lewis Mountain Campstore	2,554	1940	Yes	\$177,522
Lewis Mountain	85873	LS0276 Lewis Mountain Cottage 1A	610	1940	Yes	\$32,204
Lewis Mountain	85874	LS0277 Lewis Mountain Cottage 2B	481	1940	Yes	\$33,021
Lewis Mountain	85875	LS0278 Lewis Mountain Cottage 3C	468	1940	Yes	\$32,204
Lewis Mountain	85876	LS0279 Lewis Mountain Cottage 4D	633	1940	Yes	\$41,961
Lewis Mountain	85877	LS0280 Lewis Mountain Cottage 5E	571	1939	Yes	\$38,343
Lewis Mountain	85878	LS0282 Lewis Mountain Chestnut Cottage F	457	1939	Yes	\$27,547
Lewis Mountain	85879	LS0283 Lewis Mountain Spruce Cottage G	604	1938	Yes	\$40,257
Big Meadows	85883	BM0390 Big Meadows Wayside Garbage Storage	360	1965	No	\$10,767
Big Meadows	85892	BM0393 Big Meadows Wood Sales Building	1,181	1968	No	\$13,924
Big Meadows	85895	BM0319 Big Meadows Employee Quarters	1,020	1966	No	\$47,287
Big Meadows	85896	BM0320 Big Meadows Employee Quarters	2,312	1963	No	\$82,886
Big Meadows	85898	BM0327 Big Meadows Employee Quarters	1,020	1961	No	\$47,287
Big Meadows	85905	BM0326 Big Meadows Employee Quarters	1,020	1961	No	\$47,287
Big Meadows	85907	BM0385 Big Meadows Storage & Service Bldg.	333	1965	No	\$3,597
Big Meadows	85908	BM0324 Big Meadows Old Linen Bldg.	69	1939	Yes	\$1,647
Big Meadows	85909	BM0356 Big Meadows Laundry & Service Bldg	1,486	1966	No	\$155,064
Big Meadows	85911	BM0397 Big Meadows Crescent Rock Lodging	4,679	1986	No	\$305,919
Big Meadows	85912	BM0117 Big Meadows Hawksbill Cottage	3,600	1946	Yes	\$188,302
Big Meadows	85914	BM0116 Big Meadows Blackrock	3,600	1946	Yes	\$188,302

		Cottage				
Big Meadows	85915	BM0115 Big Meadows Piedmont Cottage	3,600	1941	Yes	\$188,302
Big Meadows	85917	BM0344 Big Meadows Rapidan Cottage	7,026	1963	No	\$267,217
Big Meadows	85919	BM0118 Big Meadows Double Top Cottage	7,092	1959	No	\$368,776
Big Meadows	85921	BM0154 Big Meadows Mountain View Cottage	865	1938	Yes	\$55,048
Big Meadows	85923	BM0155 Big Meadows Lynchburg Cottage	568	1938	Yes	\$34,656
Big Meadows	85924	BM0152 Big Meadows Blacksburg Cottage	534	1938	Yes	\$34,656
Big Meadows	85926	BM0153 Big Meadows Bridesburg Cottage	580	1938	Yes	\$34,656
Big Meadows	85928	BM0149 Big Meadows Petersburg Cottage	525	1938	Yes	\$34,656
Big Meadows	85929	BM0382 Big Meadows Garbage Storage	201	1961	No	\$4,105
Big Meadows	85930	BM0114 Big Meadows Lodge	34,273	1938	Yes	\$3,489,972
Big Meadows	85934	BM0381 Big Meadows Wayside Ice Storage	74	1961	No	\$2,534
Big Meadows	85935	BM0374 Big Meadows Service Station	514	1961	No	\$265,690
Big Meadows	85939	BM0113 Big Meadows Wayside	6,781	1939	Yes	\$334,225
Skyland	85940	SK0389 Skyland Garbage Storage	192	1958	No	\$6,305
Skyland	85944	SK0341 Skyland Storage Shed	150	1958	Yes	\$2,695
Skyland	85945	SK0369 Skyland Storage Shed	145	1958	Yes	\$1,852
Skyland	85946	SK0028 Skyland Hack (Stable)	950	1939	Yes	\$6,709
Skyland	85947	SK0376 Skyland Maintenance & Utility Bldg	2,200	1965	No	\$81,195
Skyland	85948	SK0386 Skyland Hay Storage Stable	433	1953	No	\$4,945
Skyland	85949	SK0026 Skyland Stable	1,323	1939	Yes	\$15,307

Skyland	85950	SK0119 Skyland Raven's Nest Lodging	7,092	1962	No	\$422,612
Skyland	85951	SK0101 Skyland Whiteoak Lodging	4,118	1953	No	\$193,116
Skyland	85952	SK0100 Skyland Stony Man Lodging	4,118	1952	No	\$202,589
Skyland	85953	SK0110 Skyland Pinnacles Lodging	7,688	1958	No	\$467,045
Skyland	85954	SK0030 Skyland Office (Registration Bldg)	2,386	1956	No	\$222,971
Skyland	85956	SK0029 Skyland Dining Room	16,414	1952	No	\$1,936,659
Skyland	85957	SK0102 Skyland Winchester Lodging	2,193	1954	No	\$237,198
Skyland	85958	SK0103 Skyland Hazeltop Lodging	3,112	1957	No	\$180,732
Skyland	90949	SK0027 Skyland Stables	1,323	1939	Yes	\$15,307
Skyland	90954	SK0398 Skyland Vending Machine Shelter (Franklin)	207	1989	No	\$1,508
Skyland	90955	SK0395 Skyland Storage	67	1965	No	\$1,509
Big Meadows	90957	BM0398 Big Meadows Shower	1,213	1989	No	\$102,911
Skyland	90958	SK0337 Skyland Franklin Lodging	3,514	1988	No	\$261,213
Skyland	90959	SK0333 Skyland Laurel Lodging	13,468	1988	No	\$806,095
Lewis Mountain	90977	LS0400 Cookout Shelter	163	1965	No	\$6,006
Lewis Mountain	90978	LS0399 Cookout Shelter	163	1965	No	\$6,006
Lewis Mountain	90980	LS0398 Cookout Shelter	163	1965	No	\$6,006
Lewis Mountain	90981	LS0392 Camping Shelter	324	1940	Yes	\$12,921
Big Meadows	107870	BM0396 Big Meadows Lodge Dorm	1,415	1987	No	\$55,128

** Please note: The lack of value for an asset in the column for Insurance Replacement Value does not relieve the Concessioner of its obligation to insure the asset according to the terms of this Contract.*

Land Assigned

Land is assigned in accordance with the boundaries shown on the attached maps.

Approved, effective _____, 20____

By: _____
Dennis R. Reidenbach
Regional Director, Northeast Region

Shenandoah National Park
Land Assignment
Elkwallow Wayside Area



78°18'37"W

78°18'34"W

78°18'30"W

38°44'20"N

38°44'20"N

78°18'37"W

78°18'34"W

78°18'30"W

30 ft from road edge

30 ft from road edge

50 ft from road edge

10 ft from road edge

30 ft from road edge

ditch line

Skyline Drive

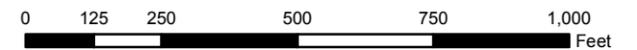
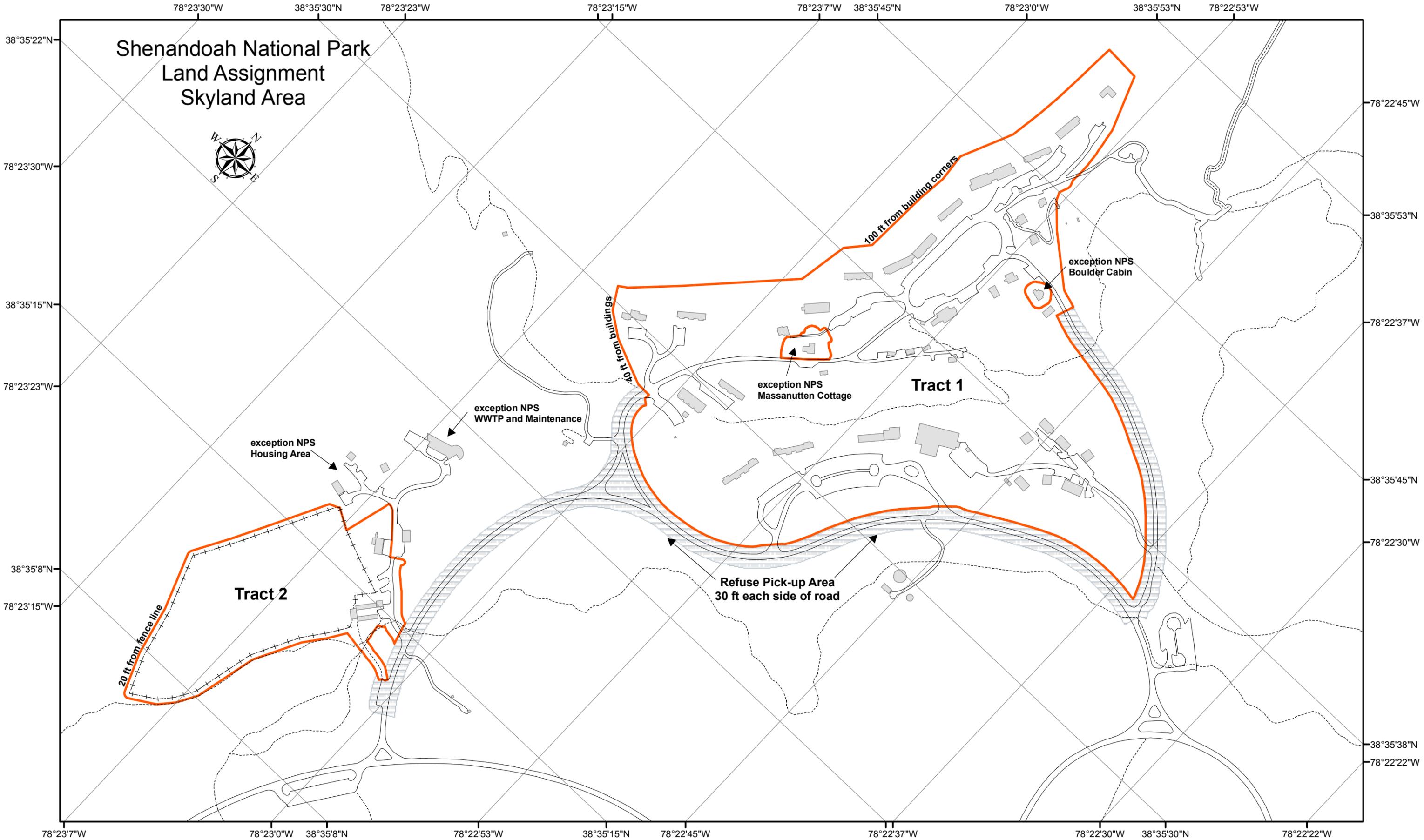
Skyline Drive

- EW0394
85849
- EW0377
85851
- EW0387
85848
- EW0003
85847
- EW0014
85852
- EW0328
85850

Land Assignment Area = 4.35 acres



Shenandoah National Park Land Assignment Skyland Area



Shenandoah National Park Land Assignment Skyland Lodge and Cabins Area



Land Assignment Area = 52.09 acres

Tract 1

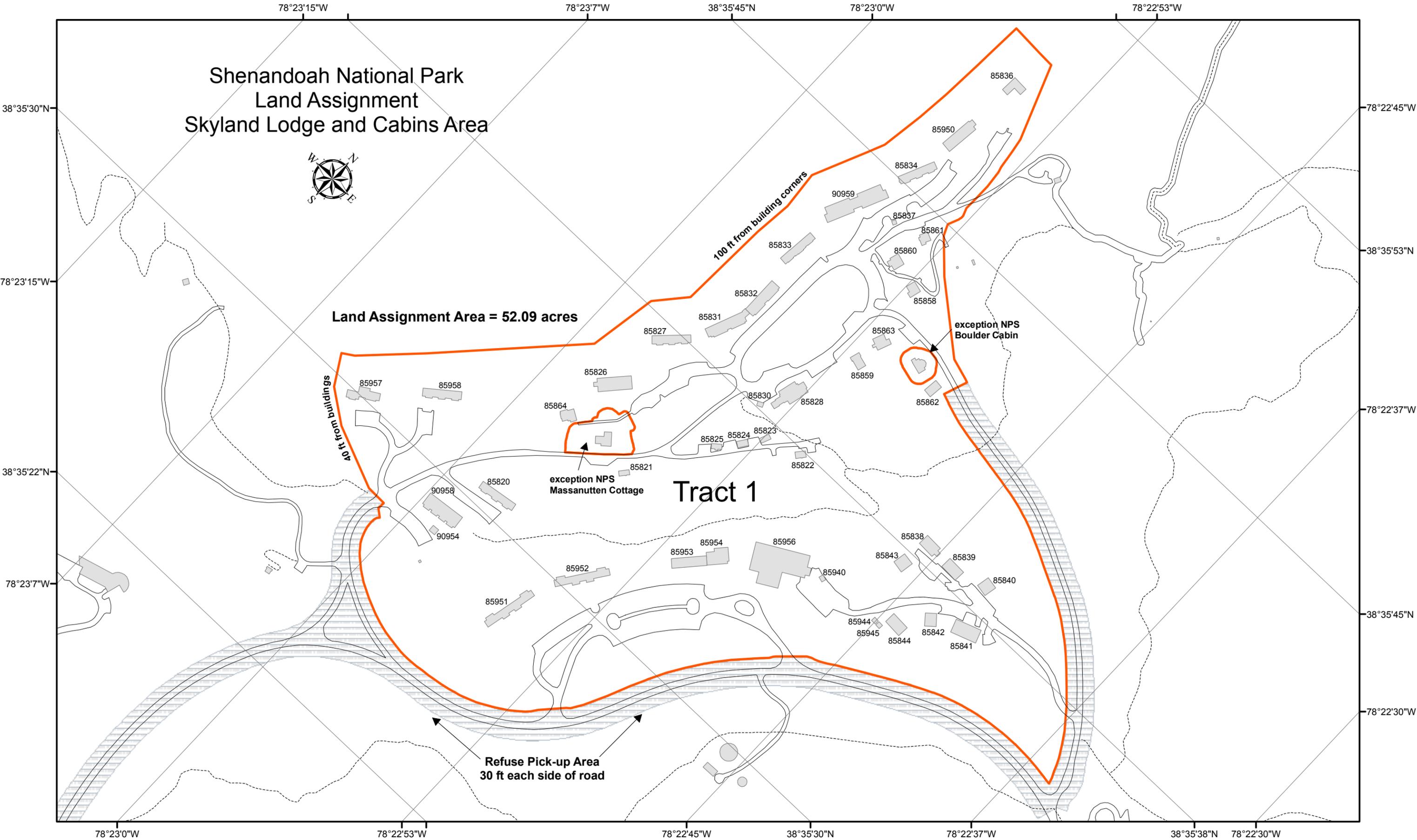
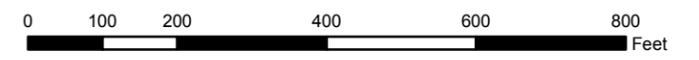
40 ft from buildings

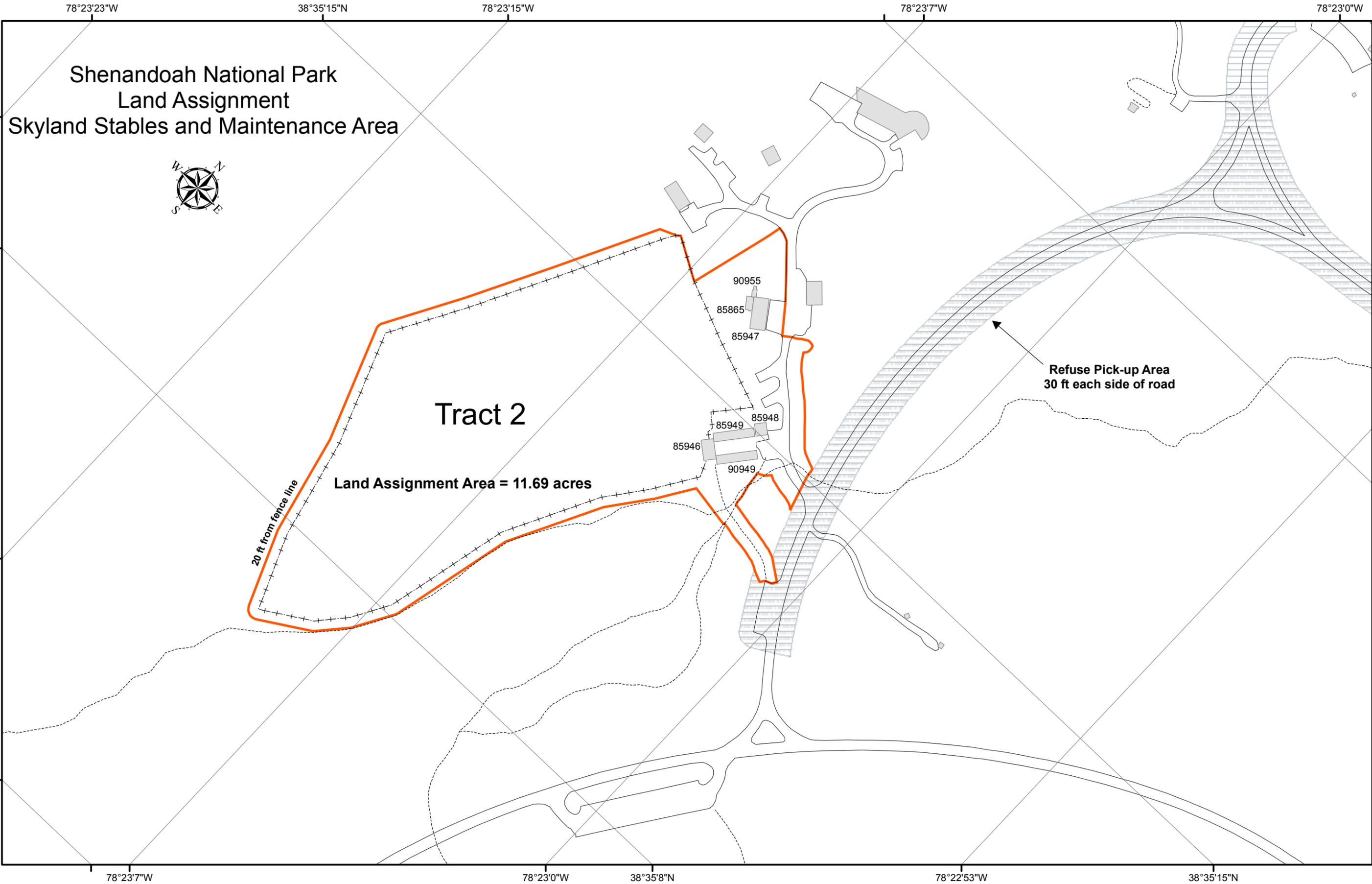
100 ft from building corners

exception NPS
Massanutten Cottage

exception NPS
Boulder Cabin

Refuse Pick-up Area
30 ft each side of road





Shenandoah National Park
Land Assignment
Skyland Stables and Maintenance Area

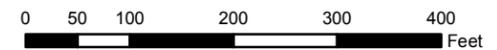


Tract 2

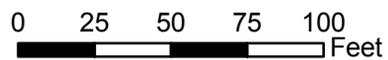
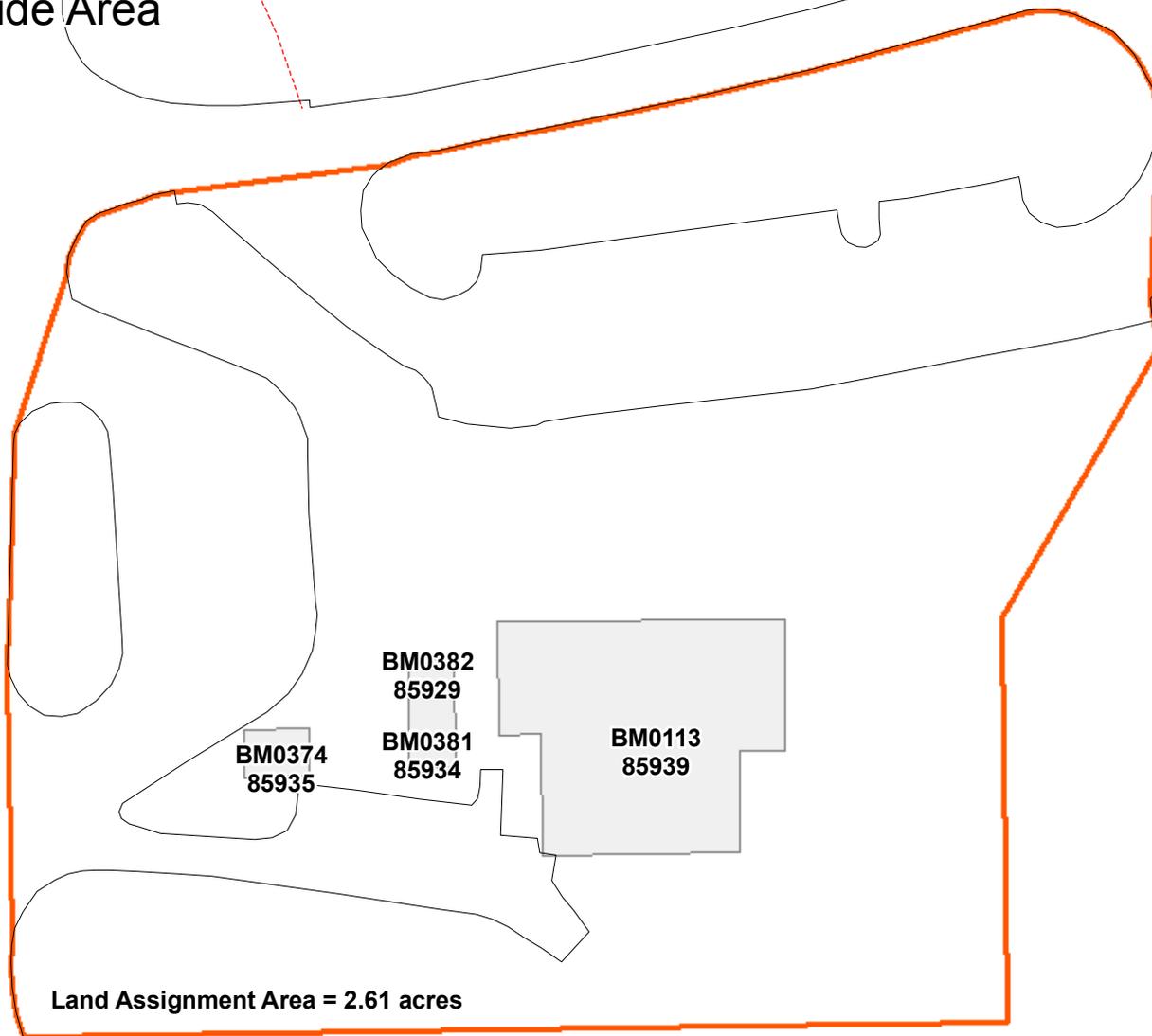
Land Assignment Area = 11.69 acres

20 ft from fence line

Refuse Pick-up Area
30 ft each side of road

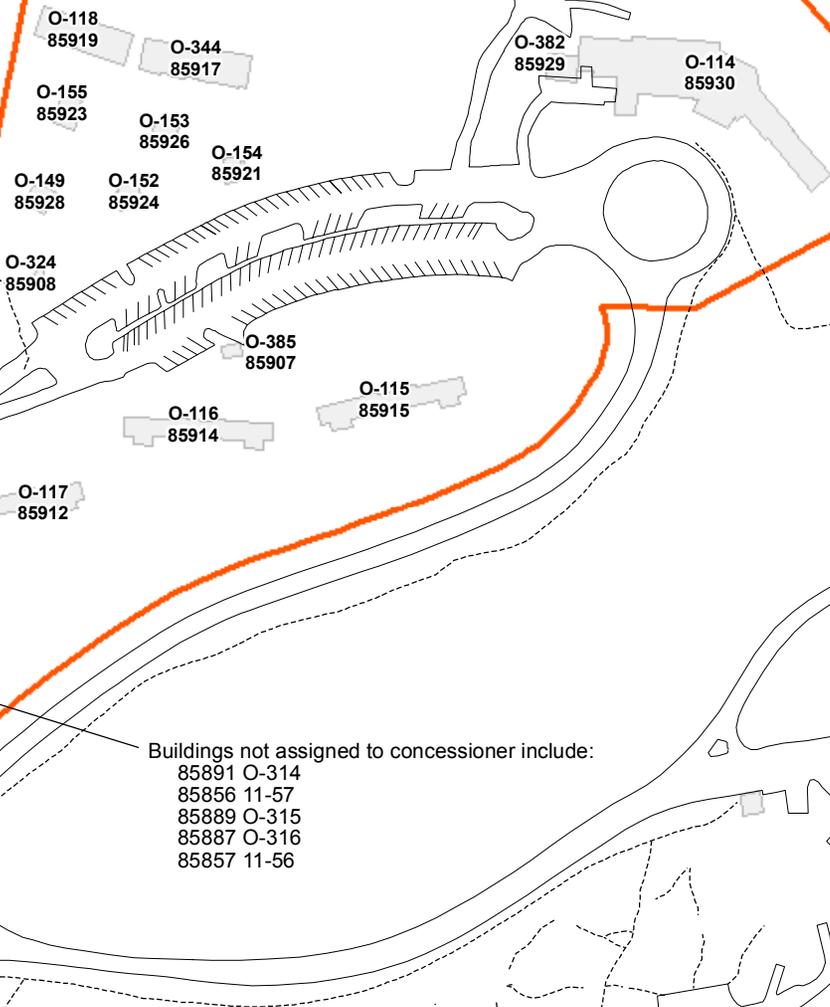


Shenandoah National Park Land Assignment Big Meadows Wayside Area



Shenandoah National Park Land Assignment Big Meadows Lodge and Cabins

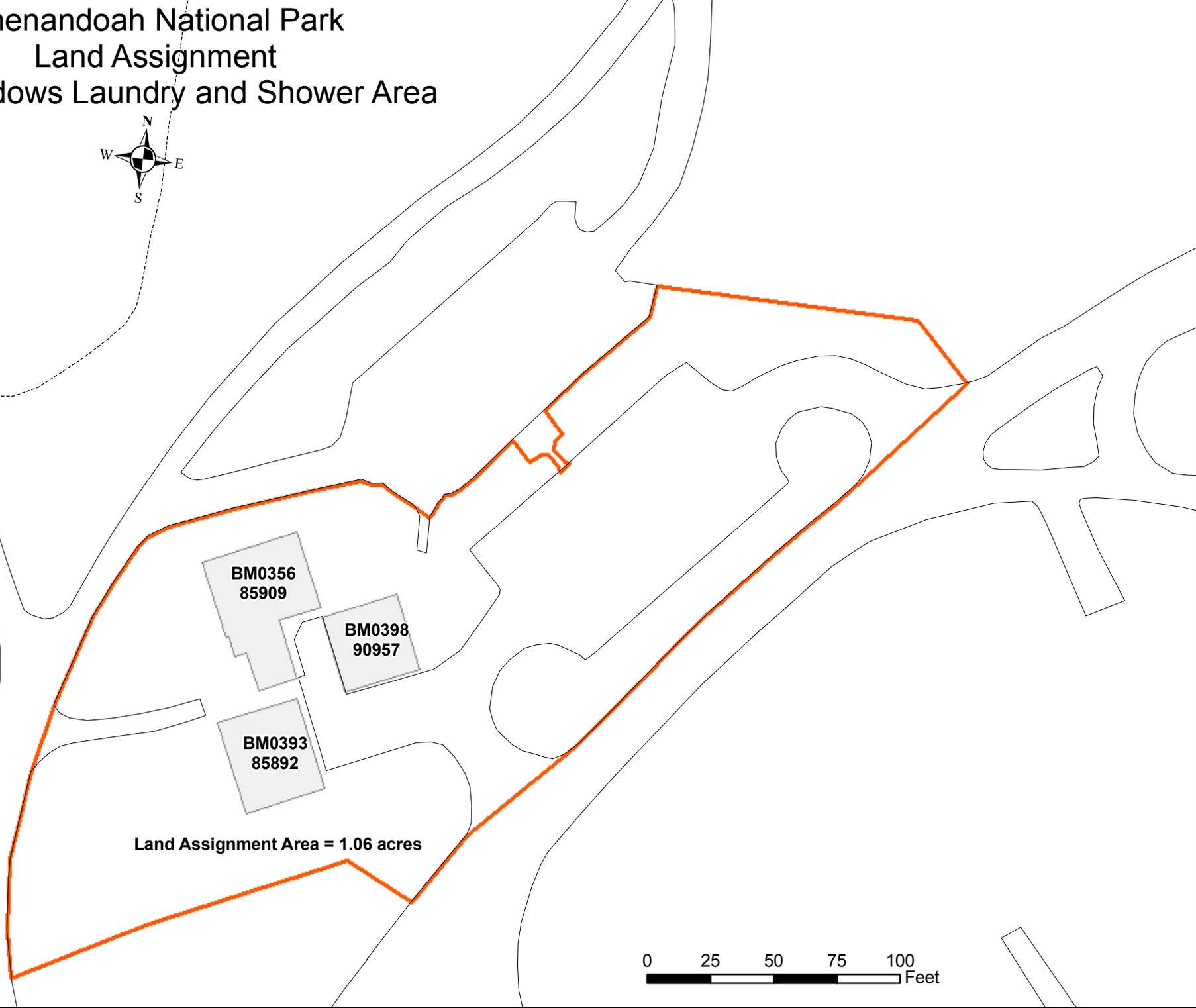
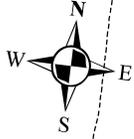
Land Assignment Area = 16.74 acres



Buildings not assigned to concessioner include:
 85891 O-314
 85856 11-57
 85889 O-315
 85887 O-316
 85857 11-56



Shenandoah National Park Land Assignment Big Meadows Laundry and Shower Area



**BM0356
85909**

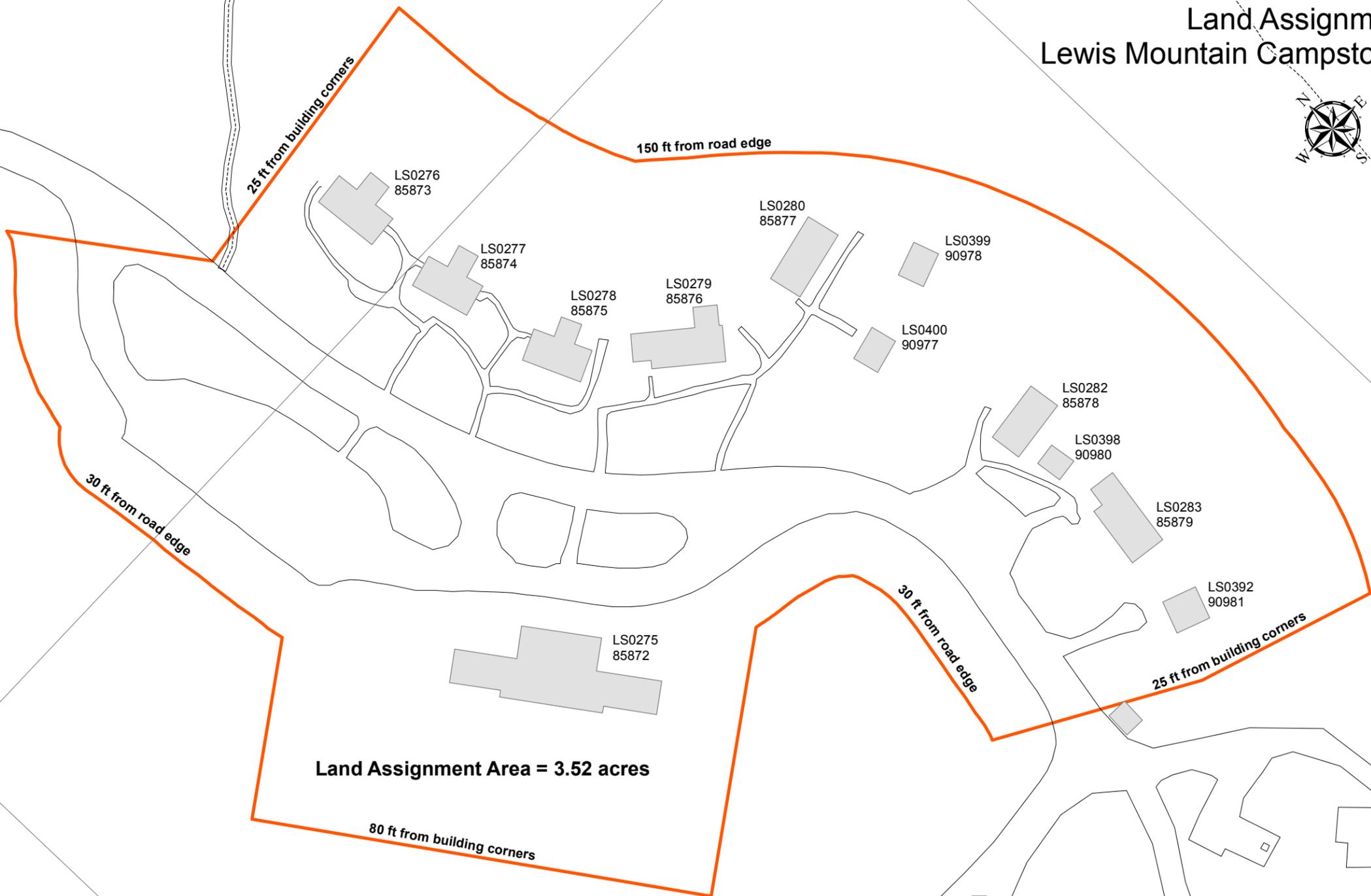
**BM0398
90957**

**BM0393
85892**

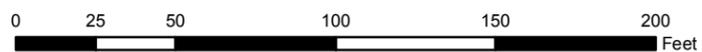
Land Assignment Area = 1.06 acres



Shenandoah National Park Land Assignment Lewis Mountain Campstore and Cabins



Land Assignment Area = 3.52 acres



38°26'15"N

78°28'37"W

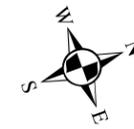
78°28'45"W

78°28'37"W

38°26'15"N

78°28'45"W

Shenandoah National Park Land Assignment Loft Mountain Wayside Area



-  Land Assignment Area = 0.58 acres
-  Trash Pickup
-  Proposed Visitor Contact Station and Outdoor Observation Deck

Loft Mountain Wayside Garbage
LM0391
85866

dining/terrace (existing)

Loft Mountain Wayside
LM0378
85871

78°39'41"W

78°39'37"W

38°15'41"N

38°15'45"N

78°39'41"W

38°15'41"N

78°39'37"W

38°15'45"N



Shenandoah National Park
Land Assignment
Loft Mountain Campstore
and Housing Area



78°40'4"W

78°40'0"W

Loft Mountain Residence
LM0351
85869

Loft Mountain Campstore
LM0348
85868

Land Assignment Area = 2.32 acres



78°40'0"W

38°15'0"N

38°15'4"N

EXHIBIT E
ASSIGNED GOVERNMENT PERSONAL PROPERTY

Government personal property is assigned to the Concessioner for the purpose of this Contract as follows:

Property Number	Description	Location
------------------------	--------------------	-----------------

NONE

Approved, effective _____, 20__

By: _____

Dennis R. Reidenbach,
Northeast Regional Director

EXHIBIT F:**CONCESSIONER CONSTRUCTION, MAJOR REHABILITATION,
AND REPAIR AND MAINTENANCE PROJECT PROCEDURES****Sec. 1. Introduction**

This exhibit presents step-by-step procedures for the administration of Concessioner building projects (construction, major rehabilitation, and repair and maintenance projects) within the Area. Important terms are defined first. Project planning and design are presented second, followed by guidelines for project supervision. All projects undertaken by the Concessioner require a coordinated effort between the Concessioner and the National Park Service (“Service”). This exhibit applies to the building of new structures or facilities, major rehabilitations, and the repair and maintenance (“R&M projects”) of existing Concession Facilities that change the nature, appearance or value of existing Concession Facilities. Rehabilitation projects that are not major rehabilitations as defined in the Contract are considered as R&M projects. Facility operations, custodial and preventive maintenance and maintenance needed for facility operations are not considered R&M projects subject to these procedures. Repair and maintenance is also not to be considered as a project subject to these procedures when the activity does not change the nature, appearance or value of existing Concession Facilities. All projects must be proposed, approved, and accomplished under these procedures. In the event of any inconsistency between this exhibit and the main body of this Contract and Exhibit A, the main body of the Contract and Exhibit A will prevail.

In accordance with the Contract, only certain new construction and major rehabilitation projects may qualify for leasehold surrender interest (LSI). Following these administrative procedures for both LSI and non-LSI projects will enable NPS to approve LSI, as well as to ensure that all requirements of law and NPS policy are undertaken with respect to any project.

In addition, these procedures will enable the appraisal of LSI to occur in an orderly way. The documentation collected and organized by the use of these guidelines will provide a record of decision or “paper trail” of project development and implementation that will assist the Area and concessioner in future planning and facility appraisal.

All project activities shall be directed and managed as presented in the “Annual Construction and Repair and Maintenance Management Plan” (CMP). In addition to these activities, the CMP is also to present scheduled project development and implementation, as presented below under Item C, Project Planning and Design, paragraph 1. Individual projects included in the CMP will be authorized by the Director through an approved Project Statement (PS).

Projects may be required to be reviewed under the National Environmental Policy Act (NEPA) of 1969, as amended. Projects within historic and culturally significant areas may require certain building management methods established under the National Historic Preservation Act of 1966, as amended. All construction shall comply with codes and building requirements adopted by NPS, including without limitation and where applicable, the most recent International Building Code (IBC), National Fire Protection Association (NFPA) codes, the Americans with Disabilities Act (ADA) requirements, and NPS management policies.

The Concessioner is responsible for all aspects of project development and implementation. The role of the Director is to provide direction, authorization and oversight. The Concessioner and the Area staff must work closely together to successfully complete construction projects in a manner that achieves the goals and objectives of the Area and the Director.

Sec. 2. Definitions

- (a) “Annual Construction and Repair and Maintenance Management Plan” (CMP) means a written document presenting all construction, major rehabilitation and R&M projects to be undertaken by the Concessioner during the following calendar year after the final submittal date.
- (b) “Approved Project Documents” means project drawings and specifications approved by the Director and used by the Concessioner to direct a contractor in the type, size and quality of projects.
- (c) “Change Order” means a written agreement between the “Construction Supervisor” and the Contractor or Consultant that changes the contract documents or scope of project work as agreed upon contractually.
- (d) “Construction” means the removal or assembly of a building, road, utility or any other facility part or material that changes the nature, appearance, or value of that facility.
- (e) “Construction Supervisor” means a Concessioner employee designated to administer and coordinate day-to-day projects representing the interests of the Concessioner and NPS and assuring quality work is performed that meets the design and specifications of the project. This person must have the authority to direct the contractor in any way that may change the contractual agreement between the Concessioner and the contractor.
- (f) “Conventional Design-Bid-Build Methods” means construction developed and implemented under several separate agreements managed and coordinated directly by the Concessioner.
- (g) “Contact Person” means a Concessioner employee designated as the person to contact with regard to a specific matter, concern, or issue.
- (h) “Facilitator” means a Concessioner employee designated to have the role of providing structure and agendas for meetings with the Service and who records meeting discussions and outcomes.
- (i) “Guaranteed Maximum Price Design-Build Construction Methods” means a industry recognized type of construction where project consultants and contractors form an agreement to work as one entity providing facility construction in response to a developed request for proposal issued by the Concessioner. (Reference: Design Build Institute of America).
- (j) “Licensed Contractor” means an entity performing construction certified or licensed by the State to perform construction services within that State.
- (k) “Major Rehabilitation” Defined in Exhibit A: Leasehold Surrender Interest.
- (l) “Project Coordinator” means a Concession employee vested with the authority to direct consultants and contractors in the expenditure of construction and R&M funds.

- (m) “Project Statement” (PS) means an agreement between the Service and the Concessioner approved by the Director that authorizes the development and implementation of individual projects identified in a CMP.
- (n) “Registered Technical Professionals” means architects, engineers, or any subject area expert either certified or licensed by the State to perform specialized services or certified by a widely recognized industry regulator held responsible for quality and standard application of technical subject matter.
- (o) “Substantially Complete”: Defined in Exhibit A: Leasehold Surrender Interest.
- (p) “Total Project Cost” means the total of all actual project expenditures (invoiced and paid) for completion of a project.
- (q) “Total Project Price” means the total of all estimated project expenditures for completion of a project.

Sec. 3. Project Planning and Design

(a) Submit an Annual Construction and Repair and Maintenance Plan (CMP)

Before approval to proceed with any project is granted by the Director, the Concessioner must submit a CMP for implementation the following year. Some projects may require several years of planning and design before construction. The purpose of the plan is to identify the need and tentative scope of projects a complete year in advance of actual work to allow adequate time to prepare for project commencement. The CMP should include any intended projects. Projects shown in the plan must include at least a project title; project concept description; a brief statement of justification; and anticipated NEPA and Section 106 planning and compliance established in collaboration with the Service.

(b) Notify Service of Intent-to-Proceed

The Concessioner shall formally notify the Director in writing of intent to proceed with any facility planning, design and/or projects. The project must be identified in the CMP the calendar year before to assist the Service in sequencing and scheduling necessary support staff. The time of notification shall be sufficiently in advance of any Concessioner budget formulation to assure the requirements of the Director are included in the project scope before the project is funded.

(c) Identify a Project Coordinator

The Concessioner project coordinator must be identified for each project. This person should have the authority to obligate project expenditures and hire and direct consultants and contractors, and concessioner support staff.

(d) Prepare a Proposed Project Statement (PS)

Arrange and facilitate a project planning conference with the Service and prepare a proposed PS to be submitted to the Director for review. The conference should be performed on the proposed project site, if needed.

(1) Conference goal and product. The primary goal of the conference is to clearly identify the project concepts and scope at sufficient detail to carry the project through to completion without significant deviation from an approved PS. The product of the conference should be an approved PS prepared by the Concessioner resulting from collaboration between the Concessioner and the Director.

(2) Project Statement Content. The PS shall include the following as a minimum: Project description; justification; scope of work, including NEPA and Section 106 planning and compliance; estimated Total

Project Price; proposed schedule; milestones of NPS design review and third party project inspection and certification. The elements of the PS will function as check points of accountability and will vary in frequency and scope, contingent upon the nature, complexity and scope of the proposed project.

(3) Leasehold Surrender Interest. If the Concessioner seeks leasehold surrender interest as a result of a construction project, the Concessioner must request and receive the written approval of the proposed construction project by the Director in accordance with the terms of this leasehold surrender interest concession contract. An estimate of the amount of leasehold surrender interest shall be identified in advance if the Concessioner requests leasehold surrender interest. The estimated leasehold surrender interest costs shall be separately identified as part of the Total Project Price and substantiated, if requested, with written and competitively acquired price proposals or construction contracts. Not all projects qualify for LSI. LSI is only granted under the terms of this Contract, including, without limitation, its Exhibit A.

(4) Methods of Establishing the Expected Value of Leasehold Surrender Interest. A number of methods are available to estimate the Concessioner's leasehold surrender interest as long as eligible direct and indirect costs are specified. The methods of identifying the expected value of leasehold surrender interest include guaranteed maximum price design-build construction methods, conventional design-bid-build methods, and construction price estimates professionally prepared by subject area experts.

(5) Professional Services and Construction. The Concessioner must assure the Service in its project statement that for any project requiring professional services, such services shall be acquired from appropriate registered technical professionals. Licensed contractors shall perform all project work unless otherwise approved in writing by the Director. The Concessioner shall provide for registered technical professionals to perform project inspection and/or facility certification, or any other service needed for project implementation at the request of the Director.

(6) Service Operations. Any aspect of the proposed project where the scope of work interfaces with Service operations such as utility service connections or road maintenance operations must be clearly identified in the PS.

(e) Submit Project Statement for Service Review

The proposed PS shall be submitted in written correspondence from the Concessioner to the Director requesting review. A PS signed by the Director constitutes official authority for the Concessioner to continue further project development to the level specified in written correspondence from the Director. The Concessioner may obtain authority to complete a project when sufficient planning and design has been completed to meet the interests of the Service. Projects that do not have the level of required planning are likely to receive only conceptual approval with authorization to proceed with further planning and/or design as required to assure Service objectives are met.

(1) Project Statements Containing Claims for Leasehold Surrender Interest. A PS must present an estimate of project expenditures to be claimed for LSI purposes. The eligibility of any expenditure for LSI will not be identified until all project planning is complete to the satisfaction of the Director, including NEPA and Section 106 compliance, if required. An approved PS serves only as a guide for further project development to the level specified in the PS. The Director shall only approve final LSI costs after project completion and written project close-out.

(2) Design Required for Leasehold Surrender Interest Eligibility and Value. The Director may require an appropriate level of design to determine whether a project is eligible for LSI, and if so, its estimated cost. The level of project planning and design required may include completion of concept design, schematic design, or preliminary engineering design, to clearly identify the elements eligible for LSI. Some projects may require the completion of construction drawings and specifications before the proposed LSI is documented to the satisfaction of the Director. All improvements for which LSI is claimed must be defined in record “as-built” construction drawings and specifications when the Concessioner submits its request for LSI at Project Close-out.

(f) Establish a Project File

A file of all project documents shall be held by the Concessioner as a chronological audit trail of all project decision-making activity for each project from concept development to completion and Director acceptance. Each project shall be identified with a unique project number assigned by the Service. All documents entered into the file should have the project identification number clearly displayed on it as part of document identity.

(1) Leasehold Surrender Interest Project File. The Project File will become an LSI project file when the Concessioner requests approval of LSI. It shall be established and maintained by the Concessioner and shall include all of the documents identified in section 6(C) of this Exhibit. This file shall be submitted at the time of Project Close-out to the Director as the basis for the leasehold surrender interest request. As part of this file, the Concessioner must maintain auditable records of all expenditures attributable to each project and have them available for review if requested by Service personnel. Invoices shall contain sufficient information to identify the tasks completed or products delivered as agreed upon in contracts presenting a full scope of work. The file shall clearly provide a “paper trail” between expenditures eligible for LSI purposes and the payment of those expenses.

(2) Typical Project File. The organization of a typical project file is presented in the following sections:

Section A. Project Statement. The approved PS, scope of work, and a copy of the notice-to-proceed letter, authorizing planning and design, sent to the Concessioner by the Director should be filed in this section.

Section B. Planning. This section should contain documents pertaining to any project planning. Typical documents include those produced for NEPA and Section 106 compliance. Also contained in this section should be any concept design, preliminary design, or schematic design correspondence and documents. When the Director grants approval for any of the above stages of project development, correspondence from the Director should be filed in this section.

Section C. Assessment. This section should contain a record of any assessment performed during project implementation. Soil, vegetation, floodplain, structural, electrical assessments, for example, should be filed in this section. Any other existing site or facility investigative reports and all quality assurance documents such as third party project inspection, testing and certification should also be filed in this section.

Section D. Design. This section should contain a record of documents produced and decisions made during the design phase of a project. The design phase typically occurs when project activity has shifted from conceptual discussion to organizing detailed direction provided to a contractor for construction. Correspondence from the Director providing design approval should be in this section.

Section E. Project Work. This section should contain a record of decisions made during project work. The letter from the Director granting notice-to-proceed with the project should be in this section. All contractor proposals, change-orders, design modification documents, daily construction activity records, weekly meeting minutes, etc. should be in this section. Documentation for larger projects should be organized according to subcontractor activity or standard specification enumeration. The final document filed in this section should be the Service correspondence sent to the Concessioner providing project acceptance and close-out.

Section F. Financial. This is a very important section where a copy of all contracts and contract modifications should be filed. It is important to assure that all expenditures are accounted for. All expenditures must have sufficient supporting documentation cross-referenced with documents in other file sections, if necessary. Monthly financial detail reports shall be prepared and filed in this section with copies of all project budget documents. This section must contain all correspondence supporting LSI with appropriate cross reference to other sections for clarity of the LSI "paper trail." (For example, cross reference tabs). Also contained in this section shall be a copy of the project acceptance and close-out letter from the Director that specifies the amount of leasehold surrender interest, if any, applicable to the project.

Section G. Photo Documentation. Complete documentation, including before-and-after photos, records of any special situations or conditions requiring changes, documentation of methods

used, etc., should be kept to support requests for LSI and to assist future maintenance and/or appraisal efforts. Photographic documentation is also usually required for modifications to “listed” historic structures. To be most useful, photos should be filed with the documents they support.

(g) Submit Resource Compliance Documents for Review and Approval

During development of the project statement, responsibility for compliance work will be established. The Concessioner must request the participation of Service staff early in project planning to assure uninterrupted project implementation. Development of compliance documentation must occur as soon as possible. Every effort shall be made to perform compliance document preparation tasks concurrently with project planning and design.

(1) Historic/cultural compliance. Historic and cultural compliance document approval is required for property listed in or eligible for inclusion in the National Register of Historic Places. Any undertaking affecting property listed shall be performed in accordance with The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings. The Concessioner must document proposed actions using the “XXX Form” (available from the National Park Service) before any work occurs for any project that may affect a historic structure, historic district, cultural landscape, archeological site or historic object or furnishing. Compliance will usually require the preparation of at least “assessment of effect” drawings and specifications to the level of final documents if required. Compliance shall carry through to submission of the “Construction or R&M Completion Report” for many projects where significant changes are made to the historic structure and/or landscape. Therefore, compliance document approval usually will not occur until after submission of project documents. In-park historic compliance review and approval will require at least several weeks from date of submittal. Where submittal is made to the State Historic Preservation Officer or the Advisory Council on Historic Preservation, additional time will be required before approval may be given. This may be performed concurrently with approval of project documents.

(2) Ground disturbance. Where ground disturbance will take place submittal of drawings that show area and depth of proposed ground disturbance will be required. Submittal of this document early in project planning is recommended. All project documents that include soil disturbance shall have the following specification included within them:

“Petroglyphs, artifacts, burial grounds or remains, structural features, ceremonial, domestic and archeological objects of any nature, historic or prehistoric, found within the project area are the property of and will be removed only by the Government. Should Contractor's operations uncover or his/her employees find any archeological remains, Contractor shall suspend operations at the site of discovery; notify the Government immediately of the findings; and continue operations in other areas. Included with the notification shall be a brief statement of the location and details of the findings. Should the temporary suspension of work at the site result in delays, or the discovery site require archeological studies resulting in delays of additional work for Contractor, he/she will be compensated by an equitable adjustment under the General Provisions of the contract.”

(3) Archeological Monitoring. Monitoring project activity is a requirement of cultural compliance when significant ground disturbance occurs during project work. Any cultural resource monitoring required shall be performed under the direction of the Service. The Service shall be notified sufficiently in advance of the need for a monitor and will assist the Concessioner in making arrangements for the services of an archeological monitor at the expense of the Concessioner, if the Service is unable to provide the expertise.

(4) National Environmental Policy Act (NEPA) compliance. NEPA compliance document approval is required before any construction or R&M project occurs for any project that has an impact on the environment. Projects requiring compliance will be identified by the NPS early during project planning. The actual review period length may vary widely depending on the nature, scope, and complexity of the project elements that relate to resource compliance. Projects that have an insignificant effect on Area resources usually require a “categorical exclusion” determination--a process that may require sufficient extended lead-time from submittal of review documents. Projects having a significant effect on Area resources or that are not part of other NEPA compliance documentation may also require a longer period of implementation.

(h) Submit Project Documents (PDs) for Review and Approval

The Concessioner shall submit PDs for review and approval to establish project activity for approval by the Director. Approved PDs establish the full scope of the project and the quality of work to be performed by the Concessioner. The scope of the documents required will be identified in the PS. The scope and detail of the documents will vary depending on the nature and complexity of the project. “Manufacturer's cut-sheets” may be all that is required for some R&M projects, and for others, complete detailed drawings and specifications may be required. The Concessioner is responsible for the technical accuracy and completeness of PDs and shall provide the technical review as needed to assure compliance with all applicable federal, state and local statutes, codes, regulations and appropriate industry standards. Any exception to this will be by written authorization from the Director.

(i) Submit a Project Estimate and Schedule

An estimate of the Total Project Price and completion schedule shall be submitted to the Director before work begins. This is a revision of the Total Project Price and completion schedule estimated in the Project Statement. It is based on the best information available identified during project planning and design.

Sec. 4. Project Management Procedures

(a) Identify a Project Supervisor

A Project Supervisor shall be identified and vested with the authority to direct the contractor on behalf of the Concessioner. The Service will direct its communication concerning the nature and progress of day-to-day project activity to this person. This person should have full responsibility for assuring that all construction complies with the approved Project Documents and specified code compliance. The Service should not take any responsibility for projects until Project Close-

out and Acceptance when the Service receives certification of completed work performed in compliance with Project Documents and all specified codes.

(b) Submit a Total Project Price for Review

(1) All projects completed under the terms of this Contract where LSI is requested shall include submittal of a Total Project Price in writing to the Superintendent for review.

(2) Where no LSI is requested, the Total Project Price is provided as an informational item. Formal approval by the Director is not required.

(c) Notice-to-Proceed with a Project

A “Notice-to-Proceed” with a project will be issued when all submittals requested by the Director have been reviewed and approved. The Notice-to-Proceed must be received by the Concessioner in writing before any project work occurs.

(d) Hold a Pre-Project Conference with the Contractor

The Concessioner shall arrange and facilitate a pre-project conference as needed or as requested by the Director with the Contractor. The purpose of the conference is to provide the Service the opportunity to meet the Contractor and confirm that the Contractor has full understanding and knowledge of all work to be performed. In addition, the conference provides the opportunity to confirm established communication linkages between the Concessioner, the Contractor and the Service. Any questions the Contractor may have regarding any matter of the project or anything about Area access, rules and regulations may also be discussed.

(e) Submit Project Activity Reports (As Required)

A record of project activity shall be provided by the Concessioner on all approved projects. The scope and frequency of performing this documentation shall be identified upon submittal of PDs for Director approval. The Concessioner is responsible for the accuracy and completeness of all design and completed projects.

(1) Content. Project activity reports shall summarize daily project activity recording important observations and decisions. It shall also identify project expenditures to date if required for leasehold surrender interest purposes. The reports shall identify any changes to the approved PDs either by change order or any other variance from approved PDs. The Director shall be notified immediately, if a change is likely to occur in the Total Project Price where the project involves LSI. (See discussion below for review and approval of change orders and contract modifications.)

(2) Regulatory code compliance and project inspection (as required). Inspection reports specifically addressing regulatory code compliance and adherence to PDs will be required, at the request of the Director, during certain stages of the work. Independent industry certified inspectors or registered professional subject area experts shall perform all inspections and project component certification. Inspection reports shall be prepared that include all findings and results of code compliance inspection. Section and paragraph of applicable codes shall be referenced

when deficiencies are noted. Recommendations presenting remediation shall accompany line item deficiencies in the report. All inspection reports shall be included in the final project completion report submitted before project acceptance by the Director.

(f) Submit Requests for Changes in Approved Project Documents

The Director's approval will be required before any significant changes are made to the project scope during the completion of projects, as identified in the approved PDs. The Concessioner shall provide the Director with written notification immediately upon identifying the need for a change in project scope that affects any of the items listed below. The written notification shall include a request for change in the approved PDs complete with justification and explanation of effect of change on all other aspects of project design and work. Requests for any significant changes in the approved PDs shall be reported in project activity reports with attachment of any documentation requested. Changes in approved project scope during the work that will require review and approval of the Director include the following:

- (1) Changes affecting natural, cultural and/or historic resources;
- (2) Changes in designated visual appearance;
- (3) Changes in the interface with Service utility and/or road facility maintenance operations;
- (4) Changes in project scope and/or the estimated leasehold surrender interest, as required for facility improvement projects.
- (5) Proposed changes where natural or cultural/historic resources are involved may require a significant period of review depending on the complexity of the concern.

(g) Submittal of Change Orders for Review and Approval (For Leasehold Surrender Interest Only)

When one of the five factors listed above exists, the Concessioner shall submit, for the review and approval of the Director, documentation justifying the proposed changes. The Concessioner shall also submit a revised Total Project Price for each proposed change, as needed, indicating the proposed change in estimated LSI. All change orders or any other means of directing the Contractor that may have the effect of increasing the Total Project Price will require the Director's review and approval, if the project has LSI implications.

(h) Service Project Inspection

The project will be inspected periodically by a representative of the Service. The purpose of these inspections is not in lieu of or in any way a substitute for project inspection provided by the Concessioner. The responsibility to assure safe, accountable project activity and for providing the contractor with direction to fulfill the full scope of approved work is the responsibility of the Concessioner.

(i) Project Supervision Documents

Project drawings and specifications must be kept on the project site complete with any design or project modifications, in a well-organized form. The Construction Supervisor shall keep a current “red-line” copy of approved PDs updated daily showing any changes. In addition, a well-organized file of submittals required in the approved PDs and approved where required by professional Architects and/or Engineers must also be kept on the project site with the PDs for periodic inspection by the Service.

(j) Substantial Completion Inspection and Occupancy

Joint inspection by the Service and the concessioner will occur upon notification that the project is substantially complete. A “punch list” of work items will be formulated and performed to “close-out” the project. The Director, in writing will accept the project, when the “punch-list” items are completed.

The Concessioner is not to occupy the facility until authorized in writing by the Director.

(k) Requesting Approval of Leasehold Surrender Interest

Upon substantial completion of a project, as determined by the Director, the Concessioner must provide the Director a written schedule of requested LSI eligible costs incurred, which becomes the Concessioner's request for LSI approval. The project file, containing actual invoices and the administrative record of project implementation, must support these expenditures and shall be submitted to the Director for review with the request. If requested by the Director, the Concessioner shall also provide written certification from a certified public accountant regarding the LSI costs. The certification must comply with the requirements of Exhibit A of this Contract.

(l) Project Completion Report

Upon completion of any project, the Concessioner shall submit a Project Completion Report to the Director. The completion report shall include the Total Project Cost; before-and-after photo documentation; warranties; operation and maintenance manuals, if required; all inspection and certification reports; and “as-constructed” drawings (see item section C(13) below). Projects where LSI is requested may require the submittal of any other similar documents deemed by the Service necessary to establish complete project documentation. The level of documentation requested may also include adequate photo-documentation provided during construction to record significant unforeseen site and construction conditions resulting in changes to approved PDs and the approved Total Construction Price.

(m) “As-Constructed Drawings”

The “as constructed” drawings included with the Project Completion Report for all projects shall be full-size archival quality prepared in accordance with Service management policies and must be submitted before project acceptance by the Director. At least two half-size sets of drawings shall also be provided. The drawings establishing LSI shall provide a full and complete record of all “as-constructed” facilities including reproduction of approved submittals and

manufacturer's literature documenting quality of materials, equipment and fixtures in addition to a record set of project specifications approved for construction.

(n) Request Project Acceptance and Close-out by the Director

The Concessioner shall request project acceptance by the Director either at the time of submittal of the Project Completion Report or at any time thereafter. Project acceptance will be contingent upon fulfillment of all requested project completion work tasks and submittal of all project documentation in accordance with these guidelines and as requested by the Service. Until receiving formal written project acceptance and close-out from the Director, the Concessioner retains full responsibility for all project construction activity and liability for both completed and uncompleted work. For LSI projects, the project close-out letter issued by the Director will specify the granted amount of LSI value resulting from the project.

EXHIBIT G**LEASEHOLD SURRENDER INTEREST
AS OF THE EFFECTIVE DATE OF THIS CONTRACT**

Pursuant to Section 9(c)(2), the Concessioner's leasehold surrender interest in real property improvements as of the effective date of this Contract, if any, is as follows:

Location	FMSS Code	FMSS Description	FMSS Asset Type	Unit of Measure SF	Date Built or Installed	Historic (Y or N)	LSI Value in USD*
Skyland	85820	Bushytop Lodging	4100	3,070	1957	N	133,896
Skyland	85821	Ash Cabin	4100	524	1939	Y	22,854
Skyland	85822	Maple Cabin	4100	624	1939	Y	27,215
Skyland	85823	Dogwood Cabin	4100	524	1939	Y	22,854
Skyland	85824	Wildwood Cabin	4100	655	1939	Y	28,567
Skyland	85825	Hemlock Cabin	4100	515	1939	Y	22,461
Skyland	85826	Canyon Lodging	4100	7,092	1960	N	309,313
Skyland	85827	New Market Lodging	4100	3,130	1957	N	136,513
Skyland	85828	Conference Hall	4100	4,361	1939	Y	190,202
Skyland	85830	Vending Machine Shelter	4100	176	1962	N	7,676
Skyland	85831	Appledore Lodging	4100	7,030	1967	N	306,609
Skyland	85832	Craigin Lodging	4100	6,846	1969	N	298,584
Skyland	85833	Birmingham Lodging	4100	3,021	1956	N	131,759
Skyland	85834	Winship Lodging	4100	3,019	1957	N	131,672
Skyland	85836	Shenandoah Lodging	4100	3,190	1962	N	139,130
Skyland	85837	Vending Machine Shelter	4100	106	1966	N	4,623
Skyland	85838	Dormitory B	4300	1,894	1930	Y	82,606
Skyland	85839	Dormitory A	4300	1,894	1930	Y	82,606
Skyland	85840	Dormitory G	4300	1,100	1964	N	47,976
Skyland	85841	Dormitory E	4300	2,995	1964	N	130,625

Location	FMSS Code	FMSS Description	FMSS Asset Type	Unit of Measure SF	Date Built or Installed	Historic (Y or N)	LSI Value in USD*
Skyland	85842	Dormitory D	4300	1,100	1964	N	47,976
Skyland	85843	Dormitory F	4300	1,130	1966	N	49,284
Skyland	85844	Dormitory C	4300	1,814	1939	Y	79,116
Elkwallow	85847	Birch Cottage (Dorm)	4300	844	1939	Y	36,810
Elkwallow	85848	Wood Sales & Service Bldg.	4100	200	1969	N	8,723
Elkwallow	85849	Portico Connector	4100	500	1969	N	21,807
Elkwallow	85850	Storage	4100	291	1957	N	12,692
Elkwallow	85851	Comfort Station	4100	543	1969	N	23,683
Elkwallow	85852	Wayside	4100	3,260	1939	Y	142,183
Skyland	85865	Warehouse Storage Shed	4100	144	1961	N	6,280
Loft Mountain	85866	Wayside Garbage Storage	4100	128	1975	N	5,583
Loft Mountain	85868	Campstore, Shower & Laundry	4100	4,370	1965	N	190,595
Loft Mountain	85869	Employee Dormitory	4300	2,019	1965	N	88,057
Loft Mountain	85871	Wayside	4100	3,827	1971	N	166,912
Lewis Mountain	85872	Campstore	4100	2,554	1940	Y	111,391
Lewis Mountain	85873	Cottage 1A	4100	610	1940	Y	26,605
Lewis Mountain	85874	Cottage 2B	4100	481	1940	Y	20,978
Lewis Mountain	85875	Cottage 3C	4100	468	1940	Y	20,411
Lewis Mountain	85876	Cottage 4D	4100	633	1940	Y	27,608
Lewis Mountain	85877	Cottage 5E	4100	571	1939	Y	24,904
Lewis Mountain	85878	Chestnut Cottage F	4100	457	1939	Y	19,932
Lewis Mountain	85879	Spruce Cottage G	4100	604	1938	Y	26,343
Big Meadows	85883	Wayside Garbage Storage	4100	360	1965	N	15,701
Big Meadows	85892	Wood Sales Building	4100	1,181	1968	N	51,509

Location	FMSS Code	FMSS Description	FMSS Asset Type	Unit of Measure SF	Date Built or Installed	Historic (Y or N)	LSI Value in USD*
Big Meadows	85895	Employee Quarters	4300	1,020	1966	N	44,487
Big Meadows	85896	Employee Quarters	4300	2,312	1963	N	100,836
Big Meadows	85898	Employee Quarters	4300	1,020	1961	N	44,487
Big Meadows	85905	Employee Quarters	4300	1,020	1961	N	44,487
Big Meadows	85907	Storage & Service Bldg.	4100	333	1965	N	14,524
Big Meadows	85908	Old Linen Bldg.	4100	69	1939	Y	3,009
Big Meadows	85909	Laundry & Service Bldg	4100	1,486	1966	N	64,811
Big Meadows	85911	Crescent Rock Lodging	4100	4,679	1986	N	204,071
Big Meadows	85912	Hawksbill Cottage	4100	3,600	1946	Y	157,012
Big Meadows	85914	Black Rock Cottage	4100	3,600	1946	Y	157,012
Big Meadows	85915	Piedmont Cottage	4100	3,600	1941	Y	157,012
Big Meadows	85917	Rapidan Cottage	4100	7,026	1963	N	306,434
Big Meadows	85919	Double Top Cottage	4100	7,092	1959	N	309,313
Big Meadows	85921	Mountain View Cottage	4100	865	1938	Y	37,726
Big Meadows	85923	Lynchburg Cottage	4100	568	1938	Y	24,773
Big Meadows	85924	Blacksburg Cottage	4100	534	1938	Y	23,290
Big Meadows	85926	Bridesburg Cottage	4100	580	1938	Y	25,296
Big Meadows	85928	Petersburg Cottage	4100	525	1938	Y	22,898
Big Meadows	85929	Garbage Storage	4100	201	1961	N	8,766
Big Meadows	85930	Big Meadows Lodge	4100	34,273	1938	Y	1,494,793
Big Meadows	85934	Wayside Ice Storage	4100	74	1961	N	3,227
Big Meadows	85935	Service Station	4100	514	1961	N	22,418
Big Meadows	85939	Wayside	4100	6,781	1939	Y	295,749

Location	FMSS Code	FMSS Description	FMSS Asset Type	Unit of Measure SF	Date Built or Installed	Historic (Y or N)	LSI Value in USD*
Skyland	85940	Garbage Storage	4100	192	1958	N	8,374
Skyland	85944	Storage Shed	4100	150	1958	N	6,542
Skyland	85945	Storage Shed	4100	145	1958	N	6,324
Skyland	85946	Hack (Stable)	4100	950	1939	Y	41,434
Skyland	85947	Maintenance & Utility Bldg	4100	2,200	1965	N	95,951
Skyland	85948	Hay Storage Stable	4100	433	1953	N	18,885
Skyland	85949	Stable	4100	1,323	1939	Y	57,702
Skyland	85950	Raven's Nest Lodging	4100	7,092	1962	N	309,313
Skyland	85951	Whiteoak Lodging	4100	4,118	1953	N	179,604
Skyland	85952	Stony Man Lodging	4100	4,118	1952	N	179,604
Skyland	85953	Pinnacles Lodging	4100	7,688	1958	N	335,307
Skyland	85954	Office (Registration Bldg)	4100	2,386	1956	N	104,064
Skyland	85956	Dining Room	4100	16,414	1952	N	715,885
Skyland	85957	Winchester Lodging	4100	2,193	1954	N	95,646
Skyland	85958	Hazeltop Lodging	4100	3,112	1957	N	135,728
Skyland	90949	Stables	4100	1,323	1939	Y	57,702
Skyland	90954	Vending Machine Shelter (Franklin)	4100	207	1989	N	9,028
Skyland	90955	Storage	4100	67	1965	N	2,922
Big Meadows	90957	Shower	4100	1,213	1989	N	52,904
Skyland	90958	Franklin Lodging	4100	3,514	1988	N	153,261
Skyland	90959	Laurel Lodging	4100	13,468	1988	N	587,398
Lewis Mountain	90977	Cookout Shelter	4100	163	1965	N	7,109
Lewis Mountain	90978	Cookout Shelter	4100	163	1965	N	7,109
Lewis Mountain	90980	Cookout Shelter	4100	163	1965	N	7,109
Lewis Mountain	90981	Camping Shelter	4100	324	1940	Y	14,131

Location	FMSS Code	FMSS Description	FMSS Asset Type	Unit of Measure SF	Date Built or Installed	Historic (Y or N)	LSI Value in USD*
Big Meadows	107870	Dorm	4300	1,415	1987	N	61,715

Total LSI \$10,300,000*

Exhibit G Approved Effective: [Date].

CONCESSIONER

DIRECTOR, NATIONAL PARK SERVICE
United States of America

By: _____
[Name]
Title: _____

By: _____
Dennis Reidenbach,
Regional Director, Northeast Region

EXHIBIT H

MAINTENANCE PLAN

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EXHIBIT H MAINTENANCE PLAN

INTRODUCTION

This Maintenance Plan between DNC Parks & Resorts at Shenandoah, Inc. (hereinafter referred to as the "Concessioner") and the National Park Service (hereinafter referred to as the "Service") sets forth the maintenance responsibilities of the Concessioner and the Service with regard to those lands and facilities within Shenandoah National Park (hereinafter referred to as the "Area") that are assigned to the Concessioner for the purposes authorized by the Contract. In the event of any apparent conflict between the terms of the Contract and this Maintenance Plan, the terms of the Contract, including its designations and amendments will prevail.

This plan will remain in effect until superseded or amended. It will be reviewed annually by the Superintendent in consultation with the Concessioner and revised as determined necessary by the Superintendent of the Area. Revisions may not be inconsistent with the terms and conditions of the main body of the Contract. Any revisions must be reasonable and in furtherance of the purposes of this Contract.

PART A - GENERAL

1) General Concession Facilities Standards

- A) Pursuant to the Contract, the Concessioner is solely responsible for the maintenance of all Concession Facilities to the satisfaction of the Service. Compliance with the terms of this Maintenance Plan is required for this purpose.
- B) The Concessioner must conduct all maintenance activities in compliance with Applicable Laws. Applicable Laws include, but are not limited to, Service standards, DOI and NPS Asset Management Plans, NPS Management Policies, manufacturer recommendations and specifications and those otherwise defined in the Contract. In the event of a conflict between manufacturer's recommendations and specifications and other Applicable Laws, the former will prevail.

2) Definitions

In addition to the defined terms contained or referenced in the Contract, the following definitions apply to this Maintenance Plan.

Asset. Real Property that the Service desires to track and manage as a distinct identifiable entity. It may be a physical structure or grouping of structures, land features, or other tangible property that has a specific service or function such as an office building, lodge, motel, cabin, residence, campground, marina, etc.

Capital Improvement. A Capital Improvement, as further described in Exhibit A to the Contract, is a structure, fixture, or non-removable equipment provided by the Concessioner pursuant to the terms of this Contract.

Component. A portion of an Asset or system.

Component Renewal/Replacement. The planned Replacement of an Asset at the end of its Useful Life. Component Renewal/Replacement examples include the replacement of roofs; electrical distribution systems; heating and cooling systems; pavement replacement for roads, parking lots and walkways; and the rehabilitation of windows and/or replacement of windows and doors. Component Renewal/Replacement includes the deconstruction of the existing Component and Replacement with a new Component of equal capability and performance. These actions recur on a periodic cycle of greater than seven years.

Concession Facilities. Concession Facilities, as further defined in the main body of the Contract, are all Area lands assigned to the Concessioner under the Contract and all real property improvements assigned to the Concessioner under the Contract.

Contract. The agreement (as it may be amended from time to time) to which this Maintenance Plan is attached, including all attachments, exhibits or incorporated provisions of the agreement.

Deferred Maintenance. Maintenance that was not timely or properly conducted. Continued Deferred Maintenance will result in Deficiencies.

Deficiencies. Defects in an Asset that occur when maintenance is not performed in a timely manner. Deficiencies may not have immediately observable physical consequences, but when allowed to accumulate uncorrected, lead to deterioration of performance, loss of Asset value, or both.

Environmentally Preferable. Products or services that have a lesser or reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. This comparison may consider raw materials acquisition, productions, manufacturing, packaging, distributions, reuse, operations, maintenance, or disposal of a product or service. Product considerations include, but are not limited to, the environmental impacts of the product's manufacture, product toxicity, and product recycled content including post consumer material, amount of product packaging, energy or water conserving features of the product, product recyclability and biodegradability. These include those products for which standards have been established for federal agency facilities and operations.

Facility Operations. Operational actions performed by the Concessioner on a recurring basis that meet daily operational needs of Concession Facilities. Typical work performed under Facility Operations includes janitorial and custodial services, snow removal, operation of utilities, and grounds keeping. Certain Facility Operations requirements may be included in Exhibit B (Operating Plan) to the Contract.

Feasible. The ability to provide the equipment, materials or procedures that are required because they are technically possible, economically reasonable, appropriate for the location and the use identified, and consistent with industry best management practices.

Hazardous Substance. Any hazardous waste, hazardous chemical or hazardous material as defined under 40 Code of Federal Regulations (CFR), Part 261, US Occupational Safety and Health Administration (OSHA) in 29 CFR 1910.1200 or 40 CFR 171, respectively.

Hazardous Waste. Any waste defined as such under 40 CFR 261 – 265.

Maintenance. The maintenance of Concession Facilities as described in this Maintenance Plan. Maintenance includes, but is not limited to, actions taken under the following maintenance categories: Component Renewal/Replacement; Recurring Maintenance; Facility Operations; Preventive Maintenance; and Repair.

Personal Property. Manufactured items of independent form and utility including equipment and objects solely for use by the Concessioner to conduct business. Personal Property includes, without limitation, removable equipment, furniture and goods, necessary for Concessioner operations under the Contract. Personal Property may be Government assigned property.

Preventive Maintenance. Planned, scheduled periodic maintenance activities that are performed weekly, monthly, quarterly, semi-annually, or annually on selected Assets, typically including, but not limited to, inspection, lubrication, and adjustment.

Recurring Maintenance. Planned work activities that reoccur on a periodic cycle of greater than one year to sustain the useful life of an Asset. Typical projects include, but are not limited to, painting, pump and motor replacement, cleaning, repair and replacement of lighting, engine overhaul, replacement of carpeting, and refinishing hardwood floors.

Repair. Work undertaken to restore damaged or worn out Assets to a fully functional operating condition.

Repair and Maintenance Reserve. A Concessioner reserve account that is established in the main body of this Contract. Repair and Maintenance Reserve funds may only be used to carry out maintenance actions on a project basis that are authorized in writing by the Service and that are non-recurring within a seven-year time frame. Repair and Maintenance Reserve funds may not be expended to construct or install Capital Improvements.

Replacement. Exchange or substitution of one Asset for another that has the capacity to perform the same function at a level of utility and service equivalent to the original Asset.

Solid Waste. Discarded household and business items such as product packaging, grass clippings and other green waste, furniture, clothing, bottles, food scraps, newspapers, white goods and other appliances. It is more commonly referred to as trash, garbage, litter, or rubbish. The term “solid waste,” as used in this Maintenance Plan, does not include sewage, septic sludge, hazardous waste, universal waste and miscellaneous maintenance wastes such as used oil, tires, and lead-acid batteries.

Sustainable Design. Design that applies the principles of ecology, economics, and ethics to the business of creating necessary and appropriate places for people to visit, live in or work. Development that has a sustainable design sites lightly on the land, demonstrates resource efficiency, and promotes ecological restoration and integrity, thus improving the environment, the economy, and society.

Sustainable Practices/Principles. Those choices/decisions, actions and ethics that will best achieve ecological/biological integrity; protect qualities and functions of air, water, soil, and other aspects of the natural environment; and preservation of human cultures. Sustainable practices allow for use and enjoyment by the current generation, while ensuring that future generations will have the same opportunities.

Useful Life. The serviceable life of an Asset.

Universal Waste. Any Waste as defined under 40 CFR 273. These include but are not limited to mercury-containing materials such as thermostats, mercury containing lamps such as fluorescent, high intensity discharge, sodium vapor, mercury vapor, lamps, cathode ray tubes (CRTs) from computers and televisions, nickel-cadmium and sealed lead-acid batteries, and waste pesticides.

Waste Prevention. Any change in the design, manufacturing, purchase, or use of materials or products (including packaging) to reduce their amount or toxicity before they are discarded. Waste prevention also refers to the reuse of products or materials.

Waste Reduction. Preventing or decreasing the amount of waste being generated through waste prevention, recycling, or purchasing recycled and environmentally preferable products.

3) Concessioner Responsibilities

A) General

- (1) The Concessioner must undertake Maintenance of Concession Facilities to the satisfaction of the Service, including, without limitation, compliance with the requirements of this Maintenance Plan.
- (2) All maintenance must be undertaken in accordance with Applicable Laws, including without limitation, applicable building and safety codes. All personnel conducting maintenance must have the appropriate skills, experience, licenses and certifications to conduct such work.
- (3) The Concessioner, where applicable, must submit project plans to the Service that are stamped by a Professional Engineer or Registered Architect licensed in the applicable State.
- (4) The Concessioner, where applicable, must obtain the appropriate permits required by State or local law, U.S. Environmental Protection Agency, and other regulatory agencies and provide copies of the permits to the Service.
- (5) The Concessioner must conduct Maintenance activities in a manner that, to the extent feasible, minimizes environmental impact; utilizes principles of preventive maintenance, waste prevention and reduction, and sustainable design and sustainable practices/principles; and incorporates best management practices.
- (6) The Concessioner must incorporate LEED (Leadership in Energy and Environmental Design) standards to achieve a silver rating for facility design and construction, unless otherwise indicated by the service.
- (7) The Concessioner must comply with the Americans with Disabilities Act and the Architectural Barriers Act guidelines where applicable.

- (8) The Concessioner must not construct or install Real Property Improvements (including, without limitation, Capital Improvements) as part of Maintenance or otherwise except in compliance with all terms and conditions of the Contract including, without limitation, the provisions of Exhibits A and F.
- (9) The Concessioner must comply with the Repair and Maintenance procedures and requirements set forth in Exhibit F to the Contract prior to and after expending Repair and Maintenance Reserve funds.
- (10) The Concessioner may perform emergency repairs without prior Service approval as long as appropriate documentation follows within one business day.
- (11) Service Construction and Capital Improvements. From time to time, the Service may undertake and fund construction and Capital Improvements within Concession Facilities. The Service will work with the Concessioner to minimize impacts from these projects upon visitor services and Concessioner operations. The Concessioner must cooperate with the Service to achieve Service objectives and complete these projects in a timely and workmanlike manner.

B) Environmental, Historic, and Cultural Compliance

- (1) Certain Maintenance actions may be subject to compliance procedures under the National Environmental Policy Act, National Historic Preservation Act, and other laws as part of a planning process that allows the Service to ensure that all Concessioner activities meet the requirements of Applicable Laws for natural and cultural resource protection.
- (2) The Service in cooperation with the Concessioner will determine what environmental compliance with the above legal requirements may be required for particular maintenance actions. Note that this does not apply to compliance requirements outside the planning process which are wholly the responsibility of the Concessioner.
- (3) Any proposed maintenance actions that require review under these procedures must be submitted to the Superintendent by the Concessioner in the format required by the Park.
- (4) The Concessioner may be required to prepare an environmental assessment, environmental impact statement, or related documents at its expense for certain maintenance actions. The Service will advise the Concessioner on proper process and procedure.
- (5) The Concessioner must consult with the Park's Cultural Resource Manager, the technical area specialist responsible for decisions on all historic structures in the Area.
- (6) The Concessioner must consult with the Park's Natural and Cultural Resources Division Chief, the technical expert for environmental impacts (NEPA).

C) Maintenance Tracking

- (1) The Concessioner must fully develop, implement, and administer a Computerized Maintenance Management System (CMMS) within 60 days of the effective date of the Contract and use it to track the condition and work associated with Concession Facilities in accordance with this Maintenance Plan and upon direction from the Service. The

Concessioner must use the CMMS to plan and record all maintenance and/or construction performed on Concession Facilities.

- (2) Within 90 days of the effective date of the contract, the Concessioner will complete a Condition Assessment and enter its findings into its CMMS within two weeks of completion.
- (3) The Concessioner will enter work orders requests in the CMMS within 24 hours of receiving them.
- (4) The Concessioner will enter 100% of work performed into the CMMS within 24 hours of completion. The Concessioner must provide the Service with requested maintenance information on a frequency determined by the Service in an electronic format defined by the Service. This information will include, but is not limited to: (1) outstanding deferred, recurring, preventive, scheduled, and unscheduled maintenance by Asset; and (2) budgeted and actual expenditures by Asset for deferred, recurring, preventive, scheduled, and unscheduled maintenance. The Service, in consultation with the Concessioner, will define the specific requirements for providing requested information, including data export formats, required fields, and data structure.

D) Inspections

- (1) *Concessioner Inspections.* The Concessioner must conduct annual inspections of Concession Facilities to determine compliance with this Maintenance Plan and to develop future maintenance requirements.

E) Annual Concessioner Maintenance Plan (ACMP)

The Concessioner must provide the Service on an annual basis (for Service review and approval) a proposed Annual Concessioner Maintenance Plan for the next calendar year applicable to all Concession Facilities. The Concessioner must deliver the proposed revised ACMP to the Superintendent on or before December 31 of each year. The ACMP must include the following information.

- (1) *Preventive Maintenance (PM).* The proposed ACMP must include PM actions, procedures and schedules that ensure proper Preventive Maintenance of all Concession Facilities. At a minimum, the PM actions, procedures and schedules must include summary procedures for each Asset, including but not limited to roofs, building envelopes, and mechanical equipment. At a minimum, the PM procedures and schedules must adhere to manufacturers' recommendations. The PM procedures must describe the tasks that the Concessioner expects to perform during the next calendar year and those that it performed in the previous calendar year (for comparative purposes).
- (2) *Recurring Maintenance.* The proposed ACMP must include Recurring Maintenance actions, procedures, and schedules for Recurring Maintenance to be performed.
- (3) *Scheduled Repair.* The proposed ACMP must include actions, plans, and procedures for scheduled Repair of Concession Facilities.
- (4) *Unscheduled Repair.* The proposed ACMP must include a service call procedure and method to prioritize service calls for unscheduled Repairs.
- (5) *Component Renewal/Replacement.* The proposed ACMP must include actions, plans and procedures for Component Renewal/Replacement.
- (6) *Deferred Maintenance.* The proposed ACMP must include actions, plans and procedures to cure all Deferred Maintenance (and any resulting Deficiencies) as soon as

it is noted. The Concessioner must make a minimum investment to cure existing Deferred Maintenance during the first four years of the contract term in the amounts noted in the chart below.

Contract Year	Total DM	Less RMR-eligible Projects	Total Investment (in addition to RMR)
<u>1</u>	\$1,023,344	\$28,919	\$994,425
<u>2</u>	\$209,102	\$53,378	\$155,724
<u>3</u>	\$273,094	\$0	\$273,094
<u>4</u>	\$359,039	\$0	\$359,039
Total	\$1,864,578	\$82,297	\$1,782,282

- (7) Inspection plans and procedures that demonstrate how the Concessioner must oversee the conduct of maintenance during the next calendar year.
- (8) The proposed ACMP must also include the Concessioner's estimated expenditures associated with the proposed ACMP, including, without limitation, a breakout of labor, materials, contracted services, and indirect costs on an Asset basis applicable to each maintenance category set forth above.

F) Annual Concessioner Maintenance Reporting (ACMR)

The Concessioner must provide the Service with an Annual Maintenance Report that covers all Concession Facilities and presents the maintenance accomplished during the previous calendar year. The Concessioner must deliver the report to the Superintendent on or before January 15 of each year. The ACMR must include the following elements:

- (1) *Maintenance Actions*. The ACMR must include a summary of all maintenance actions by applicable Asset and Maintenance category that were completed in the previous calendar year, including, without limitation, actions to cure Deferred Maintenance (and any resulting Deficiencies).
- (2) *Maintenance Expenditures*. The ACMR must include the Concessioner's expenditures associated with Maintenance by applicable Asset and Maintenance category for the previous calendar year, including, without limitation, expenditures to cure Deferred Maintenance (and any resulting Deficiencies).
- (3) *Multiyear Repair and Maintenance Reserve Plan*. The Concessioner must provide the Service (for review and approval) with a Multiyear Repair and Maintenance Reserve Plan that covers all Concession Facilities. The Concessioner must update the plan as requested by the Service but no less frequently than once per year. The Concessioner must deliver the plan to the Superintendent on or before December 31 of each year. The plan must include
 - (a) A forecast, by year, of projects that will use Repair and Maintenance Reserve funds for the next five years, or over the remaining life of the Contract, whichever is shorter.
 - (b) The plan must provide a plan for expenditure of all funds the Concessioner must deposit into the Repair and Maintenance Reserve prior to the expiration of the contract.

G) Repair and Maintenance Reserve Status Reports

The Concessioner must submit a monthly report on the status of projects funded by the Repair and Maintenance Reserve by the 15th day of each month and an annual summary report by January 15 of the following year.

H) Personal Property Report

The Concessioner must provide the Service with a planned personal property replacement, rehabilitation, and repair schedule for the next calendar year annually by December 1 for review and approval of the Service. The plan must include the specifications, item description, and estimated date of replacement, estimated replacement cost, expected life of replacement property, and expected salvage value of replaced personal property at time of replacement.

4) Service Responsibilities

Nothing in this Maintenance Plan will be construed as requiring the Service to conduct Maintenance of Concession Facilities of any kind except as otherwise expressly stated by the terms of this Maintenance Plan. Part B of this Maintenance Plan may describe certain Service responsibilities for particular elements of maintenance of Concession Facilities.

A) Evaluation of Concessioner Maintenance

- (1) *Service Inspections.* The Service from time to time (as determined necessary by the Service but no less than annually) will inspect the condition of Concession Facilities and the progress and quality of maintenance activities. The Concessioner must provide qualified personnel to accompany the Service when Concession Facilities inspections are performed.
- (2) The Service will provide the Concessioner with an annual evaluation of Concession Facilities. The evaluation will be based, among other matters, on the application of the National Park Service Facility Condition Standards during facility inspection. The evaluation will be provided to the Concessioner as a record of Concession Facilities condition documenting the Concessioner's compliance with its obligation to perform all necessary maintenance, including, without limitation, Annual Concessioner Maintenance Plan (ACMP) actions. The findings and results of the evaluation will become part of the basis of evaluating Concessioner performance under the "NPS Concessioner Annual Overall Rating" program.

B) Service Construction and Real Property Improvements

From time to time, the Service may undertake and fund construction of Real Property Improvements within Concession Facilities. The Service will work with the Concessioner to minimize impacts from these projects upon visitor services and Concessioner operations. The Concessioner must cooperate with the Service to achieve Service objectives and complete these projects in a timely and workmanlike manner.

C) Standards of Performance for Facility Management

The Service approves equipment, materials, installations and procedures relating to structural fire prevention, protection and response. The Service will resolve any conflicts between codes or standards.

PART B – CONCESSIONER RESPONSIBILITIES

1) **General**

The Concessioner must maintain, service, and repair appliances, machinery, and equipment including parts, supplies, and related materials per manufacturers' recommendations and replace such items as necessary.

- A) Qualified Personnel.** All maintenance and repair work must be done by qualified personnel as defined by Applicable Laws, including without limitation, appropriate codes. All personnel conducting repair, maintenance, and rehabilitation work on assets must have the appropriate skills, experience, licenses and certifications to conduct such work.
- B) Correction of Deficiencies.** The Concessioner must correct all deficiencies including those noted on the Periodic Concession Evaluation Report, or other inspection reports, by the date(s) specified. Failure to make correction(s) within the date(s) specified may result in downgrading the preliminary rating and may result in an unsatisfactory rating.
- C) Emergency Repairs.** The Concessioner may perform emergency repairs without prior Service approval. Appropriate documentation must follow within one business day.
- D) Painting.** Unless required more frequently per the manufacturer's recommendation or the condition of the painted material, the Concessioner must repaint surfaces on a regular cycle—exteriors not less than once every five years and interiors not less than once every seven years. The Concessioner will use paint products of a "best quality" from a major manufacturer of a type and color that is readily available on the open market. The Concessioner must obtain approval from the Superintendent for any changes to paint colors from the color range provided by the Service.
- E) Interior Systems.** The Concessioner must ensure that all interior spaces are clean, properly illuminated, and well maintained, including the following:
- (1) *Flooring.* The Concessioner must keep floors clean and free of litter and stains. Vinyl floor coverings must be clean, waxed or buffed, and free of cracks, chips, and worn places. Interior masonry, tile, or flagstone grouting must be clean and in good repair. Wood floors must be clean and waxed or otherwise sealed.
 - (2) *Carpet.* The Concessioner must keep carpeting clean, free of stains, and in good repair. The Concessioner must replace carpet in public areas at least every seven years, unless required more frequently per the manufacturer's recommendation or if there is excessive wear. The Concessioner must replace carpeting in all areas as needed to maintain a clean and well-maintained appearance. The Concessioner must use carpet and carpet backing with recycled content and low VOC carpet mastic where feasible and appropriate.
 - (3) *Walls and Ceilings.* The Concessioner must maintain walls and ceilings free of breaks/cracks and stains, with a fresh appearance.
 - (4) *Windows.* Windows must be clean and in good repair (no broken or cracked glass, window must be in good operating condition and the glazing and mullions must be in good condition).
 - (5) *Interior Lighting.* The Concessioner must maintain interior lighting as appropriate for its use.
 - (6) *Heating, Ventilation, and Air Conditioning (HVAC) Systems.* The Concessioner must operate, repair, and replace HVAC systems in Concession Facilities.

- (a) The Concessioner must inspect HVAC systems annually, and keep them clean, maintained, and operating in strict accordance with manufacturers' instructions.
 - (b) A certified HVAC technician must perform any new installations or repairs. The technician must have successfully completed an Environmental Protection Agency certified refrigerant program. Concessioner must maintain, repair and maintain documentation and make it available upon request by the Service.
 - (c) The Concessioner must clean and inspect all chimneys, stoves, fireplaces, and exhaust ducts prior to each main operating season.
- (7) *Asbestos*. The Concessioner must maintain health and safety standards in the presence of asbestos in Concession Facilities. The Concessioner must obtain the written approval of the Superintendent before performing any repair, replacement, or abatement of asbestos containing surfaces.
- F) Exterior Systems.** The Concessioner must maintain the structural and architectural integrity of Concession Facilities, including performing the following activities:
- (1) *Exterior Lighting*. The Concessioner must develop an Exterior Lighting Plan that addresses installation and maintenance of directed lighting systems to provide minimum necessary lighting for safe nighttime walking in and around Concession Facilities.
 - (a) The Concessioner must submit its draft Exterior Lighting Plan to the Service within one year after the effective date of the Contract. After its review and approval by the Service, the Concessioner must review and update it as needed or as requested by the Service.
 - (b) This plan must address methods for preserving night skies.
 - (c) All exterior lights must be shielded to cast light downward only to the area of need, to minimize light dispersion to surrounding areas and to protect night skies.
 - (d) Construction or installation of additional path or parking area lighting may only occur with written permission of the Superintendent. Any new installations must incorporate state of the art technology.
 - (e) In addition to maintaining exterior lights on buildings, the Concessioner must maintain parking lot, trail and walkway lighting.
 - (2) *Roofs*. The Concessioner must inspect roofs on an annual basis to ensure that roofing materials are intact and free of deterioration that may affect structural quality, and that roofs are not jeopardized by adjacent vegetation or overhanging tree limbs. The Concessioner must promptly remove vegetation contacting any roof or building.
 - (3) *Gutters and Downspouts*. The Concessioner must ensure that gutters, downspouts, and roof drains remain properly attached to each of the buildings. The Concessioner must inspect and clean gutters, downspouts and roof drains at least annually or more frequently if necessary to maintain the system free of obstructions, clear, and operational. The Concessioner must ensure that dry wells, French drains, swales, and other components are operational and are directing water away from the foundation of the buildings.
 - (4) *Doors and Windows*. The Concessioner must routinely inspect and maintain doors and windows to prevent moisture from causing deterioration of materials or structural damage to the building. Maintenance includes, but is not limited to, caulking, glazing, painting or staining, replacing damaged components, and related work.

- (5) *Siding and Walls.* The Concessioner must routinely inspect and maintain siding to prevent moisture from entering the building or causing deterioration of the siding material. The Concessioner must maintain the walls and trim of Concession Facilities in satisfactory condition. Maintenance of these components includes, but is not limited to, caulking, re-nailing, painting or staining as appropriate, replacing damaged components, and related work.
 - (6) *Structural Ventilation Inspections.* The Concessioner must inspect and maintain structural ventilation (mechanical and passive) on at least an annual basis to permit air circulation as designed and to prevent wildlife and pests from entering buildings. Preventing wildlife and pests from entering the structures is further addressed in the Integrated Pest Management section.
 - (7) *Foundation and Exterior Wall Inspections.* The Concessioner must inspect foundations and exterior walls on an annual basis to ensure they are structurally sound and maintain them to prevent settlement, displacement or deterioration.
 - (8) *Parking Lots, Curbs and Roadways.* The Concessioner must remove downed vegetation from parking lots and roads within the assigned Area.
- G) Fire Detection and Suppression Systems.** Fire detection and suppression systems must be inspected and maintained in conformance with the manufacturer's recommendations and applicable sections of NFPA 13, 25, and 72. Copies of the inspection and maintenance records must be provided to the Concessions Management Office annually by January 15 of each year for the preceding calendar year.

2) Grounds

A) General

- (1) The Concessioner must conduct business and daily activities in such a manner as to minimize impacts on the natural scene, including erosion control and protection of native species.
- (2) Landscaping activities that utilize power equipment must generally occur between 8 a.m. and 5 p.m. so as not to disturb overnight guests.
- (3) *Defensible Space.* The Concessioner must work with the Service to determine appropriate clearing techniques around buildings to protect the facilities from wildland fire.
- (4) *Grass Seed.* The following grass seed mixtures must be used for reseeding within the land assignment:
 - (a) *Sunny Areas* (in pounds per 1000 square feet) –Tridens flavus (purpletop) .36, Panuicum virgatum (switchgrass) .06, Festuca rubra spp. Rubra (creeping red fescue – not chewings fescue) .25, Agrostis perennans (autumn bent grass) .01.
 - (b) *Shady Areas* (in pounds per 1000 square feet) – Festuca rubra spp. Rubra (creeping red fescue – not chewings fescue) .48, Agrostis perennans (autumn bent grass) .01, Elymus virginicus (Virginia wild rye) 1.03.

B) Tree and Shrub Management

- (1) *Hazard Tree/Limb Removal and Identification*
 - (a) The Concessioner must bring to the attention of the Service the existence of hazard trees within Concession Facilities. The Service will approve the removal of hazard trees on a case-by-case basis. Once approved, the Concessioner must remove such trees promptly.

- (b) **Parking Lots and Access Roads.** The Service will remove hazardous trees and limbs where the base of the tree is within 10 feet of the edge of paved parking lots and access roads. The Concessioner must remove downed limbs from parking lots and access roads within the Concessioner Facilities.
 - (c) The Service may conduct hazard tree surveys to identify any trees or limbs posing imminent danger. Once identified, the Concessioner must remove or trim such trees promptly (see paragraph above).
 - (d) The Service may assist with initial response for emergencies.
 - (e) If the Concessioner requests and the Service agrees, the Service may remove such trees on a cost recovery basis.
- (2) **Vista Management.** The Concessioner is responsible for maintaining vistas within the land assignment.
- (a) **General.** The Service is in the process of developing a Cultural Landscape Report (CLR) for the Big Meadows Lodge and Skyland areas. A portion of this report will provide guidance on the management of vistas for these two areas. The Concessioner must manage the vistas in conformance with Service guidance. This includes removing trees, trimming bushes, shrubs and trees as necessary, and treating stumps with herbicides to prevent regeneration.
 - (b) **Guidance.** Until the CLR is developed, the Service must approve the removal of any trees larger than 1" diameter at breast height (DBH) prior to removal by the Concessioner. The Concessioner may remove, without further consultation, all trees and shrubs with a diameter of 1" or less DBH.
 - (c) **Herbicide Use.** Stumps of trees that are removed must be treated with a NPS approved herbicide to prevent regeneration. The use of any herbicides must be approved by the Park in advance. Quantities used must be recorded and reported to the Park annually (see Integrated Pest Management (IPM) section for additional information on this requirement).
 - (d) **Disposal of Branches and Trees.** Branches and trees from vista clearing must be chipped and distributed over a wide area. Piles of chips are not permitted.
- (3) **Protecting Buildings.** The Concessioner must maintain vegetation, including shrubs, bushes and trees, to prevent them from contacting buildings. This is to prevent the introduction of pests as well as to protect buildings from damage.
- C) Walkways.** The Concessioner must maintain walkways within the Concession Facilities. This includes removing snow; repairing deviations and damage; maintaining handrails along the walkways; removing and trimming vegetation including shrubs, trees, and leaves; and related tasks.
- D) Retaining Walls.** The Concessioner must maintain retaining walls in good repair. This includes correcting walls when they are out of alignment, repairing cracks, and ensuring that walls are painted when or if necessary.
- E) Fences.** The Concessioner must maintain all fences within the land assignment in good repair. This includes repairing, painting, replacing deteriorated sections, and ensuring that the fences are in a safe condition.

- F) Patios and Stone Walkways.** The Concessioner must maintain patios and stone paver walkways in good repair. This includes smooth walking surfaces and mortar joints repaired as necessary.
- G) Playgrounds.** The Concessioner must inspect and maintain playgrounds and equipment in conformance with the manufacturer's requirements.
- H) Mowing.** The Concessioner must mow perimeters around the buildings that have lawns, grass areas around parking lots, and grass islands. Grass must be mowed regularly not to exceed grass height of 6 inches. Vista areas must be mowed, where appropriate, once a year to promote natural vegetation while ensuring that trees and shrubs do not become established.
- I) Litter Abatement.** The Concessioner must remove litter from the Concession Facilities as frequently as is necessary to ensure that the grounds are clean and to ensure that wildlife attractants are minimized. The Concessioner must also promptly remove debris.
- J) Cigarette Receptacles** –The Concessioner must place cigarette receptacles in accordance with the Service's Smoking Policy.
- K) Plant Replacement.** The Concessioner must replace plants, including bushes, shrubs, trees and flowers with native species that are appropriate to the Area. The Service must approve new plants. The Service must approve replacement of dead, dying, and unhealthy plants.
- L) Leaf Removal.** The Concessioner must annually remove leaves from managed landscapes and areas around buildings. The Concessioner must ensure that the leaves are distributed over a wide area to prevent piles.
- M) Hot Work.** The Concessioner must issue hot work permits to their staffs and contractors involved in this type of work. The Concessioner must document and submit annually to the Superintendent copies of issued hot work permits.

3) Utilities

- A) Electrical.** Private utility providers provide power and maintain the primary and secondary electrical lines within the Area up to the electric meters. The Concessioner must maintain all equipment (conduit, fuses, panels, switches, etc.) within the Concession Facilities. The Superintendent must approve any changes to the utility system.
 - (1) *Maintaining Electrical System Components.* The Concessioner must repair or replace all electrical system damage within Concession Facilities. The Concessioner must repair damage to NPS facilities occurring beyond the Concession Facilities that results from actions of the Concessioner, its employees, agents, or contractors.
- B) Water**
 - (1) *Water Lines.* The Service maintains all water lines in the Area up to the water meter. The Concessioner must maintain and repair the water system infrastructure within its Concession Facilities. The Concessioner must repair damage beyond the Concession Facilities resulting from actions of the Concessioner, employees, agents, or contractors.
- C) Sewer**
 - (1) *Line Maintenance.* The Concessioner must maintain exterior and interior lines from assigned buildings to the first cleanout outside of the building or the first cleanout beyond the Concessioner's exterior facilities (e.g., beyond an exterior grease trap). If there is no cleanout associated with a line, the Concessioner must maintain the line to the first manhole. The

Concessioner must repair damage beyond the Concessioner's areas of responsibility resulting from actions of the Concessioner's employees, agents, or contractors.

- (2) *Grease Traps.* The Concessioner must maintain all grease traps. Excessive quantities of grease received at the treatment plants will indicate deficient management of the Concessioner-operated grease traps. The Concessioner must correct any grease trap deficiencies. The Concessioner must pump grease traps on a regular basis and dispose of the grease through a State or County approved receiving site or vendor. The Concessioner must notify the Shenandoah Maintenance Trouble Line (540-999-3500, extension 3453) immediately in the event of a grease trap failure. The Concessioner must contact the Shenandoah Emergency Communications Center at 540-999-2227 if the grease trap failure occurs after regular business hours.

D) Propane. The Concessioner must provide and maintain all propane services within and for Concession Facilities.

E) Internet. The Concessioner must provide and maintain internet services for guests and employees.

F) Winterization

- (1) *Winter Preparation.* The Concessioner must take all necessary precautions to prevent ice and snow damage to Concession Facilities during winter.
- (2) *Winterize Water and Sewer Lines.* The Concessioner must winterize all water lines between the water meter and end use devices (faucets, toilets, etc.) and sewer lines within the facilities out to the cleanout within its scope of responsibilities identified in Part B, Section 3(B).
- (3) *Clearing Snow and Ice from Structures.* The Concessioner must remove snow and ice when accumulation threatens to damage structures or to injure persons.
- (4) *Spring Re-opening.* The Concessioner must conduct all activities required to re-open the Concession Facilities after the winter season.
- (5) *Coordinating Activities.* The Concessioner must coordinate its opening activities with the Superintendent.
- (6) *Testing Water and Sewer Lines.* The Concessioner must charge and test all water and sewer lines within the scope of its responsibility, as identified in Section 3.B and C below, for leaks prior to reopening and notify the Service before recharging any line.
- (7) *Potable Water Lines.* The Concessioner must thoroughly flush lines with potable water.

4) Additional Maintenance by Service Types

A) Lodging, Retail and other Public Areas

- (1) *Restrooms.* The Concessioner must maintain restrooms to the following standards:
 - (a) No water or mineral stains
 - (b) Hardware and fixtures must be non-pitted and rust free
 - (c) Sinks and toilets must be free of chipping and cracking
 - (d) All fixtures must be fully operational
 - (e) Efforts must be made to repair fixtures and equipment immediately, and no fixture may remain out of service for more than 24 hours.
- (2) *Locks.* The Concessioner must maintain and test guest room locks.

- (3) *Personal Property Repair and Replacement.* The Concessioner must maintain and repair or replace case goods (furniture).

B) Concession Employee Facilities

- (1) *Standards.* The Concessioner must maintain and repair all Concession employee facilities and furnishings. The Concessioner must comply with the Concessions Management Guideline, the Concessioner's employee housing policy and the maintenance goals of the National Park Service Housing Management Handbook (Director's Order 36) as if the documents applied to the Concessioner's housing. Where conflicts occur between the policies, NPS guidelines take precedence over the Concessioner's policy.
- (2) *Inspect.* The Concessioner must inspect the interior and exterior of employee facilities, including employee rooms, for compliance with fire, health, and safety codes, National Park Service policies and guidelines. The Concessioner must develop an inspection checklist for employee facilities to identify maintenance deficiencies and housekeeping practices. All Concession Employee Facilities must be inspected at least once every 4 months.

C) Gas Station

- (1) *Fuel Dispenser Maintenance.* The Concessioner must inspect all storage and dispensing systems, including nozzles, hoses, sumps and tank fill caps each week. The Concessioner must make any repairs immediately. The Concessioner must calibrate the weights and measures of each pump annually, using a state or local sealer, or another certifying entity. Each pump must have a current seal indicating it is within the prescribed tolerance.
- (2) *Fuel Storage Tanks*
- (a) The Concessioner must monitor fuel deliveries and inspect storage tanks after every fuel delivery.
 - (b) The Concessioner must maintain, secure and properly service the tank system. The Concessioner must ensure that the release detection system, including overfill alarms and shut-off devices, works properly and is always enabled. The Concessioner must repair or replace defective parts within seven days of discovery.
- (3) *Commercial Fuel Deliveries:* The Concessioner must comply with the following procedures:
- (a) All fill ports must remain locked at all times, except when filling tanks.
 - (b) The fuel vendor must contact the Concessioner for access to fill ports.
 - (c) The Concessioner must verify fuel vendor's license/bond/insurance prior to fueling.
 - (d) To avoid overfilling the tanks, the Concessioner must verify the quantity of fuel ordered through tank records before the vendor may begin dispensing.
 - (e) Upon completion, the fuel vendor representative must contact the Concessioner before leaving the area.
 - (f) The Concessioner must ensure the fill port is locked and that no spills have occurred after filling.
 - (g) The Concessioner must immediately notify Shenandoah Communication Center at 540-999-2227 in the event of a spill.

D) Horse Operations

- (1) Manure must be collected from the stalls and corral courtyard daily and removed from the park weekly. The Concessioner is encouraged to locate a source to compost the manure outside of the park boundary. The Concessioner must cover manure collection facilities.

- (2) The Concessioner must keep corrals and turnout areas free of exotic and invasive plants.

E) Signs

- (1) *Responsibilities.* The Concessioner must install, maintain and replace all interior and exterior signs relating to its operations and services within its Concession Facilities. Examples are signs identifying the location of functions within Concession Facilities, signs identifying operating services and hours, and signs identifying Concessioner rules or policies. The Concessioner must also maintain, in conformance with the Shenandoah National Park sign guidance (color, font, style), the wood routed information signs located throughout the land assignments. This includes signs providing directional information, building names and room numbers. Regulatory traffic signs will be maintained by the Service.
- (2) *Location and Type.* The Concessioner must ensure its signs are appropriately located, accurate, attractive, and well maintained. The Concessioner must prepare its signs in a professional manner, appropriate for the purpose they serve, and consistent with Service guidelines and standards, including but not limited to, Directors Order 52C, Park Signs. The Service must approve all signs prior to installation. The Concessioner may not use a handwritten sign unless the Service approves an exception.
- (3) The Concessioner must not locate signs advertising products and services outside of the Concessioner's Facilities without Service approval.
- (4) The Concessioner must replace any defaced or missing life safety sign immediately. The Concessioner must replace any defaced or missing non-wood sign within seven days of discovery. Routed wood signs must be replaced within 14 days of discovery.
- (5) *Temporary Signs.* The Concessioner may erect temporary, professionally made signs for special events. Temporary signs for special events may be located outside of the land assignment when approved by the Service.

F) Firewood for Fireplaces (not retail). The Concessioner must acquire fully cured firewood from outside the Area for use in Concession Facilities. Due to the Emerald Ash Borer (EAB), firewood may only be brought into the park from approved woodlots. The woodlots must be located outside of EAB infested areas and must be monitored in accordance with USFS and Service standards and protocols.

G) Snow Removal

- (1) *Ice Melting Products.* The Concessioner must remove snow from the roofs, entrances, porches, and walkways of Concession Facilities that are open. The Concessioner must sand or remove ice buildup on walkways, as needed, for safety. The Service must approve chemical ice melting products prior to use. When possible and appropriate, sand and other grit products are preferred over chemicals for this activity.
- (2) *Plowing Roads and Parking Lots.* The Service will remove snow on roads and parking lots within Concession Facilities.

H) Solid Waste

- (1) *Trash Removal.* The Concessioner must remove trash from within the Concession Facilities.
- (2) *Collection and Storage.* The Concessioner must store trash in a Park-approved wildlife-resistant dumpster. The Service must approve dumpsters.

- (3) *Service Trash Collection.* The Service may provide, subject to additional review and approval, on a reimbursable basis, trash pick-up services at the Concessioner Facilities at Elkwallow, Big Meadows Wayside, Lewis Mountain, and Loft Mountain.
- (4) *Trash Cans (Exterior).* The Concessioner must operate and maintain the Service provided trash and recycling receptacles within the Concessioner Facilities. The Concessioner must purchase and install any additional or replacement receptacles.

5) **Reporting Requirements**

The following chart summarizes the plan and reporting dates established by Parts A, B and C of this Maintenance Plan.

Report or Plan	Schedule	Due Date
Part A – Annual Concessioner Maintenance Plan (ACMP)	Annually	December 31
Part A – Annual Concessioner Maintenance Reporting (ACMR)	Annually	January 15
Part A – Multiyear Repair and Maintenance Reserve Plan	Annually, or more often as required by Service	December 31
Part A – Repair and Maintenance Reserve Monthly Status Reports	Monthly	1st of Month
Part A – Repair and Maintenance Reserve Annual Status Summary Report	Annually	January 15
Part A – Personal Property Report	Annually	December 1
Part B – Exterior Lighting Plan	One-time with updates	Within one year of contract commencement; reviewed/updated as needed
Part B – Copies of Fire Detection and Suppression System inspection and maintenance records	Annually	January 15
Part B – Pesticide Use Request/Proposal Form	Annually	January 15
Part B – Pesticide Use Log	Annually	January 15
Part B – Hot Work Issued Permits	Annually	January 15
Part B – Spring Re-Opening Schedule	Annually	December 31
Part B – Sewer Main Tap Approval	As required.	Prior to commencement of work
Part B – New Sign Approvals	As required.	Prior to installation.

Report or Plan	Schedule	Due Date
Personal Property Report	Annually	December 1
Part C – Inventory of Hazardous Substances	As required	Within 6 months of contract commencement; reviewed/updated as needed
Part C - Inventory of Waste Streams	As required	Within 6 months of contract commencement; reviewed/updated as needed
Part C –Underground Storage Tank Work Approval	As required.	Prior to work.
Part C – Energy Efficiency Plan	One-time, or more often as required by Service	Within 60 days of contract commencement; reviewed/updated as needed
Part C – Water Efficiency Plan	One-time, or more often as required by Service	Within 60 days of contract commencement; reviewed/updated as needed

PART C – CONCESSIONER ENVIRONMENTAL RESPONSIBILITIES

1) General

The following Concessioner environmental responsibilities are specified for maintenance. Park-required Concessioner responsibilities provided in Part B may provide more specific and/or additional environmental requirements. When in conflict, responsibilities described in Part B supersede those identified in this part.

A) Air Quality

- (1) The Concessioner must minimize impacts to air quality in maintenance under this contract through the use of appropriate control equipment and practices.
- (2) The Concessioner must use diesel fuel/heating oil containing no more than 500 parts per million (ppm) sulfur (i.e., low sulfur fuel) or as otherwise accepted as permitted by the Service.
- (3) The Concessioner must not use halon fire suppression systems except as permitted by the Service.

B) Environmentally Preferable Products, Materials and Equipment

- (1) The Concessioner must use products, materials and equipment that are environmentally preferable, where feasible, in maintenance. Environmentally preferable maintenance related products, materials and equipment include but are not limited to re-refined oils, re-tread tires, bio-based lubricants, low-toxicity cleaners and chemical additives for toilets, low-toxicity and recycled antifreeze, safe alternatives to ozone-depleting substances for HVAC equipment, construction and building materials with recycled content, and alternative fuel vehicles.
- (2) *Use of Recycled Products.* The Concessioner must implement a source reduction program designed to minimize its use of disposable products in its operations. Reusable and recyclable products are preferred over single-service items. The Concessioner must use polystyrene and plastics as little as possible, and may not use polystyrene that contains chlorofluorocarbons. Where the Concessioner needs to use disposable products, it must choose products that have the least impact on the environment. The Service encourages the Concessioner to use post-consumer recycled products whenever possible. The Concessioner must purchase and incorporate environmentally preferred products or services for use and for sale when practical.
- (3) *Environmentally Safe Products.* Where practical, the Concessioner must use environmentally safe "green" products and practices that enhance sustainable operations and development, and that promote use of recycled oils, tires (re-treads), construction materials, etc. The Concessioner must develop a list of "green" products and acceptable alternatives for all operations concerned with facility maintenance and construction, vehicle maintenance and housekeeping. The Concessioner must make the list available for Service review upon request.
- (4) *Alternative Fuel Vehicles.* The Concessioner must use alternative fuel vehicles if feasible.
- (5) *Environmental Practices.* The Concessioner must conduct Facility Management activities in a manner that has minimal environmental impacts.

- (6) *Preventive Maintenance.* The Concessioner must utilize Preventive Maintenance to prevent environmental impacts before they occur.
- (7) *Water and Energy Efficiency.* The Concessioner must consider water and energy efficiency in all Facility Management practices and integrate water-conserving measures whenever feasible. New equipment must be Energy Star® labeled or designated to be in the top 25th percentile of energy efficiency in its class, in accordance with Federal Energy Management Standards.
- (8) *Equipment and Materials.* The Concessioner must use products or materials that are less toxic, contain post-consumer recycled content, are naturally or minimally processed products, and use other materials that have additional environmentally preferable attributes where feasible and available. The Concessioner must minimize use of hazardous chemicals in its operations.
- (9) *Paint.* Whenever feasible, the Concessioner must use reprocessed, low volatile organic content (VOC) latex coatings. If the Concessioner uses oil based paints, it must minimize solvent use by means of thinner settling and reuse if possible or by disposing of the painting implements (rollers, brushes, etc.)
- (10) *Contractors.* The Concessioner must encourage companies and businesses it does business with to provide cleaner technologies and safer alternatives to toxic and hazardous materials and to develop innovative technology.
- (11) *Purchasing.* The Concessioner must purchase environmentally friendly cleaners and other products whenever appropriate.
- (12) *Sustainable Design.* The Concessioner must incorporate sustainable design practices to the maximum extent practical. These practices must be consistent with the current Service guidelines, including but not limited to, National Park Service Guiding Principles of Sustainable Design (September 1993) and other approved guidance as provided to the Concessioner.
- (13) *Universal Design.* The Concessioner must incorporate universal design practices to the maximum extent practical.
- (14) Where feasible and appropriate, the Concessioner will replace incandescent lights with energy conserving fluorescent lights and incandescent exit lights with light emitting diode (LED) lights.
- (15) Where feasible and appropriate, the Concessioner will use photo and/or motion sensors for lighting systems.

C) Hazardous Substances

- (1) The Concessioner must minimize the use of hazardous substances for maintenance purposes under this Contract where feasible.
- (2) The Concessioner must provide secondary containment for hazardous substances storage where there is a reasonable potential for discharge to the environment. At a minimum, the Concessioner must provide secondary containment for hazardous substances located in outside storage areas and in interior storage areas in the proximity of exterior doorways or floor drains, on docks or vessels.

- (3) The Concessioner must provide an inventory of hazardous substances to the Service annually in accordance with Section 6(d)(1) of the Contract. The inventory must identify each substance, location and amounts stored.
- (4) The Concessioner must be familiar with its obligations under Section 6 of the Contract.
- (5) The Concessioner's Environmental Management Program (EMP) must include its approach to stopping, containing and cleaning up hazardous substance spills and releases, whether incidental or non-incidental.
- (6) The Concessioner must notify Shenandoah Communication Center (540-999-2227) without delay if a release of hazardous or non-hazardous chemical or biological product occurs. The Concessioner must immediately implement proper corrective, cleanup, and safety actions.
- (7) The Concessioner must develop an emergency action plan for responding to incidental spills. The Concessioner must contract with certified emergency response contractor for non-incidental spills. The Concessioner must immediately report spills to the Shenandoah Communication Center at 540-999-2227.

D) Hazardous, Universal and Other Miscellaneous Maintenance Wastes

- (1) *Minimize Waste.* The Concessioner must minimize the generation of hazardous, universal and miscellaneous maintenance waste where feasible.
- (2) *Recycle Waste.* The Concessioner must recycle hazardous, universal, and miscellaneous maintenance wastes, where feasible, including but not limited to, used oil, used oil contaminated with refrigerant, used solvents, used antifreeze, paints, used batteries, and used fluorescent lamps (including CFLs).
- (3) *Approval for Locating Waste.* Concessioner must obtain approval from the Service for hazardous, universal, and miscellaneous maintenance waste storage area siting and designs.
- (4) *Waste Generation Classification.* If the Concessioner is a conditionally exempt small quantity generator (CESQG) as defined in federal regulations, it must follow small quantity generator (SQG) regulations related to container labeling, storage, accumulation times, use of designated disposal facilities, contingency planning, training, and recordkeeping.
- (5) *Managing Waste.* The Concessioner will manage (i.e., storage, labeling, employee training, and disposal) universal wastes in accordance with federal universal waste regulations irrespective of hazardous waste generator status.
- (6) *Tracking Waste.* The Concessioner will address hazardous, universal and miscellaneous maintenance wastes in its inventory of waste streams which is required annually in accordance with Section 6(d)(1) of the Contract. The inventory will identify each waste type, locations stored, amount generated annually, amount typically generated per month and amount typically stored on site at any one time.
- (7) *ASTs and USTs.* The Concessioner is responsible for all underground storage tanks (USTs) and above ground storage tanks (ASTs) in Concession Facilities, including propane tanks and associated equipment such as underground and above ground piping, hoses, and dispensing systems in accordance with Applicable Laws. All maintenance,

testing, repairs, replacement and fuel spill mitigation must be consistent with applicable regulations and code.

- (8) *Approval Required for Fuel Storage Tank Work.* The Service must approve all plans for any work involving underground or above ground fuel storage tanks, tracer probes, monitoring wells, removal of contaminated soil, ground water remediation work, etc. The Concessioner must comply with all Applicable Laws regarding fuel storage tanks.
- (9) *Maintenance Responsibilities.* The Concessioner must conduct visual inspections and other associated leak detection actions in accordance with Applicable Laws.

E) Pest Management

- (1) The Concessioner must conduct any pesticide management activities in accordance with NPS Integrated Pest Management (IPM) procedures contained in NPS 77 and the Park IPM Plan. These procedures include but are not limited to: Park approval before the use of any chemical pesticides by the Concessioner or its contractor; proper pesticide storage, application, and disposal; and pesticide-use reporting.
- (2) *Identification and Notification of Pests and Exotic Plants.* The Concessioner must bring to the attention of the Service the existence of pests or exotic plants within Concession Facilities of which it becomes aware. The Concessioner must utilize a trained professional for this task at least 2 times per operating season. Copies of the professional inspections must be provided to the Park Concession Management Office.
- (3) *Following IPM.* The Concessioner in accordance with the Park Integrated Pest Management Program must conduct Integrated Pest Management, which includes the control of both native and non-native invasive flora and fauna by chemical and other means. Actions taken by the Concessioner to control pests require Service approval. The Concessioner must review specific problems with the Service Integrated Pest Management Coordinator. The Concessioner may only use chemicals, pesticides, and other materials and substances as a last resort, as part of an Integrated Pest Management program, and with prior approval by the Service. The preference is to exclude from entry pests and non-native flora and fauna.
- (4) *Pesticide Request Form and Pesticide Use Log.* The Concessioner must submit a Pesticide Request/Proposal Form requesting approval of anticipated pesticide use for the following year, and a Pesticide Use Log, which tracks pesticide use for the previous year, to the Service by January 15th each year.
- (5) *IPM Assistance by Service.* If the Concessioner requests and the Service agrees, the Service may provide integrated pest management services to the Concessioner on a cost recovery basis.
- (6) *Reducing Infestations.* The Concessioner and its employees must adhere to practices that tightly seal buildings and supplies, and maintain clean facilities, thereby reducing potential for infestation opportunities.
- (7) *Trash and Recycling Management.* The Concessioner must aggressively manage trash and recycling to ensure that it is protected from wildlife. Filled trash and recycling bags must be attended at all times if they are not located in a wildlife proof container (approved collection bin or dumpster) or a building.

F) Solid Waste (also see Part B for additional information)

- (1) *Litter Abatement*

- (a) The Concessioner must develop, promote and implement a litter abatement program and provide litter free messages on appropriate materials and in appropriate locations.
 - (b) The Concessioner must keep all Concession Facilities free of litter, debris, and abandoned equipment, vehicles, furniture, and fixtures.
- (2) *Solid Waste Storage and Collection and Disposal*
- (a) The Concessioner is responsible for providing, at its own expense, an effective system for the collection, storage and disposal of solid waste generated by its facilities and services as well as the solid waste generated by the visiting public at its facilities.
 - (b) The Concessioner must adequately bag, tie and store all solid waste in sealed containers.
 - (c) Solid waste collection and disposal must be conducted on a schedule approved by the Service, at a rate as necessary to prevent the accumulation of waste. Solid waste that is not recycled must be properly disposed at an authorized sanitary landfill or transfer station.
 - (d) Within 90 days of the effective date of the contract, the Concessioner will install ten motion-activated cameras focusing on the loading dock and waste collection areas to monitor wildlife activity in the waste storage area. The systems must be installed at BM restaurant, Skyland Restaurant, and the Big Meadows Wayside. The monitor will be set up in an area common to food prep personnel to encourage monitoring.
- (3) *Solid Waste Receptacles*
- (a) The Concessioner must locate its solid waste containers (i.e., cans, “roll-off” containers/dumpsters, etc.) conveniently and in sufficient quantity to handle the needs of its operations. The Concessioner must not allow waste to accumulate in containers to the point of overflowing.
 - (b) Outdoor receptacles must be waterproof, vermin-proof, wildlife resistant, and covered with working lids. The Concessioner must purchase and use six additional bear-proof bins. Exterior trash cans must be reviewed and approved by the Service. Indoor receptacles should be similarly constructed based on use (i.e., food waste versus office trash).
 - (c) The Concessioner must keep its receptacles clean, well maintained, painted in Service-approved colors, and serviceable; containers must be clearly signed; sites must be free of spills, waste, and odors. All solid waste containers must remain closed when containers are not in use.
 - (d) Concessioner bulk solid waste storage/accumulation facilities must be screened from the public.
 - (e) All solid waste receptacles must be reviewed and approved by the Service for wildlife resistance.
- (4) *Solid Waste Source Reduction and Recycling*
- (a) The Concessioner must implement a source reduction program designed to minimize its use of disposable products in its operations. Purchase and reuse of materials is encouraged where feasible as the first choice in source reduction.

- (b) The Concessioner is encouraged to reuse materials where allowable under Applicable Laws where the collection of the materials must not present public health, safety or environmental concerns. Opportunities include the reuse of retail product packaging.
- (c) The Concessioner must develop, promote and implement a recycling program that fully supports the efforts of the Service for all Park specified materials. These may include but may not be limited to paper, newsprint, cardboard, bimetals, plastics, aluminum and glass. It may also include large items such as computers and other electronics, white goods and other bulky items and others. The Concessioner must meet a Zero Waste commitment in the operation by 2020, which means 90% of solid waste diverted from the landfill.
- (d) The Concessioner must make recycling receptacles available to the public and Concession employees.
- (e) Recycling containers must be waterproof, vermin-proof, wildlife proof and covered with working lids as necessary to maintain the quality of the recyclables for market and to prevent vermin from accessing the recycling containers. Containers must be clearly signed; sites must be free of spills, waste, and odors. It is encouraged that the Concessioner provides lids with openings or holes sized to limit the types of materials deposited and to minimize contamination in recycling containers.
- (f) The Concessioner must remove all recyclables from the Area and transport them to an authorized recycling center. The Concessioner may contract with an independent vendor, with the approval of the Service, to provide recycling services or may combine efforts with the Park recycling program.
- (g) Concessioner must recycle at least the following products: paper, newsprint, cardboard, small disposable propane canisters, bimetals, electronic devices, fluorescent tubes, plastics, aluminum, glass, waste oil, waste fuel, antifreeze, and batteries.
- (h) *Propane bottles.* The Concessioner must provide no less than \$70,000 for the purchase of a propane bottle recovery unit. The concessioner will set up a collection and recovery system to process the recycled material for the Area. The location and other specifications shall be subject to Service approval.
- (i) *Electronic Equipment.* The Concessioner must recycle electronic equipment such as computers, computer monitors and televisions when economically and technically feasible and appropriate.
- (j) *Batteries.* The Concessioner must provide recycling services for consumer batteries at each of its retail operations. This service must be prominently advertised to park visitors.
- (k) *Composting.* Composting within the park boundary is not permitted under this contract. The Concessioner will develop an off-site composting program to process organic waste generated by visitors to the Concession Facilities as well as that generated by the concession operations.
- (l) *Horse Manure.* Manure from the stable operations must be removed from the park weekly and the Concessioner is encouraged to compost manure outside of the park boundary.

- (m) *Kitchen Waste*: The Concessioner will reduce the amount of oil used in the operation by reducing the number of menu items cooked in oil by 50% and will recycle waste oil and grease trap waste.
- (n) *Solid Waste Inventory*. The Concessioner must address solid waste in its inventory of waste streams which is required annually in accordance with Section 6(d)(1) of the Contract. The inventory must identify waste types including trash, each category of recyclables, green waste, construction debris, and other solid waste streams. The inventory must specify amount generated by weight, annually.

G) Water and Energy Efficiency

- (1) The Concessioner will consider water and energy efficiency in all facility management practices and integrate water-conserving and energy conserving measures whenever feasible.
- (2) In addition to meeting standards established in accordance with Applicable Laws, Concession Facilities equipment and practices will be consistent with water and energy efficiency standards established for federal facilities and operations where feasible.
- (3) As new technologies are developed, the Concessioner will assess these opportunities and integrate them into existing operations where feasible and there is the potential for increased efficiency, reduced water or energy consumption, or reduced impacts on the environment.
- (4) Within 60 days of the effective date of the Contract, the Concessioner will complete an energy analysis of the HVAC used in guest rooms and employee housing and provide those results to the Service.
- (5) Within 60 days of the effective date of the Contract, the Concessioner will provide an energy efficiency plan to the Service for review and approval that covers the following (including proposed implementation dates):
 - (a) Install only EnergyStar® rated (or equivalent) equipment and appliances as current appliances reach the end of their useful lives and when doing facility upgrades.
 - (b) Install programmable lighting systems and motion activated lights where applicable in public areas and guest rooms.
 - (c) Replace “vampire” energy charging units that draw energy when devices are fully charged.
 - (d) Install programmable thermostats in all public areas and compatible guest rooms within a year of the effective date of the Contract.
 - (e) Install Lodging Technology GEM Link Energy Management System (or equivalent) in all guest rooms and employee housing that has the appropriate HVAC system for this technology within one year of the effective contract date.
- (6) Within 60 days of the effective date of the Contract, the Concessioner will provide a water efficiency plan to the Service for review and approval that covers the following (including proposed implementation dates):
 - (a) Install only WaterSense® rated (or equivalent) equipment.
 - (b) Replace all urinals in public bathrooms with low-flow models

- (c) Replace all existing guest rooms with low flow dual flush toilets within a year of the effective contract date.
- (d) Replace all faucets with low-flow models at only 0.5 gallon per minute in all guest rooms within a year of the effective contract date.
- (e) Provide shower timers to bring attention to shower duration in all guest bathrooms.
- (f) Install on-demand hot water heaters, where practical, as current equipment reaches end-of-life cycle.

H) Wastewater

- (1) The Concessioner will minimize impacts to water quality in maintenance under this contract through the use of appropriate control equipment and practices.
- (2) The Concessioner will prevent discharges to the sanitary sewer system that could result in pass through of contaminate or that could interfere with the operation of the sanitary wastewater treatment system.
- (3) The Concessioner will maintain assigned wastewater treatment systems (i.e., oil-water separators, grease traps) on a frequency adequate to ensure proper operation to maintain wastewater quality. The Concessioner will maintain maintenance log for this wastewater treatment equipment which will be made available to the Service upon request.
- (4) The Concessioner will minimize the storage of equipment and materials on the Assigned Facilities in a manner that would cause storm water contamination (i.e., storage outside without weather protection).

I) Fuel Storage Tanks (also see Part B for related information)

- (1) The Concessioner must maintain leak detection methods and/or systems for all Concessioner-assigned fuel tanks including underground storage tanks (USTs) and aboveground storage tanks (ASTs), associated equipment such as underground and aboveground piping, hoses, and dispensing systems. Methods and systems must be approved by the Service.
- (2) The Concessioner must provide Stage II dispensing systems for all landside gasoline fuel dispensing systems.
- (3) The Concessioner must provide secondary containment for any new fuel tank systems and equipment replacement where feasible and appropriate (Propane and natural gas systems are excluded).
- (4) The Concessioner must submit all plans for Service approval prior to starting any work involving fuel UST or AST systems, tank, soil or ground water remediation.
- (5) The Concessioner must provide the Service with copies of all required permits and correspondence with the Commonwealth of Virginia and the United States Environmental Protection Agency relating to underground storage tanks.

FMSS Code	Asset Description	Year	Work Description
Big Meadows			
85930	BM0-114 Big Meadows Lodge	2013	Dining Rm porch 8x8 beams deflecting at center: repair/replace.
85930	BM0-114 Big Meadows Lodge	2013	Dining Rm porch rafters severely checked and exposed sheathing rotted: replace.
85930	BM0-114 Big Meadows Lodge	2013	Roof sheathing boards warped, exposing roofing materials at Dining Room (4 EA @ 11 LF): fasten/replace.
85930	BM0-114 Big Meadows Lodge	2013	Wood siding failed sealant joint at NE elevation lower level exposed floor slab and at upper level junction with Lounge wall and with stone: replace.
85930	BM0-114 Big Meadows Lodge	2013	8x12 framing at main entrance has failed sealant repairs: replace with more durable repair.
85930	BM0-114 Big Meadows Lodge	2013	Wood siding rotted, various locations: dutchman/replace.
85930	BM0-114 Big Meadows Lodge	2013	Wood wall trim warped under upper NE elevation windows: replace.
85930	BM0-114 Big Meadows Lodge	2013	Wood water table trim at Gift Shop rotted (60 LF): replace.
85930	BM0-114 Big Meadows Lodge	2013	Failed sealant joint at window perimeters: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window putty detached/missing throughout (over 130 windows): replace.
85930	BM0-114 Big Meadows Lodge	2013	Window sash/casement rotted at SW and lower N elevations: dutchman/replace.
85930	BM0-114 Big Meadows Lodge	2013	Window screen attachments (hanging hardware) at upper NE elevation missing or corroded: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window screen at W elevation rotted: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window sill flashing at upper NE and N elevations incompatible metal: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window trim rotted, various locations: replace.
85930	BM0-114 Big Meadows Lodge	2013	Rotted boards at window shutters over main entrance: replace.
85930	BM0-114 Big Meadows Lodge	2013	Steel window header below Lounge severely corroded: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window screen missing at lower NE elevation: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window sills rotten at upper and lower N elevation (11 units): dutchman/replace.
85930	BM0-114 Big Meadows Lodge	2013	Broken window muntins at CA RMs 59, 70, 83: replace.
85930	BM0-114 Big Meadows Lodge	2013	Sash cords broken in RMs CA 60, 70, 96: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window sash lock missing at ground floor room CA 84: replace.
85930	BM0-114 Big Meadows Lodge	2013	Cracked glazing pane at RM CA 88: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window hardware deteriorated/missing at RMs CA 108, 120, 146, 157, 159: replace.
85930	BM0-114 Big Meadows Lodge	2013	Window screen hardware missing at RM CA 147: replace.
85930	BM0-114 Big Meadows Lodge	2013	Weatherstripping loose at RM CA 157: reattach/replace.
85930	BM0-114 Big Meadows Lodge	2013	Door hinges at NE upper and lower levels corroded/missing: replace.
85930	BM0-114 Big Meadows Lodge	2013	Door at W elevation emergency exit has missing mullion: replace (1 LF).
85930	BM0-114 Big Meadows Lodge	2013	Screen door hinges at NE and N elevations deteriorated: replace.
85930	BM0-114 Big Meadows Lodge	2013	Screen door mesh deteriorated at S, NE elevations: replace.
85930	BM0-114 Big Meadows Lodge	2013	Door trim rotted, various locations: dutchman/replace.
85930	BM0-114 Big Meadows Lodge	2013	Top wood strip at door at CA RMs 7 and 87 deteriorated/missing: replace.
85930	BM0-114 Big Meadows Lodge	2013	Thresholds deteriorated at main entrance and Dining Room at Terrace: repair/replace (21 LF).
85930	BM0-114 Big Meadows Lodge	2013	Door board and hardware deterioration at CA RM 31: repair water damage and replace lockset.
85930	BM0-114 Big Meadows Lodge	2013	Historic hardware missing at RMs CA 84, 96: replace.

FMSS Code	Asset Description	Year	Work Description
85930	BM0-114 Big Meadows Lodge	2013	Door screen weatherstripping deteriorated/missing at CA RM 108: replace.
85930	BM0-114 Big Meadows Lodge	2013	Interior 1X4 trim damaged at strike side in RM CA 110: replace (2 LF).
85930	BM0-114 Big Meadows Lodge	2013	Cement shingles cracked/broken: replace.
85930	BM0-114 Big Meadows Lodge	2013	Copper gutter at W elevation deformed, corroded: replace.
85930	BM0-114 Big Meadows Lodge	2013	Gutter wire tires or brackets missing or incompatible metal, various locations: replace.
85930	BM0-114 Big Meadows Lodge	2013	Single-ply roofing at W elevation detached, loose: replace.
85930	BM0-114 Big Meadows Lodge	2013	Rainwater leader missing/deteriorated at E elevation: replace.
85930	BM0-114 Big Meadows Lodge	2013	Deteriorated mortar at exposed stone chimney surfaces: repoint.
85930	BM0-114 Big Meadows Lodge	2013	Balcony railing over main entrance rotted, baluster loose: repair
85930	BM0-114 Big Meadows Lodge	2013	Gap between CMU loading dock and wall: fill.
85930	BM0-114 Big Meadows Lodge	2013	CMU deteriorated mortar joints at North addition and dock: repoint.
85930	BM0-114 Big Meadows Lodge	2013	CMU spalls at North addition and dock: patch.
85930	BM0-114 Big Meadows Lodge	2013	Wall flashing at Gift Shop has grout in joint: remove grout.
85930	BM0-114 Big Meadows Lodge	2013	Wood siding insufficient clearance at grade, Southwest elevation: evaluate and correct.
85930	BM0-114 Big Meadows Lodge	2013	Joint between siding and stone at Southwest elevation lacks flashing: install.
85930	BM0-114 Big Meadows Lodge	2013	8x12 framing member at main entrance shifted: evaluate and repair.
85930	BM0-114 Big Meadows Lodge	2013	Wood siding fasteners popped, throughout, 71 LF total: refasten.
85930	BM0-114 Big Meadows Lodge	2013	Wood siding split, cracked: fill.
85930	BM0-114 Big Meadows Lodge	2013	Flashing at wood wall base installed improperly at upper level of NE elevation: reinstall.
85930	BM0-114 Big Meadows Lodge	2013	Wood wall trim loose at SW elevation: reattach.
85930	BM0-114 Big Meadows Lodge	2013	Wood wall trim rotted at SW elevation and lower NE elevation: dutchman repair.
85930	BM0-114 Big Meadows Lodge	2013	CMU cracked/broken units at North addition: patch.
85930	BM0-114 Big Meadows Lodge	2013	Window screen deteriorated at SW elevation: refurbish.
85930	BM0-114 Big Meadows Lodge	2013	Window sash/casement deterioration at S and E elevations (23 SF): refurbish.
85930	BM0-114 Big Meadows Lodge	2013	Window trim at Lounge loose: refasten.
85930	BM0-114 Big Meadows Lodge	2013	Steel window headers below Lounge corroded: prepare and paint.
85930	BM0-114 Big Meadows Lodge	2013	Window sill loose at upper level of N elevation: refasten.
85930	BM0-114 Big Meadows Lodge	2013	Windows at lower N elevation lack perimeter sealant: install.
85930	BM0-114 Big Meadows Lodge	2013	Window sills at lower N elevation lack drip edge: install by cutting dado into underside of sill.
85930	BM0-114 Big Meadows Lodge	2013	Window sealed shut in E elevation CA RM 1: repair to operable.
85930	BM0-114 Big Meadows Lodge	2013	Window hardware loose at CA RMs 22, 64, 77, 95, 134: refasten.
85930	BM0-114 Big Meadows Lodge	2013	Awning window separation at joints in RM CA 54: clamp and glue.
85930	BM0-114 Big Meadows Lodge	2013	Window not operating properly in RM CA 73: adjust sash weight.
85930	BM0-114 Big Meadows Lodge	2013	Historic glass blocks at Lobby window cracked : cover and adhere at cracks
85930	BM0-114 Big Meadows Lodge	2013	Interior window sill trim loose at Dining Room West end of Terrace window wall: fasten.
85930	BM0-114 Big Meadows Lodge	2013	Windows swollen, do not close at RMs CA 115, 120, 122, 157, 164, 167, 168: rehabilitate.

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85930	BM0-114 Big Meadows Lodge	2013	Window frame does not allow for closure at RM CA 147: shim/adjust.
85930	BM0-114 Big Meadows Lodge	2013	Window does not close in RM CA 147: adjust hinges.
85930	BM0-114 Big Meadows Lodge	2013	Milled window mullions exposed at RM CA 159: reverse casement so that glazing putty is on the exterior.
85930	BM0-114 Big Meadows Lodge	2013	Plank doors at SW and E elevations have rotted boards: dutchman repair (5 SF).
85930	BM0-114 Big Meadows Lodge	2013	Screen doors deteriorated, at various locations: refurbish.
85930	BM0-114 Big Meadows Lodge	2013	Door to Terrace linen closet does not close: refurbish.
85930	BM0-114 Big Meadows Lodge	2013	Historic glazed doors deteriorated at Lounge, Dining Rm at Terrace, and Gift Shop: rehabilitate.
85930	BM0-114 Big Meadows Lodge	2013	Doors lack sweeps at NE and N elevations, lower level: install.
85930	BM0-114 Big Meadows Lodge	2013	Door at CA RM 7 lacks stop: install (3 LF).
85930	BM0-114 Big Meadows Lodge	2013	Hardware loose at Dining Room emergency egress to porch: fasten.
85930	BM0-114 Big Meadows Lodge	2013	Loose board on historic door at RM CA 106: fasten.
85930	BM0-114 Big Meadows Lodge	2013	Sliding door track obstructed by paint buildup at RM CA 114: rehabilitate.
85930	BM0-114 Big Meadows Lodge	2013	Chimney flashing at W elevation detached: refasten and seal.
85930	BM0-114 Big Meadows Lodge	2013	Rainwater leaders at S elevation drain into building: redirect.
85930	BM0-114 Big Meadows Lodge	2013	Wood fascia board at main entrance rotted: dutchman repair.
85930	BM0-114 Big Meadows Lodge	2014	Replace Roofing, metal (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	2014	Stair tread at RM CA 53 worn: replace.
85930	BM0-114 Big Meadows Lodge	2014	Handrail at Massanutten Rm split: repair.
85930	BM0-114 Big Meadows Lodge	2014	Balusters at Massanutten Rm stair loose: fasten.
85930	BM0-114 Big Meadows Lodge	2014	Loose handrail at CA RMs 15, 67: fasten.
85930	BM0-114 Big Meadows Lodge	2014	Handrail at Massanutten Rm unsupported: install bracket.
85930	BM0-114 Big Meadows Lodge	2015	Stone wall cracked mortar joints at CA RMs 13, 52, 54: repoint.
85930	BM0-114 Big Meadows Lodge	2015	Wall insufficiently supported at door opening in RM CA 57: install steel header & posts
85930	BM0-114 Big Meadows Lodge	2016	Door trim at RM CA 116 warped, loose: replace.
85930	BM0-114 Big Meadows Lodge	2016	Door stop cracked at RM CA 138: replace.
85930	BM0-114 Big Meadows Lodge	2016	Fireplace open/cracked mortar joints at Tap Room, CA RMs 59, Lounge, Dining Room: repoint.
85930	BM0-114 Big Meadows Lodge	2016	Fireplace cracked stone at mantel, hearth in Tap Room, Lounge: point cracks.
85930	BM0-114 Big Meadows Lodge	2016	Metal trim at soap dispenser in CA RM 25 corroded: replace.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to gypboard walls at CA RMs 30, 32: replace.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to wood wall baseboard at RM CA 33: replace.
85930	BM0-114 Big Meadows Lodge	2016	Plywood panels delaminating at CA RMs 38, 92, 114, 135, 143: replace.
85930	BM0-114 Big Meadows Lodge	2016	Wood paneling boards cupped, open joints at exterior wall at Lounge and RM CA 106: replace/fill.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to wood paneling board at RM CA 154: replace.
85930	BM0-114 Big Meadows Lodge	2016	Cracked floor tiles at CA RMs 36, 40, 108: replace.
85930	BM0-114 Big Meadows Lodge	2016	Missing board pegs at Lounge: replace.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to carpeting at CA RM 128: replace.
85930	BM0-114 Big Meadows Lodge	2016	Flooring detached at RMs CA 146, 162: reattach/replace.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to historic ceiling boards at RMs CA 59, 70, 72, 83: replace.
85930	BM0-114 Big Meadows Lodge	2016	Lay-in FRP ceiling grid collapsing at RM CA 108: replace.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to gypboard ceiling at RM CA 108: replace.
85930	BM0-114 Big Meadows Lodge	2016	Door does not latch at RM CA 5: adjust hardware.
85930	BM0-114 Big Meadows Lodge	2016	Door does not close at CA RM 21: repair frame.
85930	BM0-114 Big Meadows Lodge	2016	Joint separation at wood louver doors in Tap Room: clamp and glue.

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85930	BM0-114 Big Meadows Lodge	2016	Door frame at RM CA 108 rotted at base: dutchman repair.
85930	BM0-114 Big Meadows Lodge	2016	Foot rail at Tap Room bar loose: refasten.
85930	BM0-114 Big Meadows Lodge	2016	Laminate counter at Tap Room bar detached: reattach / recaulk.
85930	BM0-114 Big Meadows Lodge	2016	Wood radiator housing at RM CA 134 1x6 board split at top: clamp and glue, dowel to existing.
85930	BM0-114 Big Meadows Lodge	2016	Crack in gyp board at CA RM 25: patch.
85930	BM0-114 Big Meadows Lodge	2016	Gyp board tape joint at RM CA 32 popped/damaged: patch.
85930	BM0-114 Big Meadows Lodge	2016	Mold growing on wood paneling at CA RM 61: clean and repaint.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to plaster at N wall and SE corner in RM CA 111: patch.
85930	BM0-114 Big Meadows Lodge	2016	Paving stones loose at Dining Rm porch and main entrance: re-set.
85930	BM0-114 Big Meadows Lodge	2016	Deteriorated mortar at Dining Rm porch and main entrance stone paving: repoint.
85930	BM0-114 Big Meadows Lodge	2016	Detached grout at slate flooring in CA RM 35: repair.
85930	BM0-114 Big Meadows Lodge	2016	Flooring not sealed at tub/shower in RMs CA 61, 89, 146: install sealant.
85930	BM0-114 Big Meadows Lodge	2016	Boards at Lounge, RMs CA 150, 159 warped, bowing: evaluate and repair.
85930	BM0-114 Big Meadows Lodge	2016	Boards at Lounge split, chipped: dutchman repair.
85930	BM0-114 Big Meadows Lodge	2016	Sub-floor exposed at RM CA 167: install new floor covering.
85930	BM0-114 Big Meadows Lodge	2016	Ceiling boards loose at CA RMs 78, 88, Dining Room, 141, 152: refasten.
85930	BM0-114 Big Meadows Lodge	2016	Plywood panel sagging at RM CA 96: fasten.
85930	BM0-114 Big Meadows Lodge	2016	Water damage to plaster at RM CA 111 SE corner: patch.
85930	BM0-114 Big Meadows Lodge	2016	FRP shower surround detaching at RMs CA 82, 92: re-adhere, caulk joint.
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Deteriorated, cracked or dryrotted ext wood trim and siding at multiple locations (N, S, E, W elev): Replace siding or trim
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Window sill/water table trim rotted (W, E Elev): replace
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Broken bottom rail of wood window sash (CA RM 2, Living Room, Unit 41): replace bottom rail.
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Window putty deteriorated at CA RM 19, Bedroom, Unit 46; CA RM 22, Bedroom, Unit 49: replace putty.
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Double hung window lock is broken (CA RM 1, Bedroom, Unit 40): replace.
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Rotted door trim (E & W elev): replace (6 LF)
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Deteriorated door bottom and stile (CA RM 13, Boiler Rm): replace door.
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Screw anchor missing at base of rail post (E elev, Boiler rm stair railing): provide screw
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Broken CMU (CA RM 13, Boiler room): repair
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Window sill int finish is worn (CA RM 23, Living Rm Unit 48; CA RM 24, Bedroom, Unit 49): refinish int sills.
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Access door is missing hinge, does not operate easily (E elev): rehabilitate existing door
85915	BM0-115 Big Meadows Piedmont Cottage	2013	Earth-wood contact at wood siding at base of ext wall (N & W elev): Provide clearance between siding and grade, consider re-establishing foundation ventilation along the W elev for improved building performance
85915	BM0-115 Big Meadows Piedmont Cottage	2015	Cracked mortar joints at CMU stem wall (Porches, E elev): repair.
85915	BM0-115 Big Meadows Piedmont Cottage	2015	Horizontal crack in CMU stem walls is caused by settlement of the exterior porch floor slab (E elev): rebuild top course, coordinate with slab repair.

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85915	BM0-115 Big Meadows Piedmont Cottage	2015	Ponding water at SW corner of floor from leaky pipe (CA RM 13, Boiler Rm): evaluate and repair
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Concrete suspended slab at E elev ext porch is failing at attachment point to bldg, causing damage to ext CMU wall and allowing water to drain against and into bldg: replace suspended floor slab. provide flashing and waterproofing.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Loose, deteriorated threshold at door (CA RM 9, Foyer): replace.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	HC door veneer ply has delaminated (CA RM 23, Living Rm, Unit 48; CA RM 6, Unit 43): replace.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	HC door veneer ply has hole (CA RM 16, Bathroom): replace.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Stone fireplace mortar joints are cracked (CA RM 2, Living Rm, Unit 41; CA RM 23, Living Rm, Unit 48): repoint masonry.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Water damage at base shoe (CA RM 9, Foyer): replace trim.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Spall at concrete slab edge at ext porch floor (CA RM 26, SE porch for Units 48/49): repair spall
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Water damage at paneling (CA RM 17, Foyer): refinish wood paneling.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Mold at wood wall paneling (CA RM 8, Bathrooms, Units 43/44): remove mold, refinish wood walls.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Mold at wood ceiling paneling (CA RM 8, 16 Bathrooms): remove mold, refinish wood ceilings
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Gypboard finish is failing above tub (CA RM 22, Bathroom, Unit 49): repair
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Fiberglass tub surround is detaching from wall (CA RM 8, Bathroom, Unit 43/44): repair
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Resilient flooring has lost adhesion (CA RM 17, Foyer, Units 45/46): replace flooring.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Resilient flooring floor shoe quarter round trim is absorptive material (CA RM 17, Foyer, Units 45/46): replace floor shoe trim with non-absorptive material.
85915	BM0-115 Big Meadows Piedmont Cottage	2016	Cracked cement plaster finish in rated room (boiler removed) CA RM 13, Boiler Rm: repair crack.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Soffit and rafter tails rotted at N and S elevations: dutchman/replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Wood siding cracked, rotting throughout: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Wood water table and flashing missing at N elevation: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window putty failed at W elevation: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window hardware missing at CA RM 11 (thumb tab/lift): replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Sash cords broken at CA RMs 1 and 16: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window at CA RM 5 E elevation has damaged muntin: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window at CA RM 1 N elevation has cracked pane: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window screen at CA RM 22 E elevation damaged: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window sill cracked at CA RMs 2 and 26: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Screen door at CA RM 27 rotted: replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Screen door mesh torn at CA RM 2: replace (4 SF).
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Window at CA RM 3 not operating properly: adjust sash weights.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	E elevation Boiler Room door bottom rail and knob stile rotted: rehabilitate door.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Wood railings cracked at porches (Rms CA 14, 29): replace.
85914	BM0-116 Big Meadows Blackrock Cottage	2013	Insufficient clearance to grade at N, E, and S elevations: install mud sill to close foundation.

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85914	BM0-116 Big Meadows Blackrock Cottage	2015	CMU stemwall joints opening at porch slab, top course loose: rebuild top course, coordinate with slab replacement.
85914	BM0-116 Big Meadows Blackrock Cottage	2015	Porch slab connection to building is failing, causing cracks in CMU foundation and water drainage to framing: replace slab and flash building connection to provide waterproofing.
85914	BM0-116 Big Meadows Blackrock Cottage	2015	Mortar joints cracked at E elevation: repoint.
85914	BM0-116 Big Meadows Blackrock Cottage	2015	Noisy electric wall heater in bathroom CA RM 4: repair.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Stone fireplace joints cracked in CA RM 26: repoint.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Stair stringer broken at boiler room E elevation: rebuild.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Open joint at top concrete step at S elevation porch: fill with backer rod and sealant.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Concrete slab at E elevation porches cracked: repair.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	CA RM 25 door damaged at lockset: dutchman repair 0.5 SF.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Ceiling panel sagging at CA RM 9: fasten.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Toilet valve leaks: repair.
85914	BM0-116 Big Meadows Blackrock Cottage	2016	Wood quarter round trim at CA RMs 3, 9, and 20 tub and shower: replace with non-absorbent trim.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Soffit boards rotted at W elevation: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	E elevation 1x gable end sheathing boards rotted: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Siding, water table, corner boards cracked, rotted and missing throughout: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Skirt board and siding rotted, cracked at S elevation: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Wood sill rotted at E elevation: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Glazing putty cracked, missing at E elevation of CA RMs 16, 21: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	W elevation boiler room door sill rotted: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Siding at base of W elevation damp: correct grading and drainage.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Window at CA RM 16 W elevation nailed shut: repair to operable.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	W elevation boiler room door rotted at base: rehabilitate.
85912	BM0-117 Big Meadow Hawksbill Cottage	2013	Earth-wood contact at N elevation: correct grade and install mud sill.
85912	BM0-117 Big Meadow Hawksbill Cottage	2014	Rising damp in W elevation CMU at low spot in grade: re-grade to drain.
85912	BM0-117 Big Meadow Hawksbill Cottage	2014	Inoperative electric wall heater in bathrooms CA RMS 18, 23: repair.
85912	BM0-117 Big Meadow Hawksbill Cottage	2015	CMU stemwalls cracking due to movement of porch slab: coordinate repair with slab replacement.
85912	BM0-117 Big Meadow Hawksbill Cottage	2015	CMU damp, ductwork corroding beneath E elevation porch: install vents at stemwalls.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Porch slab connection to building is failing, causing cracks in CMU foundation and water ponding at deck: replace slab and flash building connection to provide waterproofing.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Paving stone missing at S elevation stair landing: replace.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Cracked mortar joints at fireplace in CA RM 25: repoint.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Concrete porch slab cracked, displaced: repair.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Open joint at top concrete steps at porches: fill and seal.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Bottom stair tread at S elevation has a hazardous spall at nosing: provide epoxied steel pins and concrete patch at existing stair tread.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Door lockset at CA RM 3 loose: fasten.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Broken stones at hearths in CA RMs 4, 25: repoint.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Mold growing at area of previous leak at CA RM 4 ceiling: remove mold at ceiling and adjacent wall.
85912	BM0-117 Big Meadow Hawksbill Cottage	2016	Ceiling plaster cracked, missing at boiler room: patch.

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85919	BM0-118 Big Meadows Double Top Cottage	2013	Roof sheathing has deterioration due to roofing failure (Mechanical Rm, S elev): replace damaged 2x sheathing, coordinate with roofing component renewal
85919	BM0-118 Big Meadows Double Top Cottage	2013	Deteriorated door trim at base of trim (Mechanical Room, AV room, S elev): replace
85919	BM0-118 Big Meadows Double Top Cottage	2013	Cast iron gutter brackets of a dissimilar material to copper gutters, causing damage to gutters (W elev): replace with stainless steel brackets
85919	BM0-118 Big Meadows Double Top Cottage	2013	Deteriorated fascia board (N elev): replace deteriorated material
85919	BM0-118 Big Meadows Double Top Cottage	2013	Cast iron subsurface drainage riser is cracked, causing rainwater to erode soil at building foundation and undermine foundation (E elev, NE corner): replace cast iron riser, adjust RWL to seal at riser. coordinate with foundation repairs
85919	BM0-118 Big Meadows Double Top Cottage	2013	Cracks in mortar joints of CMU (N, S, E, W elev): evaluate and repair cracks in CMU
85919	BM0-118 Big Meadows Double Top Cottage	2013	Cracks in mortar joints and displacement of CMU (N, S, E, W elev): evaluate and repair cracks in CMU
85919	BM0-118 Big Meadows Double Top Cottage	2013	Spalled/missing CMU caused by erosion from RWL adjacent (SW corner, 1st floor): evaluate and repair, coordinate with RWL repair work
85919	BM0-118 Big Meadows Double Top Cottage	2013	Metal window has minor corrosion on frame (Mechanical Rm, S elev 1st flr): repair corrosion, prepare and repaint
85919	BM0-118 Big Meadows Double Top Cottage	2013	Door bottom rail is separating from stiles (CA RM 30, Unit 91): clamp and glue door base, paint
85919	BM0-118 Big Meadows Double Top Cottage	2013	Copper gutters and RWL are damaged, function poorly at some areas (W elev): repair damaged gutters and RWL
85919	BM0-118 Big Meadows Double Top Cottage	2013	Mechanical room ext retaining wall has failed (S elev): provide new CMU retaining wall.
85919	BM0-118 Big Meadows Double Top Cottage	2015	Foundation undermined at NE and SE corners by surface water erosion, poorly functioning RWL: provide earth backfill at foundations (3 CY), coordinate with RWL repairs.
85919	BM0-118 Big Meadows Double Top Cottage	2015	Foundation undermined at NE corner: install wood retaining wall & regrade
85919	BM0-118 Big Meadows Double Top Cottage	2015	Foundation undermined at NE corner: install new footing
85919	BM0-118 Big Meadows Double Top Cottage	2016	Deteriorated/dryrotted int door frame and trim (CA RM 5A, Unit 83; CA RM 7A, Unit 85): replace damaged material.
85919	BM0-118 Big Meadows Double Top Cottage	2016	Int door veneer is delaminating (CA RM 23, Unit 92): replace.
85919	BM0-118 Big Meadows Double Top Cottage	2016	Ceramic wall tile is cracked, damaged (CA RM 6A, Unit 84; CA RM 7A, Unit 85; CA RM 20A, Unit 89): replace damaged wall tile
85919	BM0-118 Big Meadows Double Top Cottage	2016	Ceramic floor tile is damaged (CA RM 7A, Unit 85; CA RM 20A, Unit 89; CA RM 21A, Unit 90): replace damaged tile.
85919	BM0-118 Big Meadows Double Top Cottage	2016	Spalled conc and exposed rebar under walkway conc deck (E elev): patch spall, paint walkway deck with epoxy floor paint and seal all joints
85919	BM0-118 Big Meadows Double Top Cottage	2016	Cracks in conc suspended slab at 2nd flr balconies (W elev, CA RM 30, Unit 91): seal crack
85919	BM0-118 Big Meadows Double Top Cottage	2016	Spalled concrete at stairs and landings (E elev): prepare substrate and patch.
85919	BM0-118 Big Meadows Double Top Cottage	2016	Crack in ceiling finish/conc slab above (CA RM 6, Unit 84; CA RM 7, Unit 85), likely caused by water infiltration: evaluate and repair.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Rotted siding at base of W elevation due to earth-wood contact: replace 16 LF.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	22 LF of cracked and loose lap siding at N elevation: replace.

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85928	BM0-149 Big Meadows Petersburg Cottage	2013	Rotted 2x6 studs for attaching siding at base of N elevation: replace 2 LF at 2 locations.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Torn window screen at W elevation: replace 1 screen panel.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Rot at wood threshold to CA RM 1: replace.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Rot at base of door trim at N elevation: replace 1 LF of 1x4 trim at each side of door.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Inadequate and missing glazing stops at exterior door lites at N elevation: replace three 9-inch stops and paint all stops.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Rotted glazing lite stops at exterior door at S elevation: replace five 9-inch stops.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Corroded valley flashing at SW roof: replace 24 LF of sheet metal flashing in conjunction w/ roof covering replacement.
85928	BM0-149 Big Meadows Petersburg Cottage	2013	Paint failure leading to blanching, minor rot at bottom rail of top sash 4 LF at double hung window in CA RM 1: remove loose paint, apply wood preservative, repaint.
85928	BM0-149 Big Meadows Petersburg Cottage	2016	Rot and breaks in board ends at S porch (CA RM 5) decking: replace all 2x6 decking.
85928	BM0-149 Big Meadows Petersburg Cottage	2016	Tape missing at gypboard corners in CA RM 2, 4: re-tape 12 LF in each room.
85924	BM0-152 Big Meadows Blacksburg Cottage	2013	Cracked and warped wood boards due to earth contact: regrade to provide sufficient clearance, replace boards.
85924	BM0-152 Big Meadows Blacksburg Cottage	2013	Window putty deteriorated: replace.
85924	BM0-152 Big Meadows Blacksburg Cottage	2013	Rotted, broken wood door threshold: replace.
85924	BM0-152 Big Meadows Blacksburg Cottage	2013	N entry door trim, bottom portion rotted: dutchman repair.
85924	BM0-152 Big Meadows Blacksburg Cottage	2013	Steel posts in lead sleeve at S porch, loose: remove all, reset and paint.
85924	BM0-152 Big Meadows Blacksburg Cottage	2013	CA RM 1, window interior sill cracked: repair.
85924	BM0-152 Big Meadows Blacksburg Cottage	2015	N porch stringers on dirt: repair to ensure no earth-to-wood contact.
85924	BM0-152 Big Meadows Blacksburg Cottage	2016	CA RM 4, water damage, SW corner due to roof failure: replace Gyp. Bd. and paint after roofing replacement.
85926	BM0-153 Big Meadows Bridesburg Cottage	2013	CA RM 1 double hung window top and bottom sashes, paint failure leading to blanching and minor rot: remove loose paint, apply wood preservative and paint.
85926	BM0-153 Big Meadows Bridesburg Cottage	2015	Inadequate clearance between grade and N porch stringers on dirt: evaluate and repair.
85926	BM0-153 Big Meadows Bridesburg Cottage	2016	Missing corner trim adjacent to shower, CA RM 2: replace.
85926	BM0-153 Big Meadows Bridesburg Cottage	2016	Water damage next to shower, CA RM 2: clean and seal resilient flooring joint properly.
85926	BM0-153 Big Meadows Bridesburg Cottage	2016	CA RM 3, water damage due to roof failure: replace Gyp. Bd. and paint after roofing replacement.
85921	BM0-154 Big Meadows Mountain View Cottage	2013	Damaged plywood and roof sheathing: replace.
85921	BM0-154 Big Meadows Mountain View Cottage	2013	Deteriorated siding at E elev: replace.
85921	BM0-154 Big Meadows Mountain View Cottage	2013	CA RM 1, loose joints: clamp and glue bottom rail.
85921	BM0-154 Big Meadows Mountain View Cottage	2013	Broken mullions/muntins: repair.
85921	BM0-154 Big Meadows Mountain View Cottage	2013	Earth-wood contact entire bldg perimeter: correct condition.
85921	BM0-154 Big Meadows Mountain View Cottage	2016	CA RM 3, crack in stone at fireplace: repoint.
85921	BM0-154 Big Meadows Mountain View Cottage	2016	5 panel wd door difficult to operate: repair to easily operable condition.
85921	BM0-154 Big Meadows Mountain View Cottage	2016	CA RM 5, spalling and crack on hearth: repair.

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85921	BM0-154 Big Meadows Mountain View Cottage	2016	CA RM 5, separation cracks & gaps in wd boards and water damage, CA RM 3, water damage: evaluate and repair.
85921	BM0-154 Big Meadows Mountain View Cottage	2016	CA RM 8, closet ceiling, water stain, warped and cracked: replace after roof repair.
85921	BM0-154 Big Meadows Mountain View Cottage	2016	CA RM 1, warped at center (roof leaks): replace after roof repair.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	Replace Domestic water piping (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	Deteriorated roof sheathing: replace in conjunction with roof covering replacement.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	Missing window trim, S elev: replace.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	CA RM 2, missing lock turn: replace.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	Rusted valley flashing and chimney flashing: replace in conjunction w/ roof replacement.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	CA RM 3 exterior door base, biological growth: repair.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	Biological growth: remove.
85923	BM0-155 Big Meadows Lynchburg Cottage	2013	Earth-wood contact entire bldg perimeter: correct condition.
85923	BM0-155 Big Meadows Lynchburg Cottage	2016	CA RM 3, crack in fireplace stone: repoint.
85923	BM0-155 Big Meadows Lynchburg Cottage	2016	CA RM 1, broken trim at fireplace, around upper hearth: replace.
85923	BM0-155 Big Meadows Lynchburg Cottage	2016	CA RM 4, broken plastic corner trim (3/4"): replace.
85923	BM0-155 Big Meadows Lynchburg Cottage	2016	Water damage at corner round at base of floor/shower: replace with non absorbtive material.
85923	BM0-155 Big Meadows Lynchburg Cottage	2016	Joint at floor and shower pan opened, CA RM 2: recaulk.
85923	BM0-155 Big Meadows Lynchburg Cottage	2016	CA RM 3, water damaged trim board because of roof deficiency: replace.
85895	BM0-319 Big Meadows Employee Quarters	2013	Replace Electric baseboard radiant heater, 6' (projected end of useful life)
85895	BM0-319 Big Meadows Employee Quarters	2013	Broken hardware at awning windows at 2 windows, E wall of CA RM 8 and CA RM 1: replace.
85895	BM0-319 Big Meadows Employee Quarters	2013	Door stop at frame of Unit 14 broken; replace.
85895	BM0-319 Big Meadows Employee Quarters	2013	Corroded base of 2-1/2" diameter pipe railing posts, S elevation; repair.
85895	BM0-319 Big Meadows Employee Quarters	2013	Efflorescence at CMU at NW corner; clean and refinish.
85895	BM0-319 Big Meadows Employee Quarters	2013	Step cracking at mortar joints, E elevation wall; repoint
85895	BM0-319 Big Meadows Employee Quarters	2013	Warped wood siding boards opening at joints, S elevation; repair.
85895	BM0-319 Big Meadows Employee Quarters	2013	Cracked, broken and missing rails and torn and detached screens at units 14 & 16, S & N elevation; rehabilitate.
85895	BM0-319 Big Meadows Employee Quarters	2013	Missing knot at exterior frame of Unit 17, S elevation (1 SF): patch.
85895	BM0-319 Big Meadows Employee Quarters	2013	Cracked panel and joint at rail, exterior face of Unit 16 paneled door, S elevation (2 SF); seal.
85895	BM0-319 Big Meadows Employee Quarters	2013	Rotted wood fascia at W elevation and S elevation, east corner; dutchman repair.
85895	BM0-319 Big Meadows Employee Quarters	2014	Replace Cabinet, plywood (projected end of useful life)
85895	BM0-319 Big Meadows Employee Quarters	2015	Cracked mortar joints at S elevation porch CMU stemwalls; repoint.
85895	BM0-319 Big Meadows Employee Quarters	2015	Cracked and spalled CMU at S elevation porch CMU stemwalls (2 SF); patch.
85895	BM0-319 Big Meadows Employee Quarters	2015	Paving slopes toward building; replace with min. 2% slope away from building
85895	BM0-319 Big Meadows Employee Quarters	2016	Spalled concrete at corner and edge of S elevation porch; evaluate and repair.
85895	BM0-319 Big Meadows Employee Quarters	2016	Cracked concrete slab at rail post anchors at S elevation porch; patch.
85895	BM0-319 Big Meadows Employee Quarters	2016	Failed GWB joint at CA RM 2; repair and refinish.

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85895	BM0-319 Big Meadows Employee Quarters	2016	Water damaged Masonite paneling near sink in CA RM 1; replace.
85895	BM0-319 Big Meadows Employee Quarters	2016	Missing sealant at toilet base, CA RM 5; replace.
85895	BM0-319 Big Meadows Employee Quarters	2016	Delaminated plywood at bathrooms CA RM 3 & 5; replace
85896	BM0-320 Big Meadows Employee Quarters	2013	Rotted plywood soffit boards; replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Window frame corners patched, NW window, N elevation: replace sash.
85896	BM0-320 Big Meadows Employee Quarters	2013	Cracked awning window pane, CA RM 3A & 10, S & N elevations (24 SF): replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Missing wood glazing stop at E elevation windows; replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Missing screens at windows, 3 at CA RM 2, 1 ea. at CA RM 8 & 6; replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Damaged Screen at CA RM 3; replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Cracked, loose and missing window putty, S N & W elevations; replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Delaminated veneer ply solid core doors at W elevation; replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Split and rotted fascia boards, S elevation, replace.
85896	BM0-320 Big Meadows Employee Quarters	2013	Cracked mortar joints at S, E, N & W elevations; repoint.
85896	BM0-320 Big Meadows Employee Quarters	2013	Spalled CMU at N & E elevations; patch.
85896	BM0-320 Big Meadows Employee Quarters	2013	Broken base rail of window between CA RM 4 & 2: dutchman repair.
85896	BM0-320 Big Meadows Employee Quarters	2013	Loose 2-1/2" diameter rail posts, 2 at W elevation porch, 3 at E elevation porch; re-anchor.
85896	BM0-320 Big Meadows Employee Quarters	2015	Cracked mortar joints at E & W elevation CMU porch stemwalls; repoint.
85896	BM0-320 Big Meadows Employee Quarters	2015	Cracked slab at CA RM 4 & 2: patch.
85896	BM0-320 Big Meadows Employee Quarters	2015	Missing sealant at pipe penetration near N wall of CA RM 2; seal.
85896	BM0-320 Big Meadows Employee Quarters	2015	Open joint between concrete slab and CMU wall, at perimeter of CA RM 4; apply backer rod & sealant
85896	BM0-320 Big Meadows Employee Quarters	2016	Missing sealant at joint between E elevation porch and CMU wall; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Split and missing door trim, CA RM 3 & 6; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Cracked CMU, near sink and at SW & NW corners CA RM 2, At SW & SE corners of CA RM 5; patch/seal.
85896	BM0-320 Big Meadows Employee Quarters	2016	Moldy plywood paneling at CA RM 1E; clean and refinish.
85896	BM0-320 Big Meadows Employee Quarters	2016	Peeling paint CA RM 1A; refinish.
85896	BM0-320 Big Meadows Employee Quarters	2016	Cracked joints at plywood panel seams in CA RM 1B, 4 & 2; seal.
85896	BM0-320 Big Meadows Employee Quarters	2016	Open perimeter joint at plywood ceiling to CMU wall, CA RM 4; seal.
85896	BM0-320 Big Meadows Employee Quarters	2016	Rotted wood baseboard under sink; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Missing rubber base under sink, CA RM 6; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Deformed plywood due to previous water damage, CA RM 4; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Sagging GWB, CA RM 8; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Damaged GWB at NE corner of CA RM 3; replace.
85896	BM0-320 Big Meadows Employee Quarters	2016	Replace Clg paint/stain (projected end of useful life)
85908	BM0-324 Big Meadows Old Linen Bldg	2013	Deteriorated/damaged wood siding (N, E, S, W elev): replace siding, paint.
85908	BM0-324 Big Meadows Old Linen Bldg	2013	Deteriorated wood corner board trim, 1x3 (W elev, SW corner): replace trim, paint
85908	BM0-324 Big Meadows Old Linen Bldg	2013	1x3 wood fascia is deteriorated (E, W elev): replace fascia.
85908	BM0-324 Big Meadows Old Linen Bldg	2013	Wood window sash (3x2' six lite) is missing 25% of glazing putty, operates poorly (N&S elev): reputty window glazing, rehabilitate window to operable condition.

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85908	BM0-324 Big Meadows Old Linen Bldg	2013	Wood panel door has loose joints at bottom rail, door stop is detaching from door frame (W elev): clamp and glue door, reattach door stop, rehabilitate door to operable condition
85908	BM0-324 Big Meadows Old Linen Bldg	2015	Building has shifted towards the east 4-5" on the conc piers: Move building to original location, rebuild CMU piers on concrete footing, coordinate with bldg shoring and beam replacement work.
85908	BM0-324 Big Meadows Old Linen Bldg	2016	Dryrotted 6x6 perimeter beam (S elev, SE corner; E elev, NW corner): replace beam
85908	BM0-324 Big Meadows Old Linen Bldg	2016	Fiberboard wall finish is damaged/missing (E, W elev): replace.
85908	BM0-324 Big Meadows Old Linen Bldg	2016	Replace Clg paint/stain (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	2013	Delaminated and split plywood soffit, S, W, and N elevations; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Cracked putty at S elevation windows; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Broken/inoperable hardware, 3 each at CA RM 7 & 2, 1 at W wall of CA RM 8; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Torn, detached screen at S elevation (12 SF); replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Missing wood push plate at screen door to Unit 5, N elevation; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Missing/damaged trim at interior face of exterior door at CA RM 7 & 1; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Deteriorated wood fascia at NE & SE corner of E elevation and at W elevation; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Split wood fascia at W elevation; replace.
85905	BM0-326 Big Meadows Employees Quarters	2013	Loose rail post at S elevation porch; re-anchor.
85905	BM0-326 Big Meadows Employees Quarters	2015	Cracked mortar at S elevation porch CMU stemwalls; repoint.
85905	BM0-326 Big Meadows Employees Quarters	2015	Cracked CMU at S elevation porch stemwalls (2 SF); patch.
85905	BM0-326 Big Meadows Employees Quarters	2016	Cracked slab at rail post anchor points, S elevation porch; patch.
85905	BM0-326 Big Meadows Employees Quarters	2016	Cracked slab at S elevation porch; patch.
85905	BM0-326 Big Meadows Employees Quarters	2016	Cracked, moldy sealant between wall tile and tub at CA RM 3, 4, 5, & 6; replace.
85905	BM0-326 Big Meadows Employees Quarters	2016	Mold growth at clgs in CA RMs 3, 6, and 8; clean.
85898	BM0-327 Big Meadows Employee Quarters	2013	Loose, missing putty at W, S & N elevation; replace.
85898	BM0-327 Big Meadows Employee Quarters	2013	Torn, detached screen panels at S and N elevations (11 SF); replace.
85898	BM0-327 Big Meadows Employee Quarters	2013	Rotted wood fascia, South end of E elevation, ends of W elevation and along N elevation; replace.
85898	BM0-327 Big Meadows Employee Quarters	2013	Step cracking at S elevation CMU wall; repoint.
85898	BM0-327 Big Meadows Employee Quarters	2013	Split wood siding over door, S elevation; seal.
85898	BM0-327 Big Meadows Employee Quarters	2013	Detached soffit board, E elevation; re-fasten
85898	BM0-327 Big Meadows Employee Quarters	2013	Cracked mortar at brick window sills, W elevation
85898	BM0-327 Big Meadows Employee Quarters	2013	Peeling paint on window sash, CA RM 7; refinish.
85898	BM0-327 Big Meadows Employee Quarters	2013	Open joint at bottom rail of S elevation screen door to CA RM 2: refasten.
85898	BM0-327 Big Meadows Employee Quarters	2013	Detached wood fascia, west end of S elevation; re-fasten.
85898	BM0-327 Big Meadows Employee Quarters	2013	Loose 2-1/2" diameter posts at S elevation porch; re-anchor.
85898	BM0-327 Big Meadows Employee Quarters	2015	Cracked mortar at CMU stemwalls, S elevation porch; repoint.
85898	BM0-327 Big Meadows Employee Quarters	2015	Cracked CMU at S elevation porch (4 SF); patch.
85898	BM0-327 Big Meadows Employee Quarters	2016	Cracked concrete slab at rail post anchors; evaluate and repair.
85898	BM0-327 Big Meadows Employee Quarters	2016	Loose door hardware; re-fasten.
85898	BM0-327 Big Meadows Employee Quarters	2016	Deteriorated and moldy caulk at joint between tub and ceramic tile, CA RM 4 & 6; replace.
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Dryrotted 2x T&G roof sheathing at Breezeway (S elev): replace dryrotted sheathing, coordinating w/ roof repair.
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Dryrotted 6x10 roof beam at Breezeway (S elev): replace dryrotted beam

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85917	BM0-344 Big Meadows Rapidan Cottage	2013	4x6 wood beam has split at bottom face of beam (CA RM 42, Unit 106): Evaluate and strengthen/replace wood beam.
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Door threshold is worn (CA RM 7, Unit 99; CA RM 43, Unit 105): replace threshold
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Cast iron subsurface drain pipe riser that is connected to RWL is cracked (E elev Covered Walkway): replace
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Deteriorated 2x12 wd fascia (E, S elev): replace deteriorated fascia boards
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Cast iron gutter brackets of a dissimilar material to copper gutters, causing damage to gutters (W elev): replace with stainless steel brackets
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Deteriorated wood posts, lack post base (E elev, breezeway): provide post base at each post.
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Steel vertical supports at CMU-wood beam connection are rusting (CA RM 40, Unit 108; CA RM 41, Unit 107; CA RM 42, Unit 106): prepare and repaint steel support.
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Wall bowed out by fill behind (N elev, NW corner): repair 10 LF of crack, install (4) earth anchors to stabilize CMU wall
85917	BM0-344 Big Meadows Rapidan Cottage	2013	CMU wall is cracked at mortar joints, previous repair unsuccessful (NW corner 1st floor): evaluate and repair
85917	BM0-344 Big Meadows Rapidan Cottage	2013	CMU spalling (3) locations at guardrail connection (W elev, 2nd floor): repair to sound condition
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Steel stair railings and guardrails are rusting (E elev, stairs and landings): prepare and repaint
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Deteriorated wood bottom rail in 3 pane glazed wood door w/ metal louver (N elev): provide dutchman repair to bottom of door rail
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Deteriorated wood door trim at glazed wood door w/ metal louver (N elev, Boiler Rm): provide dutchman repair to bottom of door trim
85917	BM0-344 Big Meadows Rapidan Cottage	2013	Connection to RWL and subsurface drain pipe is non-functional (W elev, CA RM 33, Unit 99): provide new subsurface drain pipe at existing RWL
85917	BM0-344 Big Meadows Rapidan Cottage	2013	RWL elbow is deteriorated, damaged (CA RM 50, Unit 102, W elev)
85917	BM0-344 Big Meadows Rapidan Cottage	2014	Displacement @ walkway construction joint at 2 locations (10 LF), trip hazard (W elev, 1st floor): repair to sound condition (grind down high spots and patch).
85917	BM0-344 Big Meadows Rapidan Cottage	2014	Cracked concrete slab on grade at entry porch (E elev, Units 100/101 porch), 4 SF: patch.
85917	BM0-344 Big Meadows Rapidan Cottage	2015	Soil washout at concrete foundation is leading to the undermining of the foundation, porch slabs and building (NW corner, 1st floor): provide compacted soil/gravel fill at foundation. direct concentrated surface water away from bldg.
85917	BM0-344 Big Meadows Rapidan Cottage	2015	Cracked and spalling slab on grade at various locations at entry porches (E elev, 1st floor): patch, provide dowels to existing slab.
85917	BM0-344 Big Meadows Rapidan Cottage	2015	Gap between conc slab on grade and bldg ext foundation (W elev, N end, 1st floor patio): provide backer rod and sealant to close gap
85917	BM0-344 Big Meadows Rapidan Cottage	2015	Spalling slab on grade at various locations at entry porches (W elev, 1st floor): provide dowels and concrete patches at spalls.
85917	BM0-344 Big Meadows Rapidan Cottage	2015	Provide insulation on domestic cold water line in mechanical room CA 2
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Int door veneer is delaminating (CA RM 19, Unit 108, at connecting door; CA RM 12, Unit 97; CA RM 20, Unit 108; CA RM 24, Unit 106; CA RM 47, Unit 94): replace.

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85917	BM0-344 Big Meadows Rapidan Cottage	2016	Int door knob is non-functional (CA RM 19, Unit 108): replace lockset.
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Tiles under sink are rust-stained and damaged (CA RM 8, Unit 99): replace tiles.
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Cracked/damaged ceramic floor tiles (CA RM 12, Unit 97: CA RM 4, Unit 101; CA RM 22, Unit 107): replace damaged tile
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Entry slab connection to steel post cracked w/ spalls, 2 Cracks at each slab (E elev, 2nd floor): repair cracked slab walkway, prepare and paint steel angle support.
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Conc. exposed aggregate at entry porches/walkways (E elev, 2nd floor): patch with topping compound, paint walkway.
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Crack/spall (1.5 LF Ea.) at stair nosing in (23) locations (E elev): Repair cracks/spalls and take necessary steps to ensure no further cracking. spalling
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Conc spall at underside of ext stair (E elev): patch
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Hairline cracks at conc slab (CA RM 40, Unit 108): seal cracks
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Crack in Bedroom wood paneling finish (CA RM 15, Unit 95): repair paneling.
85917	BM0-344 Big Meadows Rapidan Cottage	2016	Crack in vestibule plywood ceiling finish (CA RM 7, Unit 99): repair ceiling.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	No hardware at windows in CA RM 1, 2, 3: replace all hardware to make windows operable, 10 EA.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Missing piece of 1x4 wood trim at window in CA RM 2: replace.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Dry rot at wood 1x8 fascia board above CA RM 9: replace.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Spall at CMU at W elevation: evaluate and repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Cracked mortar joint above dryers at CA RM 3: evaluate and repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Cracking at S and E walls in CA RM 4: evaluate and repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Rubber base detached at W wall in CA RM 4: reattach.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Sagging plywood at soffit at S elevation near W corner: evaluate and repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Damaged muntin at door to CA RM 7: repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	Weather stripping deteriorated at freezer door to CA RM 8 (20 LF): install new.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2013	1x4 wood boards at door interior buckling (12 SF): evaluate and repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2014	Replace Exhaust fan - bathroom (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	2015	Void under CMU wall at SE corner (near CA RM 3): re-grade to ensure soil-foundation contact and install splash block or gravel at downspout.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2015	Cracking at CMU, no concrete foundation support at NW corner: re-grade to ensure soil-foundation contact, repair cracks.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2015	Cracking at concrete floor slab in CA RM 5: repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2015	Ponding on concrete floor drain at CA RM 5: provide drainage.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2015	Open joint between CMU walls and concrete sidewalk at CA RM 9: install sealant.

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85909	BM0-356 Big Meadows Laundry & Service Bldg	2016	Area of damage and plywood patch under sink in CA RM 2: investigate and repair or replace.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2016	Rot at base of plywood dryer enclosure: replace.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2016	Large open joint at CMU walls in CA RM 1: remove felt rod at base of walls, install backer rod and sealant.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2016	Cracking at tape joints at gypboard ceiling in CA RM 2, 3: repair.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2016	Gypboard ceiling sagging at CA RM 4: replace.
85909	BM0-356 Big Meadows Laundry & Service Bldg	2016	Water damage at gypboard ceiling in CA RM 6: replace.
85935	BM0-374 Big Meadows Service Station	2013	Dryrot at wood roof sheathing at exposed eaves (N elev): replace sheathing, coordinate with roofing component renewal work.
85935	BM0-374 Big Meadows Service Station	2013	Wood siding is deteriorated [S elev]: replace
85935	BM0-374 Big Meadows Service Station	2013	Dryrot at fixed wood window trim 1/2 x 2" [N & E elev]: replace
85935	BM0-374 Big Meadows Service Station	2013	Deterioration at fixed wood window int trim 2x8 [CA RM 1, Office, E elev]: Replace trim
85935	BM0-374 Big Meadows Service Station	2013	Wood siding is loose from wall [S elev]: reattach to wall
85935	BM0-374 Big Meadows Service Station	2013	Metal jalousie windows do not operate (E & W elev): rehabilitate to operable condition.
85935	BM0-374 Big Meadows Service Station	2015	Cracks and displacement at conc sidewalk/apron area [N, E, W elev]: grind areas of displacement, seal cracks w/traffic grade sealant.
85929	BM0-382 Big Meadows Garbage Storage	2013	Damaged wood fascia at SW corner of S elevation; replace in conjunction w/ roof covering replacement.
85929	BM0-382 Big Meadows Garbage Storage	2013	Non-rodent-proof vent screens at 2 vents, E elevation; replace.
85929	BM0-382 Big Meadows Garbage Storage	2015	Cracked slab due to poor drainage; evaluate and repair.
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Deteriorated wood siding and plywood at base of exterior walls of CA RM 2; replace bottom 1' of wall.
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Deteriorated wood siding at base of W Elevation wall; replace bottom 1' of siding.
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Detached door of pair of doors at E elevation to CA RM 2; replace all hardware and re-hang doors.
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Rusted metal threshold, CA RM 1; replace
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Rotted door jamb at base of wall, CA RM 1; replace
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	4x4 wood post rest on dirt, provide post base (Rm 2)
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Inoperable double hung window; repair.
85907	BM0-385 Big Meadows Storage & Service Bldg	2013	Rotted, unfinished wood sill at double hung window; consolidate sill, prep and finish.
85892	BM0-393 Big Meadows Wood Sales Building	2013	Base of wood siding in contact with earth at all elevations, dry rot at W elevation: evaluate and repair.
85892	BM0-393 Big Meadows Wood Sales Building	2015	Timber posts are out of plumb at 2 locations: evaluate and repair.
107870	BM0-396 Big Meadows Lodge Dormitory	2013	Missing hardware at window, CA RM 27, W wall; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2013	Cracked wood sill, CA RM 27, S wall; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2013	Rusted hardware at N elevation screen doors; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2013	Broken wood trim at door to unit 21 (6 LF); replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2013	Missing flashing at roof edge, S elevation; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2013	Missing wood knots at exterior siding, E & W elevations; patch.

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107870	BM0-396 Big Meadows Lodge Dormitory	2013	Loose wood trim at door to unit 21; refasten.
107870	BM0-396 Big Meadows Lodge Dormitory	2014	Missing downlight trim ring in CA RM 24; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2015	Concrete slopes toward building and eroded at base, N elevation (6 slabs @ 20 SF/ea): reposition slabs to drain away from building.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Moldy and rotted wood trim at base of door frame CA RM 12; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Water damaged 1x4 wood base at partition between CA RM 13 and CA RM 12, both sides; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Water damaged GWB with mold growth at CA RM 12 & 13 due to water heater; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Water damaged VCT at CA RM 12, Stained VCT at CA RM 18, Broken tile CA RM 13; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Failed sealant at joint between VCT, wood base, and shower enclosure, CA RM 5; replace.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Failed paint above wall heaters at CA RM 4, 18 & 22
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Peeling, moldy paint at bath ceilings, CA RM 5, 14 & 23; clean and refinish.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Failed joint at GWB ceiling in hall of CA RM 4 & 18; retape and refinish.
107870	BM0-396 Big Meadows Lodge Dormitory	2016	Rust on exterior of water heater in closet, CA RM 12: investigate cause of rust and remedy.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Replace Recirculating pump (projected end of useful life)
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Missing vent screen at E elevation crawl space vent; replace
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Damaged 52"x40" aluminum screen at exterior face of CA RM 16; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Inoperable casement window hardware CA RM 19 & 28; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Damaged 24"x 36" double glazed pane at CA RM 4; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Dry rot at sill in E elevation window sill, CA RM 34; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Broken stile at N elevation screen door to CA RM 33; replace door.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Damaged hinge attachments, CA RM 4, door to balcony; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Inproper use of mortar at threshold of door, CA RM 16; replace mortar with sealant bed.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Torn screen at balcony door, CA RM 37; replace
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Damaged screen door, CA RM 34, 35; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Missing splash blocks at E elevation; replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Split sheathing board at E elevation; repair.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Split horizontal wood siding, S, E & W elevations; repair
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Cracked mortar joint, S elevation; repoint.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Cracked and erroded concrete chimney caps; evaluate and repair.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Missing sealant at E elevation window sill, CA RM 37; seal.

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85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Rotted access door at S elevation, repair.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Gap at door due to being improperly hung, CA RM 13; re-hang.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Failed joints at screen door frame, CA RM 37, 38 & 39; rehabilitate door.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2013	Corroded and cracked joints at E elevation gutter; repair.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2015	Cracked, bowed CMU pier at E elevation CA RM 38/39: rebuild pier.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2015	Erroded soil at base of N & S elevation CMU walls; install gravel at base of wall to protect base of wall.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Missing hardware on door to CA RM 32: replace.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Floor deflection causing cracked joint between ceramic tile floor and wall; repair structure and reseal joint. STRUCTURAL CONSULATION RECOMMENDED.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Cracked mortar joints and CMU, CA RM 1, 4, 7, 10, 16, 19, 22 & 25; repoint and patch.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Cracked marble threshold, CA RM 18, 6 & 2; patch.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Cracked/missing mortar at stone hearth, CA RM 1 & 16; repoint.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Bowed, detached wood siding at top of wall, CA RM 10; reattach.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Detached 4x4 wall tiles, CA RM 11; reattach.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Cracked joint between floor and N wall between CA RM 30, 27 & 11, and perimeter of CA RM 21, 18 & 6; seal.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Cracked joints between CMU wall and GWB ceilings of CA RM 30, 27, 14, 11, 6, 2; re-tape, patch and refinish.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Cracked GWB joints at ceilings of CA RM 25, 22, 19, 16, 13, 10, 7, 1; patch and refinish.
85911	BM0-397 Big Meadows Crescent Rock Lodging	2016	Missing 1" square mosaic floor tiles, CA RM 18; replace.
90957	BM0-398 Big Meadows Shower	2013	Rust at base of doors and frames at all shower stalls: replace all.
90957	BM0-398 Big Meadows Shower	2013	Rot at fascia at E elevation, splitting at S elevation: evaluate and repair.
90957	BM0-398 Big Meadows Shower	2014	Inoperative coin operator in shower stall CA RM 9: repair.
90957	BM0-398 Big Meadows Shower	2015	Broken CMU at N elevation stemwall: patch.
90957	BM0-398 Big Meadows Shower	2015	Cracking, displacement, mortar erosion, efflorescence at S elevation stem wall resulting from water infiltration at concrete slab: coordinate repair with slab waterproofing.
90957	BM0-398 Big Meadows Shower	2015	Cracking at 3 locations at concrete slab on W elevation (CA RM 17): evaluate and repair.
90957	BM0-398 Big Meadows Shower	2016	Tile base delaminated at S wall in Shower Stall #6: remove and reinstall.
Big Meadows Wayside			
85939	BM0-113 Big Meadows Wayside	2013	Base of 8x8 posts are dryrotted (N, S, E elev): Repair/replace 12" at base of wood posts
85939	BM0-113 Big Meadows Wayside	2013	Deteriorated 6x6 posts at either side entry door, N elev (at CA RM 2, Entry): replace
85939	BM0-113 Big Meadows Wayside	2013	Repair/replace deteriorated 2x4 wood post [W elev]
85939	BM0-113 Big Meadows Wayside	2013	Horiz lap siding is damaged/deteriorated W elev: replace
85939	BM0-113 Big Meadows Wayside	2013	Missing 6" wood lap siding near SE corner: replace
85939	BM0-113 Big Meadows Wayside	2013	2x4 wood trim is deteriorated (SE corner): replace

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85939	BM0-113 Big Meadows Wayside	2013	Window trim at W elevation rotted: dutchman/replace.
85939	BM0-113 Big Meadows Wayside	2013	Deteriorated 2x4 wd window trim at base of awning windows, S elev: replace trim
85939	BM0-113 Big Meadows Wayside	2013	Broken window pane W elev (CA RM 12, Womens): replace
85939	BM0-113 Big Meadows Wayside	2013	Ferrous metal hinges are rusting [Rm 3]: replace with non-corrosive metal hinges
85939	BM0-113 Big Meadows Wayside	2013	Ext metal threshold and weatherstripping is worn (CA RM 7, Mgr Office): replace
85939	BM0-113 Big Meadows Wayside	2013	Door trim is deteriorated N elev (at CA RM 7, Mgr Office): replace
85939	BM0-113 Big Meadows Wayside	2013	Dryrot at bottom rails of awning windows at S &E elev (CA RM 3): repair bottom rail, paint.
85939	BM0-113 Big Meadows Wayside	2013	Deteriorated window sill and trim at fixed glass windows, N elev: provide dutchman repair
85939	BM0-113 Big Meadows Wayside	2013	Door trim , 2x3 wood, is damaged E elev (door to CA RM 3): dutchman repair of wood trim at base
85939	BM0-113 Big Meadows Wayside	2013	Wood plank doors at CA RM 18, Elec Service Equip, are wracking at S elev: repair door, provide diagonal brace
85939	BM0-113 Big Meadows Wayside	2014	Broken receptacle face plate, CA RM 4: replace.
85939	BM0-113 Big Meadows Wayside	2014	Water damaged light fixture, CA RM 3: replace.
85939	BM0-113 Big Meadows Wayside	2015	Stone stem wall has mortar loss, cracks in mortar joints (N, W, S elev): repoint masonry.
85939	BM0-113 Big Meadows Wayside	2015	CMU stem wall is spalled (CA RM 15, Loading Dock): patch.
85939	BM0-113 Big Meadows Wayside	2015	2x wood sill plate at base of wall is deteriorated W elev (CA RM 15, at door to Kitchen): provide conc stem wall and new wood sill plate. restore interior and exterior wall finishes
85939	BM0-113 Big Meadows Wayside	2016	Susp acoustical tile ceiling is bowing and buckling (CA RM 10, Kitchen): replace
85939	BM0-113 Big Meadows Wayside	2016	Damaged/cracked gyp bd fin at door to Kitchen (CA RM 11, Break Rm): repair
85934	BM0-381 Big Meadows Wayside Ice Storage	2013	Replace Ext paint/stain (projected end of useful life)
85934	BM0-381 Big Meadows Wayside Ice Storage	2013	Insulated door has deterioration at base and bottom hinge (N elev): replace with hollow metal frame and door to suit current use
85934	BM0-381 Big Meadows Wayside Ice Storage	2013	CMU is spalling/damaged [NE exterior corner]: repair
85934	BM0-381 Big Meadows Wayside Ice Storage	2013	CMU is spalling/damaged [SE exterior corner]: repair
85934	BM0-381 Big Meadows Wayside Ice Storage	2014	Replace DX air handler & DX condensing unit, 5 ton (projected end of useful life)
85934	BM0-381 Big Meadows Wayside Ice Storage	2014	Replace DX condensing unit (projected end of useful life)
85883	BM0-390 Big Meadows Wayside Garbage Storage	2013	Rusted door and frame between CA RM 2 & 3; replace.
85883	BM0-390 Big Meadows Wayside Garbage Storage	2013	Step cracking in CMU wall, CA RM 3; repoint.
85883	BM0-390 Big Meadows Wayside Garbage Storage	2013	Spalling CMU wall at SE exterior corner; patch.
85883	BM0-390 Big Meadows Wayside Garbage Storage	2015	Eroded concrete slab at CA RM 3, provide concrete topping patch.
Elkwallow			
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Broken and split sheathing boards at eave of S elevation; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Missing boards at eave, N elevation; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Missing siding near window at E elevation exposing framing; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Cracked, loose and missing putty at 4 windows W elevation, 3 windows at E elevation, and 1 window and N and S elevations; replace.

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85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Rotted wood sill at S elevation double hung window; replace
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Cracked pane at S elevation double hung window; replace
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Broken and warped wood screens at E elevation double hung windows; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Split horizontal wood siding board at S elevation, above window; repair.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Missing sealant joint at perimeter of window framing, W elevation
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Rotted wood threshold at doors to CA RM 9 & 10; repair.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Rotted wood at base of plank doors and glazed lites to CA RM 1, 2 & 10; dutchman repair.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Rotted wood door frame at base to CA RM 9; dutchman repair (6 SF).
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Rotted mullions and framing to glazing at doors to CA RM 1, 2 & 10; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Split and rotting fascia board at W elevation; replace
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2013	Railing height is non-code compliant; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2015	Cracked mortar joints at foundation wall, step cracking at N, S & W elevations; repoint.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2015	Cracked CMU unit, N elevation at stair; patch.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2015	Cracked, spalled, and shifted CMU blocks with efflorescence at porch piers CA 12 and 13
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2016	Curling and cupping resilient flooring around toilets CA RM 3 & 8; reattach.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2016	Repair leaking faucet in bedrooms CA1 , CA10
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2016	Missing closet door hardware CA RM 2; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2016	Abraded and stained doors to CA RM 3; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2016	Rotted and stained from leaking roof, NW corner of CA RM 9, SW corner of CA RM 1, SE & SW corners of CA RM 2, and NE corner of CA RM 10; replace.
85847	EW0-003 Elkwallow Birch Cottage Dormitory	2016	Insufficient clearance between grade and wood stair stringers and posts; evaluate and repair.
85850	EW0-328 Elkwallow Storage	2013	Roof framing rotted throughout: replace framing and sheathing.
85850	EW0-328 Elkwallow Storage	2013	Trim board at N elevation rotted: replace.
85850	EW0-328 Elkwallow Storage	2013	Siding board at S elevation cracked: replace.
85850	EW0-328 Elkwallow Storage	2013	1x10 baseboard trim rotted at N and S elevations: replace.
85850	EW0-328 Elkwallow Storage	2013	Board and plywood siding rotted at W elevation: dutchman/replace.
85850	EW0-328 Elkwallow Storage	2013	Garbage storage door hardware detached, door in contact with grade: rehabilitate.
85850	EW0-328 Elkwallow Storage	2015	Concrete slab cracked in garbage storage (floor obscured, unable to determine extent): patch.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Deteriorated roof assembly at SE corner, rotted sheathing at NE corner; replace.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Rotted 2x4 rafter at SE corner CA RM 2 due to leaking roof; replace
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Missing area of siding adjacent to door, S elevation; replace.

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85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Loose, missing putty at N & W elevation windows, caulk used in lieu of putty at E elevation window; replace.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Damaged and rotted wood post base at S elevation, both 4x4 posts; dutchman repair.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Exposed nails through plywood soffit at E elevation; refasten.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2013	Missing elbow at S elevation RWL; replace.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2015	Missing backer rod and sealant at E elevation, joint between existing slab and addition; replace.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2015	Cracked slab at floor in CA RM 3; patch.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2016	Missing hardware at door; install.
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	2016	Rotted plywood at base of wall, SE corner CA RM 2; replace.
85849	EW0-394 Elkwallow Portico Connector	2013	Loose and rotting fascia boards at W elevation; replace.
85849	EW0-394 Elkwallow Portico Connector	2013	Roof slope too low for proper drainage: replace roofing and add tapered insulation
Elkwallow Wayside			
85852	EW0-014 Elkwallow Wayside	2013	Split horizontal wood siding boards at S elevation at base of concrete terrace; replace.
85852	EW0-014 Elkwallow Wayside	2013	Failed sealant joint between wood siding and stone foundation wall at N elevation; replace.
85852	EW0-014 Elkwallow Wayside	2013	Rotting board and batten boards, S elevation and East bay of N elevation; replace rotted area with dutchman repair.
85852	EW0-014 Elkwallow Wayside	2013	Cracked and missing putty at N elevation fixed window and W elevation fixed clerestory window; replace and refinish to match adjacent.
85852	EW0-014 Elkwallow Wayside	2013	Inoperable window hardware; CA RM 3 & 4B; repair and/or replace.
85852	EW0-014 Elkwallow Wayside	2013	Failed sealant joint between board and batten siding and horizontal wood trim N, E, & S Elevations; rout out base of board and batten siding and add backer rod and sealant.
85852	EW0-014 Elkwallow Wayside	2013	Split vertical board and batten siding boards at S elevation; repair.
85852	EW0-014 Elkwallow Wayside	2013	Rotting horizontal wood sill at N elevation and S elevation concrete mechanical pad due to insufficient clearance between concrete slab and sill; evaluate and repair.
85852	EW0-014 Elkwallow Wayside	2013	Bio-growth over mortar joints at S elevation chimney; clean.
85852	EW0-014 Elkwallow Wayside	2013	Rotted wood at interior of fixed window CA RM 5, E corner and base of double hung windows at CA RM 4; dutchman repair.
85852	EW0-014 Elkwallow Wayside	2013	Doors do not seal when closed, Paired entry doors at N elevation, south door at W elevation, and Terrace door at S elevation; rehang and install weatherstripping.
85852	EW0-014 Elkwallow Wayside	2013	Insufficient clearance from wood base at wall to concrete slab at N elevation; evaluate and repair.
85852	EW0-014 Elkwallow Wayside	2014	Replace Air conditioner, window unit (projected end of useful life)
85852	EW0-014 Elkwallow Wayside	2014	Replace Branch circuit panelboard (projected end of useful life)
85852	EW0-014 Elkwallow Wayside	2014	Cracked concrete slab at S elevation entrance ramp/terrace; repair.
85852	EW0-014 Elkwallow Wayside	2015	Raised area of slab on-grade in front of food service counter, CA RM 4; remove tiles and grind down concrete, replace tiles to match adjacent.

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85852	EW0-014 Elkwallow Wayside	2015	Missing backer rod and sealant at joint between concrete terrace and stone foundation wall/wood siding; install.
85852	EW0-014 Elkwallow Wayside	2015	Cracked slab from leaking water heater, closet at CA RM 2; patch.
85852	EW0-014 Elkwallow Wayside	2016	Gap at edge of horizontal chamfered ceiling boards and vertical siding around perimeter of CA RM 4; fill with matching material.
85852	EW0-014 Elkwallow Wayside	2016	Cracked gypboard with exposed holes from previous lighting fixtures; patch and refinish.
85852	EW0-014 Elkwallow Wayside	2016	Cracked, spalling hearthstones at fireplace CA RM 5; point cracks.
85852	EW0-014 Elkwallow Wayside	2016	Cracked mortar joints at fireplace surround; repoint.
85852	EW0-014 Elkwallow Wayside	2016	Missing wood baseboard trim at W side of entrance CA RM 4A; replace.
85852	EW0-014 Elkwallow Wayside	2016	Rotted paneling due to leaks from attic at CA RM 5, N & S elevations; replace in kind.
85852	EW0-014 Elkwallow Wayside	2016	Rotted wood baseboard at CA RM 5, N elevation; replace in kind.
85852	EW0-014 Elkwallow Wayside	2016	Rotting and stained wood at head of opening between CA RM 4 & 5 and 4 and 4A & 4B due to leaking roof; replace in kind.
85852	EW0-014 Elkwallow Wayside	2016	Sloped and raised threshold between CA RM 3 & 4 is tripping hazard, two sections of floor framing do not meet at same level; replace with code compliant sloped surface.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	4x8 porch posts rotting at base: replace.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	CMU eroded at base of NW corner: replace.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	Window screen deformed at N elevation: replace.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	Cracked mortar joints at S elevation: repoint.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	RWL missing elbow and splashblock: install.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	Splashblock misaligned: reposition.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2013	Shingles deformed at NW corner: replace.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2015	Cracks in concrete slab at entrance: patch.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2015	Asphalt at N elevation buckled, slopes to foundation: replace.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2016	Grout joints cracked, detached at door thresholds and in Men's Room: replace.
85851	EW0-377 Elkwallow Comfort Station at Wayside	2016	Cracked tiles in Men's Room: replace.
Loft Mountain			
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Plywood roof sheathing is dryrotted due to asphalt roll roofing failure, poor roof constr design (CA RM 11, Garbage/Maint): replace plywd sheathing, coordinate with roofing component replacement work and wall component repairs
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Wood sill trim at 6x8 truss post deteriorated (E elev): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Earth-wood contact at base of wall, dryrot in wood framing, wall construction is poorly constructed (CA RM 11, Garbage/Maint): replace wall framing and wood siding including "fence doors", coordinate with roof constr repairs, recommend improved visual/con

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85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Wood 2x6 framing girt is bent/damaged (CA RM 10, Wood Storage, NW corner): replace girt
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Window latch is missing (CA RM 3, men's restroom/shower): replace latch
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Cracked wood sill at louver (N elev): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Ext wood door casing deteriorated at base of casing ea side (CA RM 7, Ware Rm): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Dry rot condition at base of 6x8 post on E elev (CA RM 5, Campstore): provide dutchman repair
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Displaced CMU-cracks at E elev (at CA RM 5, Campstore): evaluate and repair
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	CMU walls are damaged at base of wall, previous repair is failing (E elev, CA RM 4, Covered Passage): evaluate and repair CMU
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Horiz. wd lapped siding is loose @ S Elev, at high roof: reattach
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Deteriorated section of wood fascia at SE corner: provide dutchman repair
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Ponding water at asphalt built-up roofing (Roof above CA RM 4, Covered Passage & CA RM 2, Laundry): provide sloped insulation to improve slope to existing roof drains, coordinate with roof covering component renewal work.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Damaged wood fascia at N elev (high roof): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Cracked section of wood fascia (W elev): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2013	Damaged RWL (S & W elev): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2014	Ext conc floor has subsided, resulting in tripping hazards at adjacent walking surfaces at entrance to Campstore and ext steps E elev (CA RM 4, Covered Passage): remove conc slab, replace with conc slab to align w/ adjacent walkway/steps
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2014	Repair inoperative receptacle at sales counter in Camp Store CA5
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2015	Cracks in conc slab on grade (CA RM 4, Covered Passage): seal cracks
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2015	Crack in concrete floor (CA RM 7, Ware Room): seal cracks.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2015	Replace missing thermostat covers in Womens CA1, Wareroom CA7
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2015	Replace damaged piping and ductwork insulation in Utility Room CA6
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Int door veneer facing is delaminating (CA RM 7, Ware Rm): repair veneer at base of door.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Missing wood trim piece (CA RM 1, women's restroom/shower): provide wood trim.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Rotted 1x4 wood trim under window in CA RM 1 (women's restroom/shower): replace trim.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Deteriorated 1x wood base (CA RM 6, Utility): replace.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Deteriorated wallboard (CA RM 6, utility room S & W walls): replace.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Deteriorated GWB (CA RM 6, Utility): replace.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Deteriorated GWB (CA RM 1, Womens): replace.

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85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	FRP is cracked at panels around door (CA RM 3, Mens): replace damaged panels.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Gypboard walls are badly deteriorated (CA RM 9, Compressor Rm): replace.
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Damaged VCT flooring (CA RM 5, Campstore, NW corner): replace
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	2016	Gypboard ceiling is deteriorated, moldy (CA RM 9, Compressor Rm): replace Gypboard, paint
85869	LM0-351 Loft Mountain Employee Dormitory	2013	Dryrot at wood window sill [N elev.]: replace sill
85869	LM0-351 Loft Mountain Employee Dormitory	2013	Window screen 48x28" is damaged (CA RM 2 & 7, Units 4 and 2): replace screens.
85869	LM0-351 Loft Mountain Employee Dormitory	2013	Step crack in exterior CMU wall [CA RM 1, Dining/Kitchen/Lounge]: repair
85869	LM0-351 Loft Mountain Employee Dormitory	2013	Window is nailed shut/painted shut (CA RM 1, Dining/Kitchen/Lounge): rehabilitate to easily operable condition
85869	LM0-351 Loft Mountain Employee Dormitory	2013	Window hardware is difficult to operate (CA RM 3, Unit 3); rehabilitate to easily operable condition
85869	LM0-351 Loft Mountain Employee Dormitory	2016	Crack at CMU partitions (CA RMs 6, 5, 8, 11): fill crack.
85869	LM0-351 Loft Mountain Employee Dormitory	2016	Veneer face of int door is delaminating (CA RM 6, Bathroom Unit 2): repair.
85869	LM0-351 Loft Mountain Employee Dormitory	2016	Int door is unpainted (CA RM 2, Bathroom Unit 4): paint door.
85869	LM0-351 Loft Mountain Employee Dormitory	2016	Plywood soffit/housing for winterizing piping drainage is loose (CA RM 9, Bathroom Unit 1): reattach and repaint.
85869	LM0-351 Loft Mountain Employee Dormitory	2016	Veneer face of int door has a hole in face (CA RM 5, Bathroom Unit 6): replace door.
Loft Mountain Wayside			
85871	LM0-378 Loft Mountain Wayside	2013	Cracks/rot at post bases [E elev.]: replace
85871	LM0-378 Loft Mountain Wayside	2013	Deteriorated 1x wood trim (W elev): replace
85871	LM0-378 Loft Mountain Wayside	2013	Cracked and rotten wood battens and trim, and knot holes in siding [N elev.]: Replace damaged matl, securely attach siding to framing
85871	LM0-378 Loft Mountain Wayside	2013	Bottom of wood door is rotted (W elev; CA RM 1C, storage): replace bottom of door (3 SF).
85871	LM0-378 Loft Mountain Wayside	2013	Rusted metal window sashes [W elev; CA RM 3D, Womens; CA RM 3B, Mens, 16 SF]: remove rust, prepare and recoat window
85871	LM0-378 Loft Mountain Wayside	2013	Unpainted section of fascia barge board (W elev, Central area): refinish fascia
85871	LM0-378 Loft Mountain Wayside	2013	1x wood trim at gutter is deteriorated (S elev, E end): replace
85871	LM0-378 Loft Mountain Wayside	2013	Gutter is not properly sloped to drain towards RWL, and is mishapen (W elev, N end): replace gutter, slope to drain
85871	LM0-378 Loft Mountain Wayside	2013	Cracks and rotten wood fascia board [W elev. and E elev.]: replace damaged material
85871	LM0-378 Loft Mountain Wayside	2013	CMU retaining wall is shifting and displacement has occurred (W elev, CA RM 8, exterior stair): rebuild retaining wall.
85871	LM0-378 Loft Mountain Wayside	2013	CMU retaining wall has water seepage and bio-growth at base of wall (W elev, CA RM 8, exterior stair): remove bio-growth, investigate source of water seepage and correct component
85871	LM0-378 Loft Mountain Wayside	2015	Steel posts are buried in soil that has eroded above posts (S elev, ext deck): remove soil from stl posts, coordinate with decking repair work

FMSS Code	Asset Description	Year	Work Description
85871	LM0-378 Loft Mountain Wayside	2016	Cracks in CMU wall mortar joints [CA RM 12, Restroom]: repoint.
85871	LM0-378 Loft Mountain Wayside	2016	Steel posts supporting joists are badly rusted where buried in conc post base, conc post bases are spalling and cracking (S elev, ext deck, 7 tota): replace steel posts and provide conc footing with elevated post base, coordinate with decking repair work
85871	LM0-378 Loft Mountain Wayside	2016	Broken conc tread at ext stair (W elev, CA RM 8, exterior stair to basement): repair
85871	LM0-378 Loft Mountain Wayside	2016	Door locksets missing (CA RM 9, Mechanical; CA RM 10, Storage): provide new locksets.
85871	LM0-378 Loft Mountain Wayside	2016	Paint finish on CMU walls is failing/bubbling at various locations that are retaining earth (CA RM 9, Mechanical; CA RM 10, Storage): remove areas of failing paint and recoat, coordinate with investigation of water infiltration.
85871	LM0-378 Loft Mountain Wayside	2016	Textured gypboard ceiling finish is failing around light fixtures (CA RM 2, Gift Shop): repair
85871	LM0-378 Loft Mountain Wayside	2016	Textured gypboard ceiling finish is failing (CA RM 7, Office; CA RM 4a, Employee Break Rm): repair
85871	LM0-378 Loft Mountain Wayside	2016	Urinal screen is badly rusted (CA RM 3B, Mens): replace partition.
85871	LM0-378 Loft Mountain Wayside	2016	Toilet partitions are badly rusted (CA RMS 3B & 3D): replace.
85871	LM0-378 Loft Mountain Wayside	2016	Rubber base is torn (CA RM 1B, hall): replace
85871	LM0-378 Loft Mountain Wayside	2016	Non-skid strips are worn (CA RM 4, Kitchen at rear door): replace.
85871	LM0-378 Loft Mountain Wayside	2016	Carpet in public restroom is absorptive and non-compliant surface (CA RM 12, Restroom/Shower 1st flr): Remove carpet, recoat floor paint finish.
85866	LM0-391 Loft Mountain Wayside Garbage Storage	2013	Dryrotted 2x6 roof rafters and plywood sheathing (S elev): replace dryrotted members, coordinate with roof covering component renewal.
85866	LM0-391 Loft Mountain Wayside Garbage Storage	2013	Replace rotten trim @ northwest corner of cornice
85866	LM0-391 Loft Mountain Wayside Garbage Storage	2013	Spalling CMU wall on (S elev): repair
85866	LM0-391 Loft Mountain Wayside Garbage Storage	2013	CMU have cracks in mortar joints (SE corner, int): repoint
Lewis Mountain Campstore			
85872	LS0-275 Lewis Mountain Campstore	2013	Replace Wood door, screen (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	2013	Wood lap siding is cracked, rotted, or missing (N, E elev); replace siding
85872	LS0-275 Lewis Mountain Campstore	2013	Wood corner trim boards (2-1x6) are dryrotted/cracked (N, E elev): replace trim boards
85872	LS0-275 Lewis Mountain Campstore	2013	Earth-wood contact at base of ext wall, deteriorated siding (E, W, N, S elev): replace siding, provide clearance to grade at siding
85872	LS0-275 Lewis Mountain Campstore	2013	Window putty missing/deteriorated at 50% or less of window sash (S elev; CA RM 7, Bedroom, 2 windows total): replace window putty. paint.
85872	LS0-275 Lewis Mountain Campstore	2013	Ext 2x4 door trim is dryrotted/damaged (E elev): replace door trim
85872	LS0-275 Lewis Mountain Campstore	2013	Wood sill is rotted at ext door (CA RM 11, S elev porch; CA RM 7, E elev porch): replace wood sill
85872	LS0-275 Lewis Mountain Campstore	2013	Wood siding has biological growth (N, E elev): clean siding
85872	LS0-275 Lewis Mountain Campstore	2013	Sealant is missing/damaged at junction between wood siding and stone paving (CA RM 9, Entry Porch): provide backer rod and sealant.

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85872	LS0-275 Lewis Mountain Campstore	2013	Wood window screen is rotted/damaged at 25% or less of frame (N, S, W elev; CA RM 5, Mens, 4 total): repair damaged component, rehabilitate existing screen unit to operable condition.
85872	LS0-275 Lewis Mountain Campstore	2013	Window painted shut or operates poorly, including hardware (CA RM 1, Shower/Toilet; CA RM 3, Kitchen; CA RM 6, Womens, CA RM 7, Bedroom): rehabilitate to operable condition.
85872	LS0-275 Lewis Mountain Campstore	2013	Wood window sash is cracked/dryrotted in 25% or less of component (CA RM 3, Kitchen; CA RM 4, Store; CA RM 5, Mens; CA RM 7, Bedroom): repair damaged sash and rehabilitate entire sash to operable condition.
85872	LS0-275 Lewis Mountain Campstore	2013	Wd ext door fits poorly (N elev): rehabilitate to operable cond.
85872	LS0-275 Lewis Mountain Campstore	2013	Portion of wood plank door is dryrotted at base of door (CA RM 8, Bathroom): provide dutchman repair to base of door (2 SF).
85872	LS0-275 Lewis Mountain Campstore	2015	Stone foundations have mortar loss at N elev: repoint masonry
85872	LS0-275 Lewis Mountain Campstore	2016	2x porch framing is dryrotted (CA RM 11, S elev porch): replace decking and framing, slope away from bldg.
85872	LS0-275 Lewis Mountain Campstore	2016	Wood posts at railing bearing on conc pier are rotting (CA RM 11, S elev porch): replace 4x4 post
85872	LS0-275 Lewis Mountain Campstore	2016	Stone paving is missing mortar/loose paving stones (CA RM 9, Entry Porch): reset loose stone paving (5% of area), repoint mortar joints.
85872	LS0-275 Lewis Mountain Campstore	2016	Gyp bd wall has rusting nails, unpainted (CA RM 2, Laundry): repair wall, paint.
85872	LS0-275 Lewis Mountain Campstore	2016	Wood ceiling paneling is dryrotted (CA RM 3, Kitchen): provide dutchman repair.
85872	LS0-275 Lewis Mountain Campstore	2016	Wood quarter round trim at ceiling is damaged (CA RM 3): provide dutchman repair.
85872	LS0-275 Lewis Mountain Campstore	2016	Int door strike missing (CA RM 6, Womens): replace hardware.
85872	LS0-275 Lewis Mountain Campstore	2016	Stone fireplace face has crack at mortar joint that carries through arched opening (CA RM 4, Store): shore arch, repoint stone masonry.
85872	LS0-275 Lewis Mountain Campstore	2016	Wood 1x baseboard is rotted/damaged (CA RM 1, Shower/Toilet; CA RM 6, Womens): replace baseboard.
85872	LS0-275 Lewis Mountain Campstore	2016	Oak strip flooring is water damaged/rotted (CA RM 4, Store): replace damaged flooring.
85872	LS0-275 Lewis Mountain Campstore	2016	Oak strip flooring is water damaged (CA RM 7, Bedroom; CA RM 8, Bathroom): replace damaged flooring.
85872	LS0-275 Lewis Mountain Campstore	2016	Wood qtr round floor shoe trim is damaged/dryrotted (CA RM 6, Womens): replace wood trim
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Replace Wood door, screen, historic (projected end of useful life)
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Replace Ext paint/stain (projected end of useful life)
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Rotted wood trim at W elevation windows: replace bottom 6" with Dutchman repair.
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Rotted rafters at exposed ends due to failed roofing at patio roof: repair rafters, coordinate with roof replacement.
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Charred rafter at porch light: repair.
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Rotting/Holes in trim at base of doors CA RM 1 & 3: dutchman repair of lower 3 feet of exterior trim.
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Deteriorated wood at base of doors to CA RM 1 & 3 due to paint failure (6 sf): repaint and refinish.
85873	LS0-276 Lewis Mountain Cottage 1A	2013	Insufficient clearance between grade and wood siding at perimeter of building: evaluate and repair.

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85873	LS0-276 Lewis Mountain Cottage 1A	2015	Foundation settlement under porch at SW corner stone pier: shim to provide bearing.
85873	LS0-276 Lewis Mountain Cottage 1A	2015	Cracked mortar at piers underneath porch CA RM 7: repoint.
85873	LS0-276 Lewis Mountain Cottage 1A	2015	Insufficient clearance between grade and wood stair stringers and posts (6 SF): evaluate and repair.
85873	LS0-276 Lewis Mountain Cottage 1A	2016	Split tread at porch stair CA RM 5: replace.
85873	LS0-276 Lewis Mountain Cottage 1A	2016	Bathroom door to CA RM 3 does not close completely: adjust.
85873	LS0-276 Lewis Mountain Cottage 1A	2016	Hole in wood siding at East wall below heater, CA RM 1: patch.
85873	LS0-276 Lewis Mountain Cottage 1A	2016	Split and bowed fiberboard underneath sink in CA RM 2: replace & increase ventilation.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Rotted and cracked boards at eaves: replace.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Rotted, molded, cracked, broken clapboard at N & S: replace.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Replace Ext paint/stain (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Win hardware (pull) missing at CA RM 1: replace.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Rotted bottom sash of upper & lower at CA RM 3: replace.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Failed putty in 2 windows: replace.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Deteriorated door bottom at CA RM 1: replace.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Rotted and loose at base rail at entry doors: replace (6 LF).
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Inadequate slope at north porch room, leading to damage of adjacent wall: slope roof to drain away from bldg, coordinate with roof replacement.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Open areas between stone piers at S elevation (at porches): infill opening to crawl space w/ lapped wood siding to match adjacent.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Non-operable bathroom window (CA RM 2): repair to operable condition.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Bio growth lifts shakes up at end, retains moisture: clean.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Insufficient clearance between grade and wood siding at perimeter of building: evaluate and repair.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Loose post at stair at CA RM 8: reattach.
85874	LS0-277 Lewis Mountain Cottage 2B	2013	Loose railings at CA RM 6: reattach.
85874	LS0-277 Lewis Mountain Cottage 2B	2015	Cracked mortar at piers underneath porch CA RM 6: repoint.
85874	LS0-277 Lewis Mountain Cottage 2B	2015	Displaced stone, cracked joints at porch stone piers: rebuild.
85874	LS0-277 Lewis Mountain Cottage 2B	2015	Inadequate clearance to grade at wood stair stringers: evaluate and repair.
85874	LS0-277 Lewis Mountain Cottage 2B	2016	Leaking hose at rear porch leading to sill rot: replace sill.
85874	LS0-277 Lewis Mountain Cottage 2B	2016	Floor framing settlement due to rot at NW corner (insufficient clearance): regrade and replace rotted framing.
85874	LS0-277 Lewis Mountain Cottage 2B	2016	Rotted jamb at bathroom door to CA RM 1: dutchman repair.
85874	LS0-277 Lewis Mountain Cottage 2B	2016	Cracked V-boards at CA RM 3, S elevation: patch.
85874	LS0-277 Lewis Mountain Cottage 2B	2016	Warped fiberboard, bathroom, CA RM 2: fasten edges.
85874	LS0-277 Lewis Mountain Cottage 2B	2016	Rotting boards at CA RM 3 near door: replace.
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Replace Wood door, screen (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Deteriorated siding boards due to rot at S elevation: replace.
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Dry rot at exterior door trim, entries to CA RMs 1 and 3: replace (5) LF.
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Dry-rot at wood window sills on S elevation: replace.
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Cracked/ loose putty, multiple window locations: replace.
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Wood-framed awning window and screen at bathroom, CA RM 2 doesn't fully close : rework sash/frame to allow proper closure.
85875	LS0-278 Lewis Mountain Cottage 3C	2013	Loose rail at stair: reattach.
85875	LS0-278 Lewis Mountain Cottage 3C	2015	Displaced stone, cracked joints at porch piers; rebuild.
85875	LS0-278 Lewis Mountain Cottage 3C	2015	Insufficient clearance between grade and floor joists: excavate to provide clearance under floor joists entire building area.

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85875	LS0-278 Lewis Mountain Cottage 3C	2015	Insufficient clearance between grade and wood stringer: evaluate and repair.
85875	LS0-278 Lewis Mountain Cottage 3C	2016	Water damage behind shower head and lavatory, warped, bowed and rotted: replace board.
85875	LS0-278 Lewis Mountain Cottage 3C	2016	Rotting hardwood floor boards near entry doors: replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Rot at all bases of wood posts: replace posts or use metal plate base connection.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Broken, rotted wood siding boards at N: replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Deteriorated window trim board, eastern-most window on S elevation: replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	1 broken window mullion, CA RM 6: repair/replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Broken top rail at window, bathroom CA RM 5: replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Biogrowth at base of W & S walls: clean.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Windows stile/rail separating at base, bathroom CA RM 2: repair.
85876	LS0-279 Lewis Mountain Cottage 4D	2013	Failed putty at bathroom casement window, N elevation: reputty.
85876	LS0-279 Lewis Mountain Cottage 4D	2014	Replace worn out weatherproof light switch at the stair to porch CA10
85876	LS0-279 Lewis Mountain Cottage 4D	2015	Soil erosion at foundations on N & E elevations (26 LF): infill w/ earth or gravel.
85876	LS0-279 Lewis Mountain Cottage 4D	2016	Rotted wood baseboard at bathroom, CA RM 5: replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2016	Rotted wood floor boards near entry doors, CA RMs 1 & 6: replace.
85876	LS0-279 Lewis Mountain Cottage 4D	2016	Failed caulk joints at shower, CA RM 5: replace.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Deteriorated wood board at bottom of wall, SE corner: replace.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Broken sash cord at window, CA RM1, W elevation: replace.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Missing window hardware, CA RM 2: replace.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Broken window putty, CA RM 2: replace.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Damage on the wall siding-where former stair existed, N elevation: repair.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Broken glazing, CA RM 6, E elevation: reglaze.
85877	LS0-280 Lewis Mountain Cottage 5E	2013	Weak top and bottom rails, CA Rm 2: reglue/repair.
85877	LS0-280 Lewis Mountain Cottage 5E	2015	Soil erosion at foundations on N elevation (32 LF): infill w/ earth or gravel.
85877	LS0-280 Lewis Mountain Cottage 5E	2016	Open joint between wall/shower enclosure: caulk perimeter of enclosure.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	Severely weathered boards at N elevation: replace.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	Severe cracks in siding at W elevation: replace.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	Door trim rotted at base of door trim, W elevation: replace.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	Severe cracks at E elevation siding: consolidate or replace.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	CA RM 5, W window bottom rail and joint damage: ply patch at joint, repair/replace bottom rail.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	CA RM 6 door threshold damage: replace.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	Softwood boards at N elevation: consolidate, patch.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	Soft wood boards at W elevation: consolidate, patch.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	CA RM 5 and CA RM 1 E windows, bottom rails of top sash damaged: glue and clamp.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	CA RM 2 (bathroom) window is not operable: remove metal brackets, repair bottom rail, refurbish.

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85878	LS0-282 Lewis Mountain Chestnut Cottage F	2013	CA RM 1 exterior door glazing seal broken: seal, refinish.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2014	Replace Flooring, resilient (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2015	Settlement cracks, N elevation: repair.
85878	LS0-282 Lewis Mountain Chestnut Cottage F	2015	Thru-block crack at SW corner:repair.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	Cracked, deteriorated, weathered boards throughout the building wood siding and window trims: replace.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	CA RM 1 window pull missing: replace.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	Knot hole in historic wood siding at E elevation: patch w/ copper/tin.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	Cracked, deteriorated wood boards throughout the building wood siding: repair.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	CA RM 6, E window, top and bottom rail damage: clamp and glue. CA RM 6, S window, bottom rail and sash damage: clamp and glue.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	Broken seal at door glazing at CA RM 1: repair the seal.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2013	Biological growth on wood shingle roofing: clean. Water leak at NE corner of the CE RM 6: evaluate and repair.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2015	Cracks in CMU at N elevation and NE corner: repoint.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2016	Spongy floor, moisture and swelling damage, curling at bathtub: remove and replace subfloor and resilient flooring.
85879	LS0-283 Lewis Mountain Spruce Cottage G	2016	Accessible door lever (escutcheon) (between CA RM 6 & 4) missing: replace.
90981	LS0-392 Lewis Mountain Camping Shelter	2013	Dryrot at bottom trim board at W elev: replace.
90981	LS0-392 Lewis Mountain Camping Shelter	2013	Deteriorated 1x3 bd trim at screen windows: replace.
90981	LS0-392 Lewis Mountain Camping Shelter	2013	Dryrot at base of 4x4 wood posts: repair.
90981	LS0-392 Lewis Mountain Camping Shelter	2013	2 non-operable sliding screen panels: repair to operable conditions.
90981	LS0-392 Lewis Mountain Camping Shelter	2015	Earth is washed out around BBQ pit: fill to support.
90980	LS0-398 Lewis Mountain Cookout Shelter	2013	Wood is no longer in contact w/ conc slab, metal angles don't hold the wood posts properly and dirt gets under, causes wood to rot: redesign.
90980	LS0-398 Lewis Mountain Cookout Shelter	2013	Rusted metal angles at post bases: remove corrosion & paint.
90980	LS0-398 Lewis Mountain Cookout Shelter	2015	Crack in conc slab: repair.
90978	LS0-399 Lewis Mountain Cookout Shelter	2013	Wood is no longer in contact w/ conc slab, metal angles don't hold the wood posts properly and dirt gets under, causes wood to rot: redesign.
90978	LS0-399 Lewis Mountain Cookout Shelter	2013	Rusted metal angles at post bases: remove corrosion & paint.
90977	LS0-400 Lewis Mountain Cookout Shelter	2013	Wood is no longer in contact w/ conc slab, metal angles don't hold the wood posts properly and dirt gets under, causes wood to rot: redesign.
90977	LS0-400 Lewis Mountain Cookout Shelter	2013	Rusted metal angles at post bases: remove corrosion & paint.
Skyland			
85838	SK0-021 Skyland Dormitory B	2013	Siding and trim at N, S, E elevations rotting due to earth-wood contact: replace wood and regrade.
85838	SK0-021 Skyland Dormitory B	2013	Loose/warped battens at W elevation: fasten/replace.
85838	SK0-021 Skyland Dormitory B	2013	E elevation porch posts rotting at base (4 total): dutchman repair, install U-strap column anchorage.
85838	SK0-021 Skyland Dormitory B	2013	Patches in board and batten siding at W elevation have exposed edges: install perimeter sealant joints.
85838	SK0-021 Skyland Dormitory B	2013	Horizontal lap siding boards split at W elevation: fill/repair.
85838	SK0-021 Skyland Dormitory B	2013	Windows throughout do not operate smoothly, some components missing/damaged: rehabilitate all.

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85838	SK0-021 Skyland Dormitory B	2013	Rainwater leaders drain to foundation: redirect, install splashblocks.
85838	SK0-021 Skyland Dormitory B	2013	Foundation and grade at N elevation wet by roof runoff: install gutter and downspouts.
85838	SK0-021 Skyland Dormitory B	2013	Window screens at S and E elevations rotted (2 total): replace.
85838	SK0-021 Skyland Dormitory B	2013	Window putty loose/missing throughout: replace.
85838	SK0-021 Skyland Dormitory B	2013	Gutters deformed and inadequately sloped at S and E elevations: rehang/replace.
85838	SK0-021 Skyland Dormitory B	2015	CMU piers failing/settling below RMs CA 8, 14, and 21 (4 total): replace with CIP conc. pier at main floor girder.
85838	SK0-021 Skyland Dormitory B	2015	4x wood beam is bearing on grade at S elevation: replace dryrotted material w/ concrete or CMU.
85838	SK0-021 Skyland Dormitory B	2015	E elevation porch concrete step broken, displaced: replace.
85838	SK0-021 Skyland Dormitory B	2015	Stone masonry foundation at N elev cracked: evaluate and repair.
85838	SK0-021 Skyland Dormitory B	2015	CMU infill at N elevation W end bulging, settling: reconstruct.
85838	SK0-021 Skyland Dormitory B	2015	CMU blocks below W elevation porch posts shifting, settling (2 total): install concrete footings.
85838	SK0-021 Skyland Dormitory B	2015	Insufficient clearance between bottom step and grade at W elevation porch: install concrete bottom step.
85838	SK0-021 Skyland Dormitory B	2016	Wood subfloor and 2x joist in contact with grade, rotting, below RM CA 17 (6 LF): clear soil and reinforce joist.
85838	SK0-021 Skyland Dormitory B	2016	Interior door locks inoperable: repair to operable.
85838	SK0-021 Skyland Dormitory B	2016	Fiberboard and batten ceiling sagging: secure to ceiling rafters.
85838	SK0-021 Skyland Dormitory B	2016	Vinyl flooring in poor condition at CA RMs 1, 17: replace.
85839	SK0-022 Skyland Dormitory A	2013	Horizontal siding boards rotted at E, W elevations: replace.
85839	SK0-022 Skyland Dormitory A	2013	Vertical siding boards rotted/split at N, S, W elevations: replace.
85839	SK0-022 Skyland Dormitory A	2013	Earth-wood contact at siding/trim at N, S, E elevations: replace rotted material.
85839	SK0-022 Skyland Dormitory A	2013	Horizontal siding boards split at N elevation: repair.
85839	SK0-022 Skyland Dormitory A	2013	Loose battens at W elevation (3): fasten.
85839	SK0-022 Skyland Dormitory A	2013	Patches in vertical siding at W elevation project from wall surface: install sealant at top.
85839	SK0-022 Skyland Dormitory A	2013	Window putty cracked/missing throughout: replace.
85839	SK0-022 Skyland Dormitory A	2013	Window drip edge broken at N elevations: replace.
85839	SK0-022 Skyland Dormitory A	2015	S elevation 4x beam is bearing on grade: shore, demo wall, add CMU stemwall on concrete footings, replace rotted sill
85839	SK0-022 Skyland Dormitory A	2015	Stone masonry foundation mortar cracked, failing at N, E, W elevations: repoint.
85839	SK0-022 Skyland Dormitory A	2015	Stone masonry foundation at NE corner displaced, W elevation foundation failing: rebuild.
85839	SK0-022 Skyland Dormitory A	2016	Wood subfloor and 2x joist (6 LF) rotted at CA RM 15: repair/replace.
85839	SK0-022 Skyland Dormitory A	2016	Door jamb damaged in CA RM 19: repair.
85839	SK0-022 Skyland Dormitory A	2016	Ceiling stained, sagging in CA RM 7: investigate roof leak and replace damaged ceiling.
85844	SK0-023 Skyland Dormitory C	2013	Dry rot at 6x6 wood post (8 ft L., 2 locations) @ W. Elev.: replace post, provide elevated post base at existing conc slab.
85844	SK0-023 Skyland Dormitory C	2013	Dry rot at roof sheathing @ S. Elev.: replace eave board
85844	SK0-023 Skyland Dormitory C	2013	At W porch, 3x6 roof rafter ends are dryrotted: replace with sistered framing.
85844	SK0-023 Skyland Dormitory C	2013	At W porch, 1x sheathing is dryrotted: replace.
85844	SK0-023 Skyland Dormitory C	2013	Wood siding inadequate clearance to grade: replace siding, remove earth-wood contact.
85844	SK0-023 Skyland Dormitory C	2013	Missing glazing compound, S & W elev: replace putty and paint.

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85844	SK0-023 Skyland Dormitory C	2013	Double 2x4 posts lack positive connection to stone steps @ E. Elev.: provide elevated post base at existing masonry.
85844	SK0-023 Skyland Dormitory C	2013	Dry rot at 2x4 rafter tail @ S. Elev.: remove damaged rafter tail, sister new rafter onto existing rafter.
85844	SK0-023 Skyland Dormitory C	2013	No weatherproof exterior cladding @ W. Elev: provide weather barrier and horiz siding in keeping with (E) material.
85844	SK0-023 Skyland Dormitory C	2013	Wood siding split: seal crack at siding.
85844	SK0-023 Skyland Dormitory C	2013	Wood double hung windows operate poorly, some missing minor components (sash cords, hardware): refurbish windows.
85844	SK0-023 Skyland Dormitory C	2013	Railing at W porch is dryrotted: replace.
85844	SK0-023 Skyland Dormitory C	2015	Earth has washed-out from area adjacent to E masonry porch: provide compacted gravel/earth backfill at porch, feather into existing grade.
85844	SK0-023 Skyland Dormitory C	2015	Cracked conc slab at W porch: apply sealant.
85844	SK0-023 Skyland Dormitory C	2015	Foundation vents infilled with CMU at stone foundation: remove CMU from selective openings, install vents
85844	SK0-023 Skyland Dormitory C	2016	Cracked mortar at stone veneer stair landing and steps @ E. Elev.: repoint masonry.
85844	SK0-023 Skyland Dormitory C	2016	Sagging plywood ceiling finish (CA RM. 9): reattach.
85844	SK0-023 Skyland Dormitory C	2016	Wood flooring buckling/damaged beneath sink in CA RM 1: replace flooring, ensure that water leak in sink is corrected.
85844	SK0-023 Skyland Dormitory C	2016	Insufficient clearance beneath floor joists: grade/remove earth material (crawlpace).
85949	SK0-026 Skyland Stable	2013	Replace rotten and deteriorated beams/rafters/joists in stalls 2, 3 & 5.
85949	SK0-026 Skyland Stable	2013	Deteriorated 4x6 sill beams (CA RM 1, 2): replace.
85949	SK0-026 Skyland Stable	2013	Dryrot at 1x8 siding at N + W elev: replace siding.
85949	SK0-026 Skyland Stable	2013	Dryrot at base of siding at N elev: replace 1x6 siding.
85949	SK0-026 Skyland Stable	2013	Gutters not sloped to drain, low point at CA RM 1: repair to slope to NW corner.
85949	SK0-026 Skyland Stable	2013	Earth is in contact with bldg at E elev: lower grade at bldg, ensure positive drainage away from bldg.
85949	SK0-026 Skyland Stable	2016	Missing/damaged top or bot rail at plank door with 1x6x frame and "X" bracing ea side (CA RM 1, 3, 4): replace.
85949	SK0-026 Skyland Stable	2016	Dryrot/damage 1x wood boards at CA RM 1, 3, 5, 7: replace.
90949	SK0-027 Skyland Stables	2013	Deterioration at bottom end of exterior boards of West elevation: Cut off deteriorated area, bottom 4 ft, and replace with similar material.
90949	SK0-027 Skyland Stables	2013	Dryrotted double stud at CA RM 1, 7, 8: replace.
90949	SK0-027 Skyland Stables	2013	Missing board siding at SE corner near roofline: replace
90949	SK0-027 Skyland Stables	2013	Damaged or missing 4x6 mud sill CA RM 1, 3, 4, 5, 8: replace.
90949	SK0-027 Skyland Stables	2013	Damaged 1x8 board siding @ E, N elev: replace
90949	SK0-027 Skyland Stables	2013	Damaged or missing 2x4 horiz framing CA RM 1, 4, 5, 8: replace.
90949	SK0-027 Skyland Stables	2013	Board siding of walls are broken and gapping: replace siding, re nail where existing to remain.
90949	SK0-027 Skyland Stables	2013	Missing rail 1x6 trim at door CA RM 2, 6: replace.
90949	SK0-027 Skyland Stables	2013	Damaged hook/eye @ CA RM 2, 6: replace.
90949	SK0-027 Skyland Stables	2013	Badly damaged/deteriorated bottom dutch door CA RM 6: replace.
90949	SK0-027 Skyland Stables	2013	Upper portion of West exterior wall is warped at top of wall, board siding is loose and/or hanging: Cut boards down at roofline and re nail.
90949	SK0-027 Skyland Stables	2013	Gutter at East elevation does not drain, low point not at downspout: rehang gutter to drain to downspout.
90949	SK0-027 Skyland Stables	2013	Downspout elbow at base of DS is directed against bldg base, W elev (NW and SW corner): Provide DS extensions.

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90949	SK0-027 Skyland Stables	2013	Lack of gutter at W elev causes watersplash to base of bldg, deterioration of siding: provide gutter and downspouts (2 @ 10LF).
90949	SK0-027 Skyland Stables	2015	Soil erosion at SE corner of bldg (10 SF): provide base rock and earth backfill
90949	SK0-027 Skyland Stables	2016	Damaged 2x4 horiz rail at CA RM 2, 3, 4, 6, 7, 8: replace.
90949	SK0-027 Skyland Stables	2016	Missing door stop in stall CA RM 1, 3, : replace.
85956	SK0-029 Skyland Dining Room	2013	2x vert trim is split/deteriorated (N elev, W end 2nd floor): replace trim.
85956	SK0-029 Skyland Dining Room	2013	Wood lap siding is warped or rotten at exterior (N, S, E, W Elev): replace siding.
85956	SK0-029 Skyland Dining Room	2013	2x wood trim is deteriorated (E elev, Loading Dock; S elev SE corner), 14 LF: replace trim.
85956	SK0-029 Skyland Dining Room	2013	Copper flashing at base of wall has failed (S elev, near entrance to Employee Breakroom): replace flashing.
85956	SK0-029 Skyland Dining Room	2013	Window sash lock rusting (CA RM 26): replace
85956	SK0-029 Skyland Dining Room	2013	Window pane is cracked (CA RM 10, Kitchen-3rd window from West; CA RM 31, Mens): replace pane
85956	SK0-029 Skyland Dining Room	2013	Cracked window glass (CA RM 13, Employee Dining): replace
85956	SK0-029 Skyland Dining Room	2013	Fixed wood frame glazing has cracked and loose mullions (E elev, S end at CA RM 14, Dining/Bar): replace/reattach mullions.
85956	SK0-029 Skyland Dining Room	2013	Fixed wood frame glazing has failed pane seals at dual glass (E elev, S end at CA RM 14, Dining/Bar; S elev at Gift shop, 80 SF total): replace glazing.
85956	SK0-029 Skyland Dining Room	2013	Window mullions and sill are rotted (S elev, at Lobby): replace.
85956	SK0-029 Skyland Dining Room	2013	Sealant between window components and wall material has failed (S elev, Lobby; S elev, Gift Shop): remove and replace sealant.
85956	SK0-029 Skyland Dining Room	2013	Center post between windows is rotted (CA RM 15, Gift Shop): replace
85956	SK0-029 Skyland Dining Room	2013	At int side of ext wood door sidelight panels, wood trim is deteriorated (CA RM 12, Bar): replace.
85956	SK0-029 Skyland Dining Room	2013	Wood ext glazing stops are rotted/failing (S elev, Gift Shop; W elev, Dining): replace.
85956	SK0-029 Skyland Dining Room	2013	Window flashing at head/sill does not have a vertical drip to shield water infiltration (S elev, Gift Shop; W elev, Gift Shop): replace with weathertight flashing.
85956	SK0-029 Skyland Dining Room	2013	Window putty is failing (S elev, at SW entrance windows): replace.
85956	SK0-029 Skyland Dining Room	2013	Screen doors missing (N elev, 1st flr at CA RM 25, 30): replace screen door
85956	SK0-029 Skyland Dining Room	2013	Corroded door closer (S elev, N end): replace
85956	SK0-029 Skyland Dining Room	2013	Door closers are corroded (S elev, E end): replace
85956	SK0-029 Skyland Dining Room	2013	Door hinges are corroded (S elev, E end; W elev, S end): replace hinges
85956	SK0-029 Skyland Dining Room	2013	Door closer is corroded (E elev, N end): replace
85956	SK0-029 Skyland Dining Room	2013	Door closer is corroded (W elev, S end): replace
85956	SK0-029 Skyland Dining Room	2013	Door glazing putty is missing at glazed door (N elev E end): replace putty
85956	SK0-029 Skyland Dining Room	2013	Door threshold is cracked (CA RM 30, 1st flr Employee Quarters 4): replace threshold
85956	SK0-029 Skyland Dining Room	2013	Corroded steel lintel at stone masonry wall (N elev, west end 1st flr entryway; S elev, W end 2nd flr at Lobby): remove rust, repaint

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85956	SK0-029 Skyland Dining Room	2013	CMU wall is displaced with cracks in mortar joints (N elev, W end 1st flr entryway): patch cracked CMU and mortar joints
85956	SK0-029 Skyland Dining Room	2013	CMU wall units are cracked (N elev, E end 1st floor): patch cracked CMU
85956	SK0-029 Skyland Dining Room	2013	Joints between lap siding and vertical trim lack sealant at W elev: provide sealant.
85956	SK0-029 Skyland Dining Room	2013	Sealant at wood siding horiz joints between boards retains moisture and is not beneficial (W elev): remove sealant.
85956	SK0-029 Skyland Dining Room	2013	Wood lap siding is detaching from wall framing at exterior (S elev): fasten siding.
85956	SK0-029 Skyland Dining Room	2013	Wood lap siding is split, cracked, or has open knot holes at exterior (E, S elev), 135 LF total: seal openings in siding.
85956	SK0-029 Skyland Dining Room	2013	Wood 1x trim is loose (N elev, Dining Room window wall), 35 LF: reattach loose trim.
85956	SK0-029 Skyland Dining Room	2013	Aluminum Window is racked (W elev at Dining Room): remove and reset window unit.
85956	SK0-029 Skyland Dining Room	2013	Window units operate poorly, missing minor hardware (CA RM 25, 26a, Employee Quarters; CA RM 10 Kitchen; CA RM 13, Break Rm; CA RM 12, Bar): rehabilitate and make window operable.
85956	SK0-029 Skyland Dining Room	2013	Window units missing 25% or less window putty, difficult to operate (N elev): reputty and make window operable.
85956	SK0-029 Skyland Dining Room	2013	1x wood trim at windows is detaching (W elev, Dining Rm): reattach trim.
85956	SK0-029 Skyland Dining Room	2013	Dryrot at int window trim, 1x wood center trim detaching (CA RM 21, Office): repair.
85956	SK0-029 Skyland Dining Room	2013	Aluminum window screen missing at (2) upper windows (CA RM 21, Office): provide window screen.
85956	SK0-029 Skyland Dining Room	2013	Doors fit poorly in opening (E elev, S end; W elev, N end): rehang doors ensure proper seal in frame
85956	SK0-029 Skyland Dining Room	2013	Doors fit poorly in opening (S elev, W end): needs to be rehung
85956	SK0-029 Skyland Dining Room	2013	Door do not fit historic opening (S elev, E end): Rehang doors
85956	SK0-029 Skyland Dining Room	2013	Door frame is dryrotted (CA RM 44, Condensor/Elec Rm; CA RM 17, Lobby): provide dutchman repair (6 SF).
85956	SK0-029 Skyland Dining Room	2013	Perimeter joint between wood siding and 2x4 trim has gap (S elev): provide sealant at joint
85956	SK0-029 Skyland Dining Room	2014	Replace Recirculating pump (projected end of useful life)
85956	SK0-029 Skyland Dining Room	2014	Replace Recirculating pump (projected end of useful life)
85956	SK0-029 Skyland Dining Room	2014	Replace Exhaust fan - general (projected end of useful life)
85956	SK0-029 Skyland Dining Room	2014	Replace Exhaust fan - general (projected end of useful life)
85956	SK0-029 Skyland Dining Room	2014	There is a gap between ext stair landing/walkway and the foundation (S elev): provide backer rod and sealant.
85956	SK0-029 Skyland Dining Room	2014	AC paving has subsided adjacent conc walkway, tripping hazard (S elev, at Employee Dining Rm): provide AC paving, feather into existing.
85956	SK0-029 Skyland Dining Room	2015	Conc slab badly cracked at ext walkway to 1st flr(E elev): replace portion of conc slab
85956	SK0-029 Skyland Dining Room	2015	Condensate line from freezer unit above this space required the addition of a sheet metal "gutter" to collect condensate to drain to a drain pan on floor (CA RM 51, Storage, 1st flr): replace 4 I.F of corroded sleeve. add (2) drain outlets. direct to ext.
85956	SK0-029 Skyland Dining Room	2015	Replace inoperable bathroom exhaust fans at Lobby restrooms CA19, CA20
85956	SK0-029 Skyland Dining Room	2015	Stone retaining wall has missing stones, cracked mortar joints, efflorescence and bio growth (N elev, W end, 270 SF): repair, repoint, and clean masonrv

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85956	SK0-029 Skyland Dining Room	2015	Conc retaining wall is cracked (E elev, at Lower walkway to 1st floor): seal joints
85956	SK0-029 Skyland Dining Room	2015	CMU retaining wall has crack through unit (S elev, landing for Employee Dining): repair
85956	SK0-029 Skyland Dining Room	2015	Mortar joints at stone cladding below window wall are failing (West elev, N end at Dining Room): repoint masonry.
85956	SK0-029 Skyland Dining Room	2015	CMU foundation for Chimney is cracked at several locations (CA RM 33, Storage 1st flr): repair cracks.
85956	SK0-029 Skyland Dining Room	2015	CMU walls are cracked at three locations (CA RM 36, Sprinkler Rm 1st flr): repair cracks
85956	SK0-029 Skyland Dining Room	2015	Soil washout at earth backfill (E elev, stairs at loading dock): install 18" d. earth/gravel backfill, compact
85956	SK0-029 Skyland Dining Room	2015	Stone wall supporting stone patio at vending machines/Dining Rm has failed mortar joints (W elev): repoint masonry.
85956	SK0-029 Skyland Dining Room	2015	Concrete slab has jacking concrete, exposed reinforcing steel (E elev, underside of Loading Dock stair): patch concrete and paint deck.
85956	SK0-029 Skyland Dining Room	2015	Conc slab cracked at ext stair landing/walkway (S elev, 20 SF): seal crack.
85956	SK0-029 Skyland Dining Room	2015	Conc slab is spalling (W elev): patch conc floor.
85956	SK0-029 Skyland Dining Room	2015	Conc slab painted floor finish has failed (CA RM 51/51a, Storage 1st flr): prepare and refinish.
85956	SK0-029 Skyland Dining Room	2015	Cracked conc slab (CA RM 35, Janitor): seal crack.
85956	SK0-029 Skyland Dining Room	2015	Conc slab has cracks at ext walkway to 1st flr(E elev): seal crack
85956	SK0-029 Skyland Dining Room	2015	Asphalt paving is deteriorated (lower ext walkway to 1st flr): repair asphalt paving
85956	SK0-029 Skyland Dining Room	2016	Fixed glass at interior wall has failed dual glass seal (at Lobby to Dining/Bar wall): replace glazing.
85956	SK0-029 Skyland Dining Room	2016	Door stop missing (CA RM 20, Restroom): replace.
85956	SK0-029 Skyland Dining Room	2016	Door is sagging, missing wd panel (CA RM 44, Condensor/Elec Rm): replace.
85956	SK0-029 Skyland Dining Room	2016	Wood 1x6 door trim broken (CA RM 14, Dining/Bar): replace
85956	SK0-029 Skyland Dining Room	2016	Plastic laminate counter trim is delaminating (CA Rm 10, Kitchen): replace.
85956	SK0-029 Skyland Dining Room	2016	Stone fireplace does not draft properly (CA RM 17, Lobby): evaluate and repair.
85956	SK0-029 Skyland Dining Room	2016	Rubber tread nosing is broken (CA RM 18, 2nd flr stair): replace
85956	SK0-029 Skyland Dining Room	2016	Exposed cabinet base is deteriorated (CA RM 37, Womens): provide ceramic tile base to replace rotted wood.
85956	SK0-029 Skyland Dining Room	2016	Wood/screen partitions have torn screen material (CA RM 7, Hall): replace screen.
85956	SK0-029 Skyland Dining Room	2016	Split 1x trim at columns (CA RM 22A, arcade at ext SW corner): Replace trim.
85956	SK0-029 Skyland Dining Room	2016	Wood 1x6 baseboard at back bar is warped due to water damage (CA RM 12, Bar): replace board.
85956	SK0-029 Skyland Dining Room	2016	Wood 1x baseboard is damaged (CA RM 12, Bar): replace.
85956	SK0-029 Skyland Dining Room	2016	Cracked 4x4 wall tile (CA RM 31, Mens): replace.
85956	SK0-029 Skyland Dining Room	2016	6x6 Tiles cracked (CA RM 11, Hall; CA RM 10, Kitchen): replace.
85956	SK0-029 Skyland Dining Room	2016	2x2 Tiles cracked (CA RM 20, Restroom): replace
85956	SK0-029 Skyland Dining Room	2016	Rubber base is missing (CA RM 46, Womens; CA RM 47, Mens): replace.
85956	SK0-029 Skyland Dining Room	2016	Acoustical tiles are damaged (CA RM 10, Kitchen): replace
85956	SK0-029 Skyland Dining Room	2016	Gyp bd damaged (CA RM 11, Hall): replace.

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85956	SK0-029 Skyland Dining Room	2016	Acoustical ceiling tile and grid is rusting and water damaged (CA RM 30, Employee Quarters): replace.
85956	SK0-029 Skyland Dining Room	2016	Acoustical ceiling tile and grid is rusting and water damaged (CA RM 40, Employee Quarters): replace.
85956	SK0-029 Skyland Dining Room	2016	Damaged/missing ceiling plaster (CA RM 36, Sprinkler Rm): replace ceiling finish.
85956	SK0-029 Skyland Dining Room	2016	Deteriorated/missing ceiling plaster (CA RM 37, Boiler Rm): replace.
85956	SK0-029 Skyland Dining Room	2016	Concrete curb is cracked/jacking at stair railing post (E elev, Loading Dock stair): repair concrete curb at stair post connection
85956	SK0-029 Skyland Dining Room	2016	Corrosion at steel post base at railing (CA RM 31, Loading Dock): Repair steel handrail
85956	SK0-029 Skyland Dining Room	2016	Cracked porch conc slab (N elev, NW corner 1st floor entryway): patch cracks
85956	SK0-029 Skyland Dining Room	2016	Damaged wood door jambs where meets the tile (CA RM 34/37, Womens 1st flr): provide protective base at door jamb base
85956	SK0-029 Skyland Dining Room	2016	Door missing (CA Rm 30, Employee Quarters): provide door and hardware.
85956	SK0-029 Skyland Dining Room	2016	Door does not latch (CA RM 33, Storage): adjust hardware
85956	SK0-029 Skyland Dining Room	2016	Toilet partition doors are racked (CA RM 37, Womens at 1st flr): adjust to operate easily.
85956	SK0-029 Skyland Dining Room	2016	Corrosion at steel toilet partitions at base (CA RM 47/49, Womens, Mens): remove rust, refinish partition base.
85956	SK0-029 Skyland Dining Room	2016	Riser boards have deteriorated transparent finish (CA RM 16, Dining Room, west stair): refinish riser bd.s
85956	SK0-029 Skyland Dining Room	2016	Non-skid stair treads are fouled with grime, slipping hazard (CA RM 45, SE int stair): clean
85956	SK0-029 Skyland Dining Room	2016	Gyp bd damaged (CA RM 7, hall; Rm 9, hall): repair.
85956	SK0-029 Skyland Dining Room	2016	Vinyl wall covering is peeling (CA RM 17, Lobby): re-paper E wall above wainscot.
85956	SK0-029 Skyland Dining Room	2016	Inadequately painted surface (CA RM 30, Gift Shop Stock Rm, Doors and Walls): prepare and paint.
85956	SK0-029 Skyland Dining Room	2016	Plywood paneling is detached from wall (CA RM 38, Stair at 1st flr): reattach paneling.
85956	SK0-029 Skyland Dining Room	2016	Stone paving at ext walkways has failed mortar joints (W elev): repoint masonry.
85956	SK0-029 Skyland Dining Room	2016	Gyp bd finish is failing (CA RM 32, Hall 1st flr): repair finish.
85956	SK0-029 Skyland Dining Room	2016	Gyp bd finish is failing possibly due to water leak from Kitchen above (CA RM 47, Womens at 1st flr): repair finish.
85956	SK0-029 Skyland Dining Room	2016	Gyp bd finish has large crack above shower (CA RM 27, Bathroom): repair finish.
85956	SK0-029 Skyland Dining Room	2016	4x wood guardrail 42" h. has loose and failing joints and anchorage (W elev, patio): repair existing guardrail, strengthen joints and attachment to retaining wall.
85956	SK0-029 Skyland Dining Room	2016	32x40" screened access door penetrates CMU wall, exposing wood floor framing in crawlspace to fire hazard (CA RM 37, Boiler Rm): Provide fire-rated metal access door in existing opening.
85956	SK0-029 Skyland Dining Room	2016	Wood handrail is slightly loose (CA RM 16, Dining Room, west stair): securely attach guardrail/handrail to floor
85956	SK0-029 Skyland Dining Room	2016	Wood railings are loose (CA RM 18/38, Stair): strengthen attachment at bracket
85954	SK0-030 Skyland Office/Registration Building	2013	2x exposed T&G roof sheathing was replaced, but not stained/sealed (N elev): prepare, stain and reseal exposed sheathing.

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85954	SK0-030 Skyland Office/Registration Building	2013	Deteriorated 1x5 wood louver blades below fixed glass windows (W, E elev), 20 LF: replace deteriorated louver blades.
85954	SK0-030 Skyland Office/Registration Building	2013	Deteriorated 3x6 window sill mullion at fixed glass windows (N, W elev): replace sill.
85954	SK0-030 Skyland Office/Registration Building	2013	Deteriorated 4x6 window vertical mullion at fixed glass window (W elev): replace mullion.
85954	SK0-030 Skyland Office/Registration Building	2013	Deteriorated 1x2 wood stop (W, N, E elev): replace
85954	SK0-030 Skyland Office/Registration Building	2013	Metal frame window screen missing (CA RM 4, Office): replace.
85954	SK0-030 Skyland Office/Registration Building	2013	Damaged screen material in screen door (CA RM 1, Lounge; E elev): replace screen
85954	SK0-030 Skyland Office/Registration Building	2013	Deteriorated 1x fascia (N, W, S elev): replace
85954	SK0-030 Skyland Office/Registration Building	2013	Copper sheet metal flashing at chimney/roof is failing (Roof): replace flashing at stone chimney
85954	SK0-030 Skyland Office/Registration Building	2013	Corrosion at base of steel pipe columns at walkway (S elev): remove rust, repair base of columns and repaint.
85954	SK0-030 Skyland Office/Registration Building	2013	CMU walls are cracking at mortar joints (E elev): evaluate and repair
85954	SK0-030 Skyland Office/Registration Building	2013	Grade along N elev collects water against bldg ext wall, leading to saturation of CMU wall and paint failure at wall: correct grading against wall to permit water drainage away from bldg
85954	SK0-030 Skyland Office/Registration Building	2013	CMU wall face shell is eroded (E elev, at ext stair treads): evaluate and repair CMU
85954	SK0-030 Skyland Office/Registration Building	2013	Stone Chimney above roof has cracked mortar joints (Roof): repoint stone masonry chimney
85954	SK0-030 Skyland Office/Registration Building	2013	Parge coping at top of Chimney above roof is cracked and failing (Roof): provide new parge coping at top of chimney
85954	SK0-030 Skyland Office/Registration Building	2013	Ventilation louvers at fixed glass units are difficult to operate (CA RM 1, Lounge): repair to easily operable condition
85954	SK0-030 Skyland Office/Registration Building	2013	Latch at ventilation louvers at fixed glass unit is broken/missing components (CA RM 1, Lounge): provide new latch
85954	SK0-030 Skyland Office/Registration Building	2013	Paint has failed, leading to deterioration of 3x6 wood sill at fixed glass window (E elev, 30 LF): Scrape peeling paint, apply wood preservative, repaint.
85954	SK0-030 Skyland Office/Registration Building	2013	Door panel bead or glazing stop is loose (W elev): reattach to door
85954	SK0-030 Skyland Office/Registration Building	2013	Door panel bead or glazing stop is missing (W elev): provide panel bead or glazing stop
85954	SK0-030 Skyland Office/Registration Building	2013	Door sidelight paint finish is failing at exterior leading to deterioration of sidelight (S elev): prepare and paint door sidelights
85954	SK0-030 Skyland Office/Registration Building	2013	Door sidelight panel bead is loose (S elev): reattach to sidelight
85954	SK0-030 Skyland Office/Registration Building	2013	Single ply membrane substrate is soft, roof ponding at surface of roof (Roof): evaluate and repair roof substrate and slope in conjunction with roofing membrane component renewal work
85954	SK0-030 Skyland Office/Registration Building	2013	Broken 2x3 wood rails at walkway railing (S elev): replace broken components
85954	SK0-030 Skyland Office/Registration Building	2015	Conc floor has crack (CA RM 7, Mechanical): seal crack
85954	SK0-030 Skyland Office/Registration Building	2015	Ext conc slab at walkway has crack in surface (W elev): seal crack
85954	SK0-030 Skyland Office/Registration Building	2016	Hardwood flooring and int steps are marred and discolored (CA RM 1, Lounge): refinish flooring and steps.

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85954	SK0-030 Skyland Office/Registration Building	2016	Cement board wall and ceiling finish lacks taped joints at corners and seams to ensure a fire-rated assembly (CA RM 7, Mechanical): tape all joints.
85840	SK0-031 Skyland Dormitory G	2013	CMU units have mortar joint loss at SW corner: repair mortar joint.
85840	SK0-031 Skyland Dormitory G	2013	Gutters are mis-shapen and damaged at N & S Elevations: repair.
85840	SK0-031 Skyland Dormitory G	2013	Downspouts lack splash blocks, causing soil erosion and CMU damage: provide splash blocks.
85840	SK0-031 Skyland Dormitory G	2014	AC paving to units is uneven and hazardous: provide 4" d. AC paving at existing path locations, feather into existing paths to remain at parking lot.
85840	SK0-031 Skyland Dormitory G	2015	Exterior conc pads at entry doors have settled to slope towards building and have a step greater than 7-inches at door: remove existing conc slab on grade, raise level of landings at doors to 1-inch max height.
85840	SK0-031 Skyland Dormitory G	2015	Grade of walkways will need to be raised to conform to recommended raised height of entry conc pads: provide gravel/earth backfill to raise grade to meet height of new conc entry pad.
85840	SK0-031 Skyland Dormitory G	2016	Replace Int paint/stain (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	2013	Wood siding has rot (CM RM 1, CA RM 25): replace siding.
85952	SK0-100 Skyland Stony Man Lodging	2013	Awning window hardware broken(CA RM 4, 8): replace hardware.
85952	SK0-100 Skyland Stony Man Lodging	2013	Plywood temporary infill at window opening in Boiler Room CA RM 13: replace 39"x 57" operable wood window unit.
85952	SK0-100 Skyland Stony Man Lodging	2013	Broken screen doors in Vending Machine CA RM 14: replace.
85952	SK0-100 Skyland Stony Man Lodging	2013	Detached mortar joints, failing sealant at stone facing for chimney flues: repoint.
85952	SK0-100 Skyland Stony Man Lodging	2013	Awning windows in lodging rooms operate poorly throughout: refurbish and make easily operable
85952	SK0-100 Skyland Stony Man Lodging	2013	Damaged window in CA RM 22: repair.
85952	SK0-100 Skyland Stony Man Lodging	2013	Missing lockset at CA RM 14 Vending Machine foyer: provide lockset.
85952	SK0-100 Skyland Stony Man Lodging	2013	Door at CA RM 18 (adj CA RM 25) is sticking: repair.
85952	SK0-100 Skyland Stony Man Lodging	2014	Landing at stair adjacent CA RM 1 is cracked and pulling away from bldg: demo and replace concrete pad.
85952	SK0-100 Skyland Stony Man Lodging	2015	CMU piers are out of plumb, cracked, twisted, or damaged at base (4 each): replace.
85952	SK0-100 Skyland Stony Man Lodging	2015	Minor cracking of CMU walls mortar joints @ E +W elev: repoint masonry.
85952	SK0-100 Skyland Stony Man Lodging	2015	Cracking and displacement of CMU walls @ NE corner: evaluate and repair.
85952	SK0-100 Skyland Stony Man Lodging	2015	Cracked concrete landing at CA RM 29 : patch.
85952	SK0-100 Skyland Stony Man Lodging	2015	Conc landing at CA RM 30 is raised relative to asphalt paved path, tripping hazard : provide asphalt paving topping to correct hazard.
85952	SK0-100 Skyland Stony Man Lodging	2016	Bottom wood tread at CA RM 28 is split, too narrow: replace.
85952	SK0-100 Skyland Stony Man Lodging	2016	Porch 4x beam not bearing on pier, currently shimmed: repair post/beam connection
85952	SK0-100 Skyland Stony Man Lodging	2016	CMU support at deck stair upper landing damaged, front porch east units: repair.
85952	SK0-100 Skyland Stony Man Lodging	2016	Cracks in gyp bd fin CA RM 22: repair.
85952	SK0-100 Skyland Stony Man Lodging	2016	Cracks in gyp bd ceiling (CA RM 15, 18, 22): repair.
85952	SK0-100 Skyland Stony Man Lodging	2016	Damaged plaster at Boiler Room ceiling, CA RM 13: patch.
85951	SK0-101 Skyland Whiteoak Lodging	2013	Siding missing at W elev, rotting at E elev: replace 30 board feet.

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85951	SK0-101 Skyland Whiteoak Lodging	2013	metal awning windows in poor operating condition at CA RM24 (SE corner, 3 total): replace.
85951	SK0-101 Skyland Whiteoak Lodging	2013	window sill rotting at S elev: replace.
85951	SK0-101 Skyland Whiteoak Lodging	2013	Boiler room door delaminating: replace exterior wood paneled door.
85951	SK0-101 Skyland Whiteoak Lodging	2013	Screen door at CA RM 6 does not close, hinges broken: replace.
85951	SK0-101 Skyland Whiteoak Lodging	2013	Fascia board rotting: replace, paint
85951	SK0-101 Skyland Whiteoak Lodging	2013	CMU mortar cracking at chimney top courses: stabilize and repoint.
85951	SK0-101 Skyland Whiteoak Lodging	2013	CMU cracking, spalling at chimneys: patch 8 LF.
85951	SK0-101 Skyland Whiteoak Lodging	2014	Leaking valve in boiler room: repair.
85951	SK0-101 Skyland Whiteoak Lodging	2015	Cracked slab at concrete stair landing, W elev: replace.
85951	SK0-101 Skyland Whiteoak Lodging	2015	Spalled concrete landings at stairs CA RMS 29 and 30: replace.
85951	SK0-101 Skyland Whiteoak Lodging	2015	Cracks at CMU foundation, NE two locations: stabilize, repoint.
85951	SK0-101 Skyland Whiteoak Lodging	2016	Stair header rotted (CA RM 28, S elev) : replace.
85951	SK0-101 Skyland Whiteoak Lodging	2016	6x6 post at stair CA RM28 (S elev) rotted, split: replace
85951	SK0-101 Skyland Whiteoak Lodging	2016	Door to CA RM 7 has broken jamb, missing stop: replace jamb.
85951	SK0-101 Skyland Whiteoak Lodging	2016	Cracked mortar joint at W elevation pier: repoint.
85951	SK0-101 Skyland Whiteoak Lodging	2016	Broken stone at CA RM 21 hearth: patch.
85951	SK0-101 Skyland Whiteoak Lodging	2016	Gyp. board tape detaching in CA RMS 4 and 5: re-tape and paint.
85951	SK0-101 Skyland Whiteoak Lodging	2016	Efflorescence and spalling at plaster boiler room ceiling: patch.
85957	SK0-102 Skyland Winchester Lodging	2013	Cracked/split boards at S elevation entrance porches CA RM 16 & 21; replace.
85957	SK0-102 Skyland Winchester Lodging	2013	Inoperable hardware at CA RM 2, 7, 14 & 15; replace.
85957	SK0-102 Skyland Winchester Lodging	2013	Broken sash at CA RM 5; replace.
85957	SK0-102 Skyland Winchester Lodging	2013	Rotting plywood panel and frame adjacent to door CA RM 1, 6, 10 & 15; replace.
85957	SK0-102 Skyland Winchester Lodging	2013	Broken screens at doors in CA RM 9 &10; replace screen doors.
85957	SK0-102 Skyland Winchester Lodging	2013	Missing weatherstripping at head of door at S elevation to CA RM 16; replace.
85957	SK0-102 Skyland Winchester Lodging	2013	Failing stone retaining wall at E elevation north side; repair mortar and replace missing stones. STRUCTURAL CONSULTATION RECOMMENDED.
85957	SK0-102 Skyland Winchester Lodging	2013	Split horizontal wood siding boards at S elevation between Units 190 & 192; repair.
85957	SK0-102 Skyland Winchester Lodging	2013	Hole in CMU block at base of wall, E elevation; patch.
85957	SK0-102 Skyland Winchester Lodging	2013	Cracked mortar at stone facing at two chimneys on roof; repoint.5
85957	SK0-102 Skyland Winchester Lodging	2013	Insufficient clearance to grade at 6x6 wood posts at porches CA RM 16, 18, 21 & 22; provide elevated concrete pier footings.
85957	SK0-102 Skyland Winchester Lodging	2015	Cracked/displaced CMU at S elevation east corner in lower mechanical room; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85957	SK0-102 Skyland Winchester Lodging	2016	Displaced concrete pad at base of porch CA RM 18 stair; replace.
85957	SK0-102 Skyland Winchester Lodging	2016	Failed coating at CMU surround at fireplace in CA RM 9; prepare and refinish.
85957	SK0-102 Skyland Winchester Lodging	2016	Buckling vinyl sheet floor CA RM 14; remove and replace all plywood subflooring and vinyl finish flooring in room.
85957	SK0-102 Skyland Winchester Lodging	2016	Displaced 6x6 wood post at SE corner; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.

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85957	SK0-102 Skyland Winchester Lodging	2016	Insufficient clearance between grade and wood stair CA RM 16, 18, 21 & 22; evaluate and repair.
85958	SK0-103 Skyland Hazeltop Lodging	2013	Window glass 30"x48" is missing (plywod at opening), boiler room: replace
85958	SK0-103 Skyland Hazeltop Lodging	2013	Window screen broken (CA RM 2): replace
85958	SK0-103 Skyland Hazeltop Lodging	2013	Casement window hardware functions poorly (CA RM 2, 6, 12, 13, 14, 18): replace
85958	SK0-103 Skyland Hazeltop Lodging	2013	Window screen (24"x15") is damaged at window vent below fixed window unit W elev (CA RM 23, 24): replace window screen.
85958	SK0-103 Skyland Hazeltop Lodging	2013	Damaged screen at wood screen door (W elev): replace screen
85958	SK0-103 Skyland Hazeltop Lodging	2013	Ventilation screen at door is broken (CA RM 18): replace
85958	SK0-103 Skyland Hazeltop Lodging	2013	Damaged thumb turn latch at door hardware (CA RM 1, 13, 18); replace thumb turn
85958	SK0-103 Skyland Hazeltop Lodging	2013	Weatherstripping cracked (CA RM 18): replace
85958	SK0-103 Skyland Hazeltop Lodging	2013	Wood door trim damaged (CA RM 18): replace
85958	SK0-103 Skyland Hazeltop Lodging	2013	RWL does not slope to drain/damaged (W elev CA RM 23, 25): replace section of RWL from gutter to vert. RWL
85958	SK0-103 Skyland Hazeltop Lodging	2013	Step flashing at CMU wall to single ply roofing is failing, exposing roofing membrane (above CA RM 6/7): replace step flashing, repair membrane that turns up the wall
85958	SK0-103 Skyland Hazeltop Lodging	2013	Cracks at CMU wall at N elev: repair
85958	SK0-103 Skyland Hazeltop Lodging	2013	CMU spall (CA RM 21); repair
85958	SK0-103 Skyland Hazeltop Lodging	2013	RWL drains directly against CMU, causing deterioration to the CMU (below CA RM 21, 23, 25): provide RWL with extension 4 ft from building with a splash block at grade
85958	SK0-103 Skyland Hazeltop Lodging	2013	RWL discharges too high above grade, resulting in excessive water splash (E elev): provide extension and elbow at RWL (3 LF). splashblock.
85958	SK0-103 Skyland Hazeltop Lodging	2013	Damaged/misshapened copper gutters, some gutters do not slope properly at gutter returns (E&W elev): repair existing gutters, reslope as required to drain
85958	SK0-103 Skyland Hazeltop Lodging	2014	Replace Overhead electrical service (projected end of useful life)
85958	SK0-103 Skyland Hazeltop Lodging	2014	Inoperative closet light jamb switch in CA RM 13: repair.
85958	SK0-103 Skyland Hazeltop Lodging	2015	Temporary wood post (no footing, out of plumb): replace with 8' h. CMU pier at SW corner of deck (below CA RM 25)
85958	SK0-103 Skyland Hazeltop Lodging	2015	Damage to CMU at footing, due to downspout drainage at CMU (below CA RM 21, 23): replace/repair CMU where damaged, coordinate with roof drainage repairs
85958	SK0-103 Skyland Hazeltop Lodging	2015	Cracks at CMU wall, at SE corner, and at W elev (below CA RM 24): repair cracks in CMU
85958	SK0-103 Skyland Hazeltop Lodging	2015	CMU pier out of plumb, N elev, below CA RM 21, 23 (2 each): remove and reconstruct pier, coordinate with roof drainage repairs
85958	SK0-103 Skyland Hazeltop Lodging	2015	No apparent footings at 2 posts (below CA RM 26): Install conc pier and post base
85958	SK0-103 Skyland Hazeltop Lodging	2015	Crack at exterior concrete slab at entry slab to CA RM 28: seal crack
85958	SK0-103 Skyland Hazeltop Lodging	2016	Vinyl sheet flooring is rippling/loosing adhesion (CA RM 10, 17): replace flooring.
85958	SK0-103 Skyland Hazeltop Lodging	2016	Deteriorated paint finish (CA RM 5, 8, 11, 14, 17): prepare and paint
85958	SK0-103 Skyland Hazeltop Lodging	2016	Deteriorated paint finish (CA RM 5, 8): prepare and paint.
85827	SK0-104 Skyland New Market Lodging	2013	No sealant joint at lap siding at porch deck (CA RM27), N end of E wall, balcony window at CMU (CA RM21): install.

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85827	SK0-104 Skyland New Market Lodging	2013	Cracked CMU joints at east end of north wall and at north porch (CA RM27): repoint.
85827	SK0-104 Skyland New Market Lodging	2013	CMU spalled, failed repair at NE corner and at N porch (CA RM27): patch.
85827	SK0-104 Skyland New Market Lodging	2013	Chimney cap uncoated: paint.
85827	SK0-104 Skyland New Market Lodging	2013	basement window corroded: remove rust and paint.
85827	SK0-104 Skyland New Market Lodging	2013	windows difficult to close (RMS CA 1, 5, 7, 12, 13, 18): repair to fully operable.
85827	SK0-104 Skyland New Market Lodging	2013	gap at bottom of window frame and wall (all 9 awning windows): install sealant.
85827	SK0-104 Skyland New Market Lodging	2013	Cracked frame in CA RM 6: repair.
85827	SK0-104 Skyland New Market Lodging	2013	Chimney flashing upper sealant joint failed: install.
85827	SK0-104 Skyland New Market Lodging	2013	RWL draining to foundations at W elev: redirect.
85827	SK0-104 Skyland New Market Lodging	2013	cracked glazing putty at utility room windows: replace.
85827	SK0-104 Skyland New Market Lodging	2015	Cracks in replaced slab in utility rooms (related to continued settling at NW corner): evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85827	SK0-104 Skyland New Market Lodging	2015	CMU piers out of plumb, 7 EA @ 5LF: reconstruct and anchor to deck framing.
85827	SK0-104 Skyland New Market Lodging	2015	Foundations and deck piers undermined by drainage of RWL: regrade, reroute RWL
85827	SK0-104 Skyland New Market Lodging	2015	Building settling at NW corner, causing cracks at CMU: evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85827	SK0-104 Skyland New Market Lodging	2016	Rotting at balcony deck sill: replace.
85827	SK0-104 Skyland New Market Lodging	2016	crack in concrete deck of N porch (CA RM27): patch.
85827	SK0-104 Skyland New Market Lodging	2016	CMU hairline cracking at E partition wall: repoint.
85827	SK0-104 Skyland New Market Lodging	2016	Plaster missing at ceiling of boiler room: patch
85827	SK0-104 Skyland New Market Lodging	2016	Hollow core wood doors delaminating at CA RMS 2 and 5: replace.
85827	SK0-104 Skyland New Market Lodging	2016	Stair stringers and posts in contact with dirt at E porches (CA RMS 29 and 31): evaluate and repair.
85833	SK0-105 Skyland Birmingham Lodging	2013	Rotted eave 2x sheathing boards above porch CA RM 30; replace in-kind and stain to match adjacent.
85833	SK0-105 Skyland Birmingham Lodging	2013	Split wood siding boards at E elev between Units 116 & 119; evaluate and repair.
85833	SK0-105 Skyland Birmingham Lodging	2013	Loose wood siding at W elev CA RM 24; reattach.
85833	SK0-105 Skyland Birmingham Lodging	2013	Rotted wood sills, E elev at CA RM 1 & 6; replace.
85833	SK0-105 Skyland Birmingham Lodging	2013	Rotted bottom rail of awning windows, E elev at CA RM 1 & 6; replace.
85833	SK0-105 Skyland Birmingham Lodging	2013	Missing knob at louver under fixed window in CA 19; replace.
85833	SK0-105 Skyland Birmingham Lodging	2014	Loose receptacle in bedroom CA6: repair.
85833	SK0-105 Skyland Birmingham Lodging	2015	Spalling CMU at SE corner of CA RM 31, broken CMU at SE corner of CA RM 12; replace.
85833	SK0-105 Skyland Birmingham Lodging	2015	Cracked CMU pier at W elev, second pier from North; evaluate and repair.
85833	SK0-105 Skyland Birmingham Lodging	2016	Rotted wood treads at stairs CA RM 29, 30 & 32 (7 Total Treads); replace.
85833	SK0-105 Skyland Birmingham Lodging	2016	Delaminated wood door at closet CA RM 9; replace.
85833	SK0-105 Skyland Birmingham Lodging	2016	Broken interior door, Linen room CA RM 21; replace.
85833	SK0-105 Skyland Birmingham Lodging	2016	Peeling vinyl floor at bathroom CA RM 2; remove and replace all plywood subflooring and vinyl finish flooring in room.
85833	SK0-105 Skyland Birmingham Lodging	2016	Insufficient clearance between grade and wood stair; evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2013	Reinforce rotted roof beam, currently patched w/ 2x4.
85820	SK0-106 Skyland Bushytop Lodging	2013	Split horizontal wood siding boards at S elevation: repair.

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85820	SK0-106 Skyland Bushytop Lodging	2013	Stairstep cracking at chimney on E elevation: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2013	Corrosion at vent below window in CA RM 6: evaluate and repair to operable.
85820	SK0-106 Skyland Bushytop Lodging	2013	Door to CA RM 21A warped at base: Dutchman repair and install metal drip edge or door plate.
85820	SK0-106 Skyland Bushytop Lodging	2013	Downspouts empty too close to bldg at 3 locations on S elevation: divert rainwater leaders away from foundation and piers.
85820	SK0-106 Skyland Bushytop Lodging	2013	Gutter bent at S elevation: re-pitch to drain to downspouts.
85820	SK0-106 Skyland Bushytop Lodging	2013	Missing hardware at vent below window in CA RM 1: replace.
85820	SK0-106 Skyland Bushytop Lodging	2013	Loose weather stripping at CA RM 7: repair or replace.
85820	SK0-106 Skyland Bushytop Lodging	2013	Warped and loose railings at CA RM 27: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2015	2 piers out of plumb below decks on N elevation: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2015	Undermined piers at downspouts on north elevation: direct rainwater leaders away from bldg, evaluate and rebuild piers.
85820	SK0-106 Skyland Bushytop Lodging	2015	Hole in CMU on E elevation: patch.
85820	SK0-106 Skyland Bushytop Lodging	2015	Crack in CMU stem walls at N, E and S elevations: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2015	Crack in CMU pier at N elevation: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2015	Foundation settlement at CMU stem wall at SE corner and CA RM 29: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2015	Foundation vents blocked on N and S elevations: make operable at 12 locations.
85820	SK0-106 Skyland Bushytop Lodging	2016	Crack in concrete floor at CA RM 27 and 29: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2016	Attach falling insulation to support in crawlspace
85820	SK0-106 Skyland Bushytop Lodging	2016	Water damage at center of plaster clg, CA RM 19: evaluate and repair.
85820	SK0-106 Skyland Bushytop Lodging	2016	Dry rot at corner below sink in CA RM 2: remove and replace all plywood subflooring and resilient sheet flooring in room.
85820	SK0-106 Skyland Bushytop Lodging	2016	Cracked flooring at entrance in CA RM 5: remove and replace all resilient sheet flooring in room.
85826	SK0-108 Skyland Canyon Lodging	2013	Rotted sheathing boards at eaves, 250 SF at E upper walkways, near fascia board, 16 SF at W balcony CA RM 32; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Rotted boxed framing boards behind fascia board at E upper walkways, near CA RM 22; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Split horizontal wood rail at W elevation, CA RM 27; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Base of CMU walls cracked with broken/missing blocks at W elevation patio walls; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85826	SK0-108 Skyland Canyon Lodging	2013	Missing sealant and backer rod at joint between conc balcony and wood siding at walls, at east 2nd floor walkway; provide sealant joint
85826	SK0-108 Skyland Canyon Lodging	2013	Cracked mortar joint between concrete slab and CMU at 2nd floor due to missing flashing; repair mortar joint and install flashing.
85826	SK0-108 Skyland Canyon Lodging	2013	Cracked mortar joint at SE corner of Boiler Room CA RM 33; repoint.
85826	SK0-108 Skyland Canyon Lodging	2013	Step cracks above door heads at E elevation, lower level unit entries; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85826	SK0-108 Skyland Canyon Lodging	2013	Corroded steel rail posts where exposed at underside of concrete slab at E and W elevations; evaluate and repair.

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85826	SK0-108 Skyland Canyon Lodging	2013	Deteriorated plywood infill panel due to exposure at bottom 1/3 of fixed windows at W elevation, ground floor (112 SF): repaint all.
85826	SK0-108 Skyland Canyon Lodging	2013	Missing lock at door to boiler room CA RM 33; install.
85826	SK0-108 Skyland Canyon Lodging	2013	Rotted wood door and frame at door to boiler room CA RM 33; evaluate and repair (3 SF).
85826	SK0-108 Skyland Canyon Lodging	2013	Missing or broken door sweeps at balcony/patio doors, CA RM 8, 26, 27, & 31; install.
85826	SK0-108 Skyland Canyon Lodging	2013	Broken threshold at balcony/patio doors, CA RM 1 & 20; install.
85826	SK0-108 Skyland Canyon Lodging	2013	Damaged window and screen in balcony door, CA RM 21; repair.
85826	SK0-108 Skyland Canyon Lodging	2013	Detached/separated RWL due to clogged material at SW corner; reattach RWL and repair RWL.
85826	SK0-108 Skyland Canyon Lodging	2013	Cracked mortar joint at top course of CMU retaining wall at E elevation south portion of wall; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85826	SK0-108 Skyland Canyon Lodging	2013	Cracked CMU blocks at E elevation south stair, south wall; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85826	SK0-108 Skyland Canyon Lodging	2013	CMU retaining wall leaning into walkway at E elevation south portion of wall; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85826	SK0-108 Skyland Canyon Lodging	2013	Rotted/delaminated plywood infill panel at bottom 1/3 of fixed windows at W elevation, 2nd floor, 2 panels ea. At CA RM 12, 13, 15, 16, 26, 28, 30, 31 & 32, 1 panel at CA RM 10, 11, 14, 29: replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Inoperable hardware at metal louver in panel below fixed window, CA RM 3, 4, 6, 17, 19, 22, & 24; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Missing hardware in balcony door, CA RM 24; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Deformed gutter at E and W elevation of boiler room CA RM 33; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Rotted fascia board at E upper walkways, near CA RM 22; replace.
85826	SK0-108 Skyland Canyon Lodging	2013	Loose 2-1/2" diameter rail post at E elevation; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85826	SK0-108 Skyland Canyon Lodging	2014	Cracked concrete slab on grade at east ground floor walkway; replace.
85826	SK0-108 Skyland Canyon Lodging	2015	Cracked concrete slab on grade at west ground floor patios, SW and NW corners; evaluate and repair.
85826	SK0-108 Skyland Canyon Lodging	2015	Spalling conc slab and failed repairs at west ground floor patios; coordinate patching with wing wall repairs.
85826	SK0-108 Skyland Canyon Lodging	2015	Missing sealant and backer rod at joint between conc slab at west patios and walls; install.
85826	SK0-108 Skyland Canyon Lodging	2016	Spalled concrete tread and failed repair at E elevation, middle stair leading to lower walkway; replace tread.
85826	SK0-108 Skyland Canyon Lodging	2016	Cracked slab at east concrete walkway, 2nd floor; patch/seal.
85826	SK0-108 Skyland Canyon Lodging	2016	Spalled concrete and exposed rebar at underside of balconies, 2nd floor; patch concrete.
85826	SK0-108 Skyland Canyon Lodging	2016	Water damaged area of tile wall in CA RM 4A: remove and re-tile.
85826	SK0-108 Skyland Canyon Lodging	2016	Area of damage on gypboard ceiling: repair.
85826	SK0-108 Skyland Canyon Lodging	2016	Cracked ceramic tiles at bathroom wall in CA RM 9A, 21A, 23A, 25: replace.
85826	SK0-108 Skyland Canyon Lodging	2016	Cracked tiles near bathtub in CA RM 9: replace mosaic panel.
85834	SK0-109 Skyland Winship Lodging	2013	CMU at NE corner foundation missing : replace.

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85834	SK0-109 Skyland Winship Lodging	2013	Failed CMU repair at N porch (CA RM 25): patch.
85834	SK0-109 Skyland Winship Lodging	2013	Window hardware at RM CA19 not functioning: repair to operable.
85834	SK0-109 Skyland Winship Lodging	2013	Steel sash at utility entrance corroded, missing putty: refurbish.
85834	SK0-109 Skyland Winship Lodging	2013	Door frame at RM CA 21 (linen rm) rotted: dutchman repair.
85834	SK0-109 Skyland Winship Lodging	2013	Door to center unit is warped and does not close: replace.
85834	SK0-109 Skyland Winship Lodging	2013	Broken wood thresholds at rear deck doors: replace.
85834	SK0-109 Skyland Winship Lodging	2013	Rotted fascia boards at eaves, RMS CA23, 30 and 31: replace.
85834	SK0-109 Skyland Winship Lodging	2013	Rainwater leader at south end corroded: replace.
85834	SK0-109 Skyland Winship Lodging	2014	Step cracking at CMU SW corner: repoint.
85834	SK0-109 Skyland Winship Lodging	2015	Missing flashing cap at pier: replace.
85834	SK0-109 Skyland Winship Lodging	2015	Undermined pier at deck porch RM CA25: re-direct downspout, replace soil.
85834	SK0-109 Skyland Winship Lodging	2015	Top row CMU separating from rows below, at E Elevation porch, CA RM 28: correct settling, repoint.
85834	SK0-109 Skyland Winship Lodging	2015	Piers out of plumb (3 each): reconstruct footing and pier.
85834	SK0-109 Skyland Winship Lodging	2015	Crack at concrete floor RM CA21 (linen room): patch.
85834	SK0-109 Skyland Winship Lodging	2016	Door to CA RM8 (bath) fits poorly: repair to operable.
85834	SK0-109 Skyland Winship Lodging	2016	Bathtub/shower faucets leak in bathrooms CA2, CA5 and CA18
85834	SK0-109 Skyland Winship Lodging	2016	Flooring at CA RM18 cracked: replace.
85834	SK0-109 Skyland Winship Lodging	2016	Flooring at CA RM18 cracked: replace.
85834	SK0-109 Skyland Winship Lodging	2016	Plaster at CA RM 20 ceiling missing: replace.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Replace Railings, wood w/ steel post supports (projected end of useful life)
85953	SK0-110 Skyland Pinnacles Lodging	2013	Wood window sills and frames at S elev rotting: dutchman repair/replace.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Window putty missing: replace.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Plywood doors loose, do not close: replace (3) hinges and repair to operable.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Copper gutter deformed at S elev, holes and bad joints at N elev, galvanized downspouts and elbows at N elev: replace with new copper.
85953	SK0-110 Skyland Pinnacles Lodging	2013	CMU wall at NE stair cracked, displaced: evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85953	SK0-110 Skyland Pinnacles Lodging	2013	CMU wing walls cracked, broken at 1st floor patios: correct settlement, repair walls. STRUCTURAL CONSULTATION RECOMMENDED.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Lap siding at S elev split, checked: repair.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Popped nails at S elev lap siding: refasten.
85953	SK0-110 Skyland Pinnacles Lodging	2013	CMU spalling at W elev wall flashing: patch masonry in conjunction w/ correction of site drainage issues.
85953	SK0-110 Skyland Pinnacles Lodging	2013	Interior of CMU wall at CA RM 30 exhibits efflorescence from RWL leak: correct leak, prepare and paint CMU.
85953	SK0-110 Skyland Pinnacles Lodging	2013	CMU wall at SW corner exhibits efflorescence: redirect drainage at SW corner retaining wall to prevent pooling at foundation.
85953	SK0-110 Skyland Pinnacles Lodging	2014	1st floor patio/walkway cracked, buckled: repair cracks and displacement, install proper expansion joint at slab.
85953	SK0-110 Skyland Pinnacles Lodging	2016	CA RM 15 ceiling paneling cracked: replace.
85953	SK0-110 Skyland Pinnacles Lodging	2016	2nd floor balcony/walkway cracking: patch/inject cracks.
85953	SK0-110 Skyland Pinnacles Lodging	2016	2nd floor balcony/walkway has spalls exposing rebar: patch at spalls, paint balcony with epoxy floor paint, and seal all joints
85953	SK0-110 Skyland Pinnacles Lodging	2016	Underside of 2nd floor balcony/walkway spalled and cracked: patch at spalls, paint balcony with epoxy floor paint, and seal all joints

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85953	SK0-110 Skyland Pinnacles Lodging	2016	Concrete stair separated at 1st floor: correct settling at adjacent wall and re-install.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Rotted plywood panels at soffit above CA RM 30: replace 4 sheets and evaluate and repair roof failure.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Rotted plywood panels at soffit above CA RM 29: replace area near CA RM 21 and evaluate and repair roof failure.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Broken window pane at CA RM 33: replace.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Missing wood trim at bottom glazed lite of door at W elevation of CA RM 33: replace.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Metal thresholds at glazed doors to patios in CA RM 9, 11 corroded: replace.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Broken hardware at glazed door to balcony in CA RM 27: replace.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Corroded and misaligned rainwater leaders at CA RM 31: evaluate and repair or replace.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Depressions and soft spots at NW corner of main roof: evaluate and repair.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Anchor plates at rail posts corroded or missing at underside of slab above hallways CA RM 31 and 32: evaluate and repair.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Cracks in CMU wall at N elevation at stair wall and between mechanical room and main bldg walls: evaluate and repair.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Cracking in CMU at S and W elevations: evaluate and repair.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Deteriorated wood at fixed windows on W elevation lower floor: prepare and stain/paint all.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Damaged or deteriorated metal louvers at fixed windows at CA RM 5, 25: repair to operable condition.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Rotted wood frame at door at E elevation of CA RM 33: Dutchman repair 1 LF.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Broken wood door stop at jamb of door at W elevation of CA RM 33: repair.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Glazed door to patio at CA RM 5 difficult to open: repair to operable condition.
85950	SK0-119 Skyland Raven's Nest Lodging	2013	Rotted wood railings at CA RM 30: replace four 9' boards.
85950	SK0-119 Skyland Raven's Nest Lodging	2014	Ungrounded electrical receptables in all guest rooms: repair electrical wiring to provide grounded receptacles.
85950	SK0-119 Skyland Raven's Nest Lodging	2016	Water damage at wall CA RM 4, 8: replace damaged area.
85950	SK0-119 Skyland Raven's Nest Lodging	2016	Access door falling at ceiling in CA RM 6: repair and reattach.
85950	SK0-119 Skyland Raven's Nest Lodging	2016	Deteriorated plaster at CA RM 33: repair.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Rotted panel molding at plywood panel below upper window on E elevation: replace of quarter round trim.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Spalling CMU at chimney, concrete chimney cap is cracked: evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Eroded CMU at E elevation above window, 5 CMU blocks: evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Eroded CMU at S elevation near E end, 13 CMU blocks: evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Deteriorating plywood panels below fixed windows at CA RM 17, 18: prepare and paint exterior surfaces of 9 panels.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Loose panel molding at plywood panels below upper windows on W elevation at Guest Unit 70: reattach and make watertight.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Mild corrosion at steel pipe handrail posts on N and W elevations (CA RM 17, 18): remove rust and repaint at 21 posts.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Rotted wood 4x4 posts at both sides of lower fixed window at E elevation: Dutchman repair.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Loose stop at W elevation fixed window: reattach.

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85836	SK0-120 Skyland Shenandoah Lodging	2013	Rotted wood door frame and trim at CA RM 11: Dutchman repair at base (1 LF).
85836	SK0-120 Skyland Shenandoah Lodging	2013	Flashing at chimney failing with evidence of leaks at NE and NW corners: evaluate and repair to watertight condition.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Deteriorated wood fascia at S and W elevation: prepare and stain/paint 74 LF.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Downspout drains below grade: extend or divert rainwater leader away from foundations.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Rotted wood sill at lower fixed window at E elevation: replace.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Rotted wood 4x4 post at W elevation, near NW corner: replace.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Corroded metal thresholds at balcony door between CA RM 1 and RM 17 and at exterior door to CA RM 5: replace.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Louver in wood door at CA RM 11 is corroded: replace.
85836	SK0-120 Skyland Shenandoah Lodging	2013	Corroded ferrous hangers at copper gutters on upper floor deck/balconies due to dissimilar materials (CA RM 17, 18): replace with non-corrosive hangers.
85836	SK0-120 Skyland Shenandoah Lodging	2015	Sheet metal step flashing bent at E and W ends of CMU foundation wall at S elevation: evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2015	Parge coat failing at 2 locations on CMU foundation wall at S elevation: evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2015	Crack at window wall curb near Unit 72: evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2015	Cracking and upheaval at NW corner of slab near Unit 73: evaluate and repair 16 LF of cracking across 5' slab.
85836	SK0-120 Skyland Shenandoah Lodging	2015	Concrete pad at entrance to Guest Unit 74 is sloped toward building: evaluate and repair to provide adequate drainage away from foundation.
85836	SK0-120 Skyland Shenandoah Lodging	2015	Cracking at exposed concrete floor slab at CA RM 11: seal cracks.
85836	SK0-120 Skyland Shenandoah Lodging	2016	Hairline cracks at underside of upper concrete deck (CA RM 18) above entrances on N elevation: seal cracks.
85836	SK0-120 Skyland Shenandoah Lodging	2016	Cracking at NW corner of CA RM 11 (Utility Room): evaluate and repair.
85836	SK0-120 Skyland Shenandoah Lodging	2016	Screw missing in hardware at CA RM 10: repair to operable.
85836	SK0-120 Skyland Shenandoah Lodging	2016	Crack in gypboard wall at CA RM 7: re-tape joint and paint.
85836	SK0-120 Skyland Shenandoah Lodging	2016	Fireplace is not operable and needs fire mortar: evaluate and repair.
85828	SK0-24 Skyland Conference Hall	2013	Deteriorated 1x2 sill nosing/watertable: replace (6 LF @ E elev, 3 LF @ S Elev, 21 LF @ W Elev).
85828	SK0-24 Skyland Conference Hall	2013	Rotted and/or cracked siding/trim [E, W, S, N elev., multiple locations]: repair.
85828	SK0-24 Skyland Conference Hall	2013	Biological growth at wd siding (400 SF @ E elev, 60 SF @ S elev, 90 SF @ N elev): clean/remove.
85828	SK0-24 Skyland Conference Hall	2013	Dryrot at plank door E elev (CA RM 4): repair base of door.
85828	SK0-24 Skyland Conference Hall	2013	Repair water damage at base of ext door (CA RM 6).
85828	SK0-24 Skyland Conference Hall	2013	Ext door operates poorly: rehabilitate (CA RM 7)
85828	SK0-24 Skyland Conference Hall	2013	Repair bifolding pairs of french doors at W elev Porch (N pair), one door screwed shut, doors do not fit in opening, lack proper attachment to frame : repair doors to operable condition
85828	SK0-24 Skyland Conference Hall	2013	Warped 2'x2' bot sash, missing sash cords (CA RM 6) @ W elev: replace bot sash and sash cords at each opening.
85828	SK0-24 Skyland Conference Hall	2013	Broken sash cords: replace (CA RM 6, N elev; CA RM 1, E elev; CA RM 2, W elev).
85828	SK0-24 Skyland Conference Hall	2013	Cracked window pane (3 locations total - CA RM 1, E + W elev; CA RM 7, W elev): replace.
85828	SK0-24 Skyland Conference Hall	2013	Damaged window mullion or sash frame: replace/repair (CA RM 1, E + W elev).

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85828	SK0-24 Skyland Conference Hall	2013	Upper sash 3'x3' stuck in lower position, rot in sash frame (CA RM 7): replace and make operable.
85828	SK0-24 Skyland Conference Hall	2013	Warped 34"x 53" top + bot sash, (CA RM 2) @ N elev: replace both sash and make operable.
85828	SK0-24 Skyland Conference Hall	2013	Rotted 2x threshold at door E Elev (CA RM 4): replace threshold (3 LF).
85828	SK0-24 Skyland Conference Hall	2013	Damaged metal threshold at ext door (CA RM 11): replace metal threshold.
85828	SK0-24 Skyland Conference Hall	2013	Broken glazing at bifolding pairs of french doors at W elev Porch (S pair): replace 2 panes of glass.
85828	SK0-24 Skyland Conference Hall	2013	Missing hardware at bifolding pairs of french doors at W elev Porch (S pair): replace 2 surface bolts.
85828	SK0-24 Skyland Conference Hall	2013	15 lite french doors (CA RM 8) have damaged weatherstripping @ astragal, damaged hinges (2) and strikes (2): replace.
85828	SK0-24 Skyland Conference Hall	2014	Foundation settlement causing multiple deficiencies, including rafter peak separation, roof leaks at chimney penetrations, and sloping floors: rebuild all foundations.
85828	SK0-24 Skyland Conference Hall	2015	Insufficient clearance between joist and grade at front porch (CA RM 8): excavate to provide minimum 18" clearance at joists (approx 2 SY of earth material).
85828	SK0-24 Skyland Conference Hall	2016	Dryrotted 2x8 sill plate at E & S elevation: replace in kind
85828	SK0-24 Skyland Conference Hall	2016	(4) 4' high 4x4 posts at W Porch ramp railing are rotted at base: replace.
85828	SK0-24 Skyland Conference Hall	2016	Cracked/displaced conc flr (13 lf): repair crack in conc floor, replace resilient flooring in entire room CA RM 1 (320 SF).
85828	SK0-24 Skyland Conference Hall	2016	Cracks in conc floor CA RM 11: patch/seal.
85828	SK0-24 Skyland Conference Hall	2016	Loose wood trim bd surrounding hearth: provide wood trim.
85828	SK0-24 Skyland Conference Hall	2016	Crack at hearth : repoint (CA RM 1, 2 lf; CA RM 2, 6 lf; CA RM 6, 12 lf).
85828	SK0-24 Skyland Conference Hall	2016	Broken door latch (CA RM 2, N elev): repair to operable condition.
85828	SK0-24 Skyland Conference Hall	2016	Abandoned mechanical opening at CA RM 11: infill w/ gypboard.
85828	SK0-24 Skyland Conference Hall	2016	Gaps at top of wall to roof rafters CA RM 2: infill with matching wood material (T&G wood).
85828	SK0-24 Skyland Conference Hall	2016	Wd paneling has splits and gaps at CA RM 6: fill gap with visually compatible material.
85828	SK0-24 Skyland Conference Hall	2016	Water damaged gyp bd wall finish and popped nails (CA RM 9, 3 sf; CA RM 3, 6sf): repair, coordinating w/roofing repair work.
85828	SK0-24 Skyland Conference Hall	2016	Minor scratches/soiling hardwood flr @ CA RM 2: clean and refinish.
85828	SK0-24 Skyland Conference Hall	2016	Damaged gyp bd clg (CA RM 9, 3 sf; CA RM 3, 3 sf): repair, coordinating w/roofing repair work.
85828	SK0-24 Skyland Conference Hall	2016	Hearth stone finish is spalling: Replace stone (CA RM 6).
85828	SK0-24 Skyland Conference Hall	2016	Efflorescence at fireplace (CA RM 2, 10 sf; CA RM 6, 25 sf; CA RM 1, 8 sf): remove.
85828	SK0-24 Skyland Conference Hall	2016	Open joint at fireplace in CA RM 2: replace boards at side of fireplace, scribe to stone, provide sealant and backer rod.
85828	SK0-24 Skyland Conference Hall	2016	Water damaged hardwood flr CA RM 4: replace, coordinate with ext door repair.
85828	SK0-24 Skyland Conference Hall	2016	Broken ceramic tiles and mortar joints at CA RM 7: Replace tile, regrout mortar at damaged areas.
85828	SK0-24 Skyland Conference Hall	2016	Insufficient clearance between grade and stair (8 SF at bottom step): install concrete bottom step.

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85828	SK0-24 Skyland Conference Hall	2016	Ramp at W Porch has no clearance to grade: provide concrete ramp at base of ramp, tie to existing framing
85946	SK0-28 Skyland Hack (Stable)	2013	Wood posts at N canopy are rotted at bases: replace.
85946	SK0-28 Skyland Hack (Stable)	2013	Rot at base of siding due to earth-wood contact, N elev: replace siding.
85946	SK0-28 Skyland Hack (Stable)	2013	Replace rotted wood sill at base of north wall.
85946	SK0-28 Skyland Hack (Stable)	2013	Replace Ext paint/stain (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	2013	Window putty failing, window operates poorly at Break Rm CA RM 2: replace putty, refurbish sash.
85946	SK0-28 Skyland Hack (Stable)	2013	Gutters at N, S, W elevations have detached from building roof edge, and have been installed improperly with gutter hangers on top of roofing (not beneath): reinstall all new gutters, coordinate with roofing replacement work.
85946	SK0-28 Skyland Hack (Stable)	2013	Replace fence at rotted fence posts and rails .
85946	SK0-28 Skyland Hack (Stable)	2013	Unfinished exposed roof sheathing at eave at N elev: paint/stain to match existing.
85946	SK0-28 Skyland Hack (Stable)	2013	Biogrowth at base of wall siding at S & W elev: remove biogrowth.
85946	SK0-28 Skyland Hack (Stable)	2013	Window operates poorly at Bathroom CA RM 3: refurbish casement window to operable condition.
85946	SK0-28 Skyland Hack (Stable)	2013	Wood screen door has loose joint at stile of Office, CA RM 6: repair door.
85946	SK0-28 Skyland Hack (Stable)	2013	Deteriorated wood jamb at Tack Rm CA RM 1: provide dutchman repair at jamb.
85946	SK0-28 Skyland Hack (Stable)	2013	Loose 1x6 trim board at Tack Rm door CA RM 1: reinstall trim board.
85946	SK0-28 Skyland Hack (Stable)	2013	Lack of gutters and downspouts at S elev has led to damage of exterior siding and wash-out/undermining of SOG foundation: Provide gutter and RWL (2 @ 10') at S elev.
85946	SK0-28 Skyland Hack (Stable)	2013	Downspouts lack splash blocks: provide splash blocks.
85946	SK0-28 Skyland Hack (Stable)	2013	Downspout at SW corner lacks elbow at bottom, causing water damage to bldg siding/framing: provide DS elbow.
85946	SK0-28 Skyland Hack (Stable)	2015	Foundation undermined at S & E elev: provide gravel/earth backfill at base of wall to correct condition.
85946	SK0-28 Skyland Hack (Stable)	2015	Cracked CMU piers at S elev (2 each): evaluate and repair.
85946	SK0-28 Skyland Hack (Stable)	2015	Concrete pier punching through SOG: patch.
85946	SK0-28 Skyland Hack (Stable)	2015	Asphalt floor at N covered patio has 5 holes 4-inch dia. Holes: repair paving.
85946	SK0-28 Skyland Hack (Stable)	2016	Door strike damaged at Break Rm CA RM 2 to Bathroom: replace strike.
85946	SK0-28 Skyland Hack (Stable)	2016	Baseboard at shower in Bathroom CA RM 3 is missing paint: prepare and paint wood base.
85830	SK0-332 Skyland Vending Machine Shelter	2013	All plywood roof sheathing is delaminating at eaves, south and north elevation: replace 16 sf at north and 16 sf at south.
85830	SK0-332 Skyland Vending Machine Shelter	2013	1 board deteriorated at west elevation: replace board with sufficient clearance from earth to wood.
85830	SK0-332 Skyland Vending Machine Shelter	2013	Missing 4x4 wood post at north elevation: provide and install one new post.
85830	SK0-332 Skyland Vending Machine Shelter	2013	Hole (2" diameter) in center of plywood soffit, north elevation: patch.
85830	SK0-332 Skyland Vending Machine Shelter	2013	Deteriorated water table wood trim, north elevation: repair wood trim.
85830	SK0-332 Skyland Vending Machine Shelter	2013	Deteriorated wood trim, south elevation: dutchman repair.
85830	SK0-332 Skyland Vending Machine Shelter	2013	Insufficient separation between wood and earth, north elevation: create sufficient clearance between wood studs and ground.
85830	SK0-332 Skyland Vending Machine Shelter	2015	Spalled CMU blocks, north elevation: repair.

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85830	SK0-332 Skyland Vending Machine Shelter	2015	Large cracks in concrete slab on grade: repair.
90959	SK0-333 Skyland Laurel Lodging	2013	Rotted soffit sheathing in SE eave, near CA RM 37: replace.
90959	SK0-333 Skyland Laurel Lodging	2013	1x3 TS railing post base is corroded/broken at base, 3" hole in conc, installation is poor- water stands in hole: replace TS rail post, provide dry pack that allows water to drain away from post
90959	SK0-333 Skyland Laurel Lodging	2013	1x3 TS railing post base has some corrosion at base, generally sound material, installation is poor- water stands in hole: replace TS rail post, provide dry pack that allows water to drain away from post
90959	SK0-333 Skyland Laurel Lodging	2013	Lap wood siding is split and rotting: replace.
90959	SK0-333 Skyland Laurel Lodging	2013	Casement window badly damaged, inoperable (CA RM 57, lodging unit 109): replace.
90959	SK0-333 Skyland Laurel Lodging	2013	Wood frame screen doors badly damaged or missing (CA RMs 2, 6, 9, 12, 15, 24, 27, 30, 33, 36, 77, 78, 80, 83, 86): replace.
90959	SK0-333 Skyland Laurel Lodging	2013	Metal cladding at door is detaching: replace door (CA RM 9).
90959	SK0-333 Skyland Laurel Lodging	2013	Rotted roof beam end (CA RM 19): repair beam end, install sheet metal flashing cap at beam end, paint finish to match beam.
90959	SK0-333 Skyland Laurel Lodging	2013	1x3 TS railing with vert plate anchor plate at N & S elev stair railings 2nd Flr: repair concrete spall.
90959	SK0-333 Skyland Laurel Lodging	2013	Refurbish casement window: repair hardware/weatherstripping, make easily operable (CA RM 2, 12, 15, 33, 54, 81).
90959	SK0-333 Skyland Laurel Lodging	2013	Refurbish existing metal clad door (CA RM 63, 65) : repair weatherstripping/door sweep, repair damage.
90959	SK0-333 Skyland Laurel Lodging	2013	At CMU piers W elev, RWL drains against CMU causing damage to CMU: provide splashblock at existing RWL.
90959	SK0-333 Skyland Laurel Lodging	2015	CMU cracked at piers supporting roof (E elev): repair.
90959	SK0-333 Skyland Laurel Lodging	2015	CMU jacking at N, S, E, W elev adjacent steel support connection: repair.
90959	SK0-333 Skyland Laurel Lodging	2015	Concrete spalling: repair E elev 1st Flr ext walkway.
90959	SK0-333 Skyland Laurel Lodging	2015	Gap between stair and CMU wall: provide sealant.
90959	SK0-333 Skyland Laurel Lodging	2015	Concrete steel pans at stairs (3) are corroding at underside and risers, jacking at edges: repair steel, prepare and coat steel pans.
90959	SK0-333 Skyland Laurel Lodging	2015	Conc walkway at E elev has a level change greater than 1/2-inch at AC site paving: provide AC paving to eliminate tripping hazard, feather to existing paved surface
90959	SK0-333 Skyland Laurel Lodging	2016	6x6 TS beam supporting ext conc floor at E elev walkway is badly corroded: replace TS beam.
90959	SK0-333 Skyland Laurel Lodging	2016	Cabinet door at vanity is missing 18-inches of edge trim and doors have damaged finish: replace doors.
90959	SK0-333 Skyland Laurel Lodging	2016	Towel bar missing: replace (CA RM 11, 39).
90959	SK0-333 Skyland Laurel Lodging	2016	6x6 TS beams supporting ext conc floor above are rusting (96 LF): prepare and coat TS beams.
90959	SK0-333 Skyland Laurel Lodging	2016	Gap at E elev conc walkway adjacent bldg: provide sealant.
90959	SK0-333 Skyland Laurel Lodging	2016	Vanity wood backsplash lacks sealant at joint with counter, water collects at wood (20 units): provide sealant.
90959	SK0-333 Skyland Laurel Lodging	2016	Sealant at fiberglass tub surround to wall is poorly installed, non-functional: remove existing sealant, provide sealant at surround
90959	SK0-333 Skyland Laurel Lodging	2016	Gyp bd wall fin is damaged: repair and repaint (CA RM 35, 75, 76, 78).
90959	SK0-333 Skyland Laurel Lodging	2016	Gyp bd ceiling finish is damaged in CA RM 14, 17, 32, 38, 69, and 71: repair and repaint.

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90959	SK0-333 Skyland Laurel Lodging	2016	Gyp bd ceiling has damaged condition, failing paint finish in CA RM 19; repair gyp bd finish.
85832	SK0-338 Skyland Craigin Lodging	2013	Delaminated vertical v-joint plywood paneling at W elevation, CA RM 24; replace.
85832	SK0-338 Skyland Craigin Lodging	2013	Spalled CMU at the base of the N elevation, center of wall; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85832	SK0-338 Skyland Craigin Lodging	2013	Cracked mortar joints, N elevation at 2nd floor NE corner, E elevation at SE corner; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85832	SK0-338 Skyland Craigin Lodging	2013	Cracked CMU, E elevation at NE corner base of wall and S elevation SW pier underneath balcony; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85832	SK0-338 Skyland Craigin Lodging	2013	Broken CMU at RWL attachment, W elevation two center piers at terra cotta drainage attachments; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85832	SK0-338 Skyland Craigin Lodging	2013	Efflorescence and water damage at CMU wall, W elevation, south wall at CA RM 52 & 24; prepare, clean and paint all.
85832	SK0-338 Skyland Craigin Lodging	2013	Split horizontal wood siding boards at E elevation; repair.
85832	SK0-338 Skyland Craigin Lodging	2013	Split vertical v-joint plywood paneling at W elevation, CA RM 46 & 47; repair.
85832	SK0-338 Skyland Craigin Lodging	2013	Rusted steel railings at 2nd floor balconies CA RM 53 & 54 (76 LF); sandblast, clean and paint all.
85832	SK0-338 Skyland Craigin Lodging	2013	Rusted steel framing members at E elevation including 6"x6" posts and 3-1/4"x12" channels at 2nd floor balconies CA RM 53 & 54; sandblast, clean and paint all.
85832	SK0-338 Skyland Craigin Lodging	2013	Unfinished trim at windows CA RM 1, 3, 5, 11, 35, 37 & 39; prepare and stain all.
85832	SK0-338 Skyland Craigin Lodging	2013	Cracked lower wood panel at exterior face of balcony door; CA RM 5, 31, 33, 35, 37 & 39; repair (15 LF).
85832	SK0-338 Skyland Craigin Lodging	2013	Unfinished trim at entry door header and strike side, CA RM 43; stain to match adjacent (11 LF).
85832	SK0-338 Skyland Craigin Lodging	2013	Torn weatherstripping at balcony door CA RM 9 & 11; replace.
85832	SK0-338 Skyland Craigin Lodging	2013	Torn screen at balcony door window, CA RM 5; replace (10 SF).
85832	SK0-338 Skyland Craigin Lodging	2013	Broken door latch at balcony door CA RM 9; replace.
85832	SK0-338 Skyland Craigin Lodging	2013	Ferrous strap hangers corroded at W elevation copper gutters; replace.
85832	SK0-338 Skyland Craigin Lodging	2013	Broken RWL strap at CMU CA RM 21; replace.
85832	SK0-338 Skyland Craigin Lodging	2013	Cracked terra cotta leader at W elevation, N pier; replace.
85832	SK0-338 Skyland Craigin Lodging	2013	Out of plumb retaining walls at E elevation stairs CA 55 & 56; replace and reconnect steel stair framing. STRUCTURAL CONSULTATION RECOMMENDED.
85832	SK0-338 Skyland Craigin Lodging	2015	Spalled concrete grout at E elevation, top of concrete pier footings for steel columns; replace.
85832	SK0-338 Skyland Craigin Lodging	2015	Cracked slab at E elevation porch CA RM 25; patch.
85832	SK0-338 Skyland Craigin Lodging	2015	Cracked/settled asphalt paving between E elevation porches CA RM 25 & 26 and 27 & 28; re-pour level with adjacent concrete slabs.
85832	SK0-338 Skyland Craigin Lodging	2016	Rusted steel framing members and railings at E elevation stairs CA RM 55 & 56 (2 flights); sandblast, clean and paint all.
85832	SK0-338 Skyland Craigin Lodging	2016	Cracked concrete slab at W elevation ceiling of CA RM 23 (balcony); patch/seal.
85832	SK0-338 Skyland Craigin Lodging	2016	Spalled concrete slab at W elevation Balconies CA RM 17, 18, 19, 23 & 24; patch at spall and paint balcony surface with epoxy floor paint, seal joints in balcony slab

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85832	SK0-338 Skyland Craigin Lodging	2016	Door sticks at threshold CA RM 10; trim bottom.
85832	SK0-338 Skyland Craigin Lodging	2016	Door latch does not engage with strike, CA RM 30; adjust.
85832	SK0-338 Skyland Craigin Lodging	2016	Door trim at bath side of door is gapping, CA RM 34, 36, & 38; fasten, fill gap, and paint.
85832	SK0-338 Skyland Craigin Lodging	2016	Failed seam at wood paneling CA RM 43; repair.
85832	SK0-338 Skyland Craigin Lodging	2016	Cracking along gypboard tape joint at E wall above tile wainscot, CA RM 16; repair.
85832	SK0-338 Skyland Craigin Lodging	2016	Gap at base of tile at wall and floor, S wall CA RM 6; caulk.
85832	SK0-338 Skyland Craigin Lodging	2016	Delaminated door CA RM 13; replace.
85832	SK0-338 Skyland Craigin Lodging	2016	Chipped 4x4 tile under sink, CA RM 40; replace.
85831	SK0-339 Skyland Appledore Lodging	2013	Rusted steel balcony framing members at E elevation including steel posts and channels; sandblast rust, clean and finish.
85831	SK0-339 Skyland Appledore Lodging	2013	Rusted steel balcony railing at E elevation second floor balcony; sandblast rust, clean and finish.
85831	SK0-339 Skyland Appledore Lodging	2013	Failed caulk repairs at split horizontal wood siding at E elevation; repair.
85831	SK0-339 Skyland Appledore Lodging	2013	Split horizontal wood siding at E elevation; repair.
85831	SK0-339 Skyland Appledore Lodging	2013	Loose fasteners at horizontal wood siding at E elevation; reattach.
85831	SK0-339 Skyland Appledore Lodging	2013	Plywood v-paneling exposed due to failed finish at W elevation balconies underneath fixed windows CA RM 21, 22, 24, & 47-53; refinish.
85831	SK0-339 Skyland Appledore Lodging	2013	Exposed wood trim at interior of west double hung window, CA RM 1, 7, 9, 11, 13, 15, 39, 41 & 45; prepare and stain/paint all.
85831	SK0-339 Skyland Appledore Lodging	2013	Rotting wood door frame at base, CA RM 17; patch (2 LF).
85831	SK0-339 Skyland Appledore Lodging	2013	Swollen door at base due to water, CA RM 17; repair.
85831	SK0-339 Skyland Appledore Lodging	2013	Rotting wood door at base, CA RM 18; patch (1 LF).
85831	SK0-339 Skyland Appledore Lodging	2013	Exposed wood trim at interior of unit entry doors, CA RM 1, 3, 7, 9, 11, 13, 15, 31, 33, 35, 39, 41, 43, & 45; prepare and stain/paint all.
85831	SK0-339 Skyland Appledore Lodging	2013	Missing wood at exterior face near latch at balcony door CA RM 15; patch (8 LF).
85831	SK0-339 Skyland Appledore Lodging	2013	Gap between window frame and door at balcony door, CA RM 52 & 53; repair (12 LF).
85831	SK0-339 Skyland Appledore Lodging	2013	Unfinished 1x2 wood trim around window at exterior face of balcony doors, CA RM 51 & 52; prepare and paint.
85831	SK0-339 Skyland Appledore Lodging	2013	Corroded metal threshold, CA RM 17; replace.
85831	SK0-339 Skyland Appledore Lodging	2013	Missing screen at balcony door operable glazed lite CA RM 47; replace (8 SF).
85831	SK0-339 Skyland Appledore Lodging	2013	Missing wood trim at base of balcony door glazing at exterior CA RM 48; replace.
85831	SK0-339 Skyland Appledore Lodging	2013	Missing interior 1x8 wood trim at head of unit entry door CA RM 37; replace and prepare/stain all interior trim at door.
85831	SK0-339 Skyland Appledore Lodging	2013	Torn screen/bent frame at double-hung window in balcony door, CA RM 1, 3, 9, 11, 15, 51, 54; replace screen unit.
85831	SK0-339 Skyland Appledore Lodging	2013	Out of plumb retaining walls at E elevation stairs CA 56 & 58; replace and reconnect steel stair framing. STRUCTURAL CONSULTATION RECOMMENDED.
85831	SK0-339 Skyland Appledore Lodging	2014	Replace Exhaust fan - bathroom (projected end of useful life)
85831	SK0-339 Skyland Appledore Lodging	2015	Cracked CMU, E elevation at base of NE corner; evaluate and repair.
85831	SK0-339 Skyland Appledore Lodging	2015	Cracked CMU joint at base of SE corner, E elevation; evaluate and repair.
85831	SK0-339 Skyland Appledore Lodging	2015	Broken CMU units at S elevation RWL; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.

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85831	SK0-339 Skyland Appledore Lodging	2015	Cracked CMU joint at S elevation SW corner; evaluate and repair.
85831	SK0-339 Skyland Appledore Lodging	2015	Broken CMU units at W elevation south pier under concrete balcony; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85831	SK0-339 Skyland Appledore Lodging	2015	Undermined CMU walls due to missing rain conductors (3 total) at W elevation; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85831	SK0-339 Skyland Appledore Lodging	2015	Damaged CMU units at missing rainwater conductor, W elevation; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85831	SK0-339 Skyland Appledore Lodging	2015	Displaced, cracked CMU units at W elevation north pier under concrete balcony; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85831	SK0-339 Skyland Appledore Lodging	2016	Rusted steel stair framing and railings at E elevation (2 Flights); sandblast rust, clean and finish.
85831	SK0-339 Skyland Appledore Lodging	2016	Corroded, broken anchors to conc. retaining wall at E elevation steel stairs; evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85831	SK0-339 Skyland Appledore Lodging	2016	Hairline cracking at balcony concrete slabs, CA RM 48-53: patch/seal.
85831	SK0-339 Skyland Appledore Lodging	2016	Missing mirror at bathroom side of door, CA RM 8; stain unfinished surface area.
85831	SK0-339 Skyland Appledore Lodging	2016	Unevenly hung door sticks on threshold, CA RM 6; rehang.
85831	SK0-339 Skyland Appledore Lodging	2016	Peeling/delaminating textured plaster skim coat at unit entry, CA RM 33; refinish.
85831	SK0-339 Skyland Appledore Lodging	2016	Delaminated hollow core wood door, between units at CA RM 3, 35, 39, 43,& 45, at baths CA RM 2, 6, 8, 12, 14, 16, 32, 36, 38, 44. & 46: replace.
85944	SK0-341 Skyland Storage Shed	2013	Roof sheathing moldy and wet from leaks: replace in conjunction w/ roof covering replacement.
85944	SK0-341 Skyland Storage Shed	2013	Plywood siding delaminating at E and W elevations: replace.
85944	SK0-341 Skyland Storage Shed	2013	Window sill at W elevation cracked and rotted: replace.
85944	SK0-341 Skyland Storage Shed	2013	Siding lacks trim at joints on S and E elevations (24 LF): install.
85944	SK0-341 Skyland Storage Shed	2014	CMUs broken where concrete steps have settled: replace broken units and patch open joint with concrete.
85842	SK0-354 Skyland Dormitory D	2013	Damaged gutters, north and south elevations: repair and return to working condition.
85842	SK0-354 Skyland Dormitory D	2013	Downspouts lack splash blocks, causing soil erosion and CMU damage: provide splash blocks.
85842	SK0-354 Skyland Dormitory D	2015	Asphalt pathways are uneven and hazardous to all dorm rooms: repair/replace
85842	SK0-354 Skyland Dormitory D	2016	Large crack at ceiling of CA RM 7: repair and repaint.
85842	SK0-354 Skyland Dormitory D	2016	Damaged door thresholds at CA RMS 1, 4: replace with new threshold.
85842	SK0-354 Skyland Dormitory D	2016	Deteriorated wood base with delaminated paint at CA RMS 5,2,3,6: replace wood baseboard.
85842	SK0-354 Skyland Dormitory D	2016	Damaged resilient flooring in bathrooms, CA RMS 5, 2, 3, 6: replace flooring.
85841	SK0-355 Skyland Dormitory E	2013	Water damaged plywood soffit, east elevation (SE corner): replace and paint.
85841	SK0-355 Skyland Dormitory E	2013	Cracked and spalling CMU walls, north elevation (outside community laundry): repair and repoint.
85841	SK0-355 Skyland Dormitory E	2013	Window not operable at CA RM 1, south elevation: repair to operable condition.

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85841	SK0-355 Skyland Dormitory E	2013	Screens do not fit at CA RMs 4, 11 (2 total): replace or repair screens to fit.
85841	SK0-355 Skyland Dormitory E	2013	Hardware is not working at CA RM 4, 8: replace hardware.
85841	SK0-355 Skyland Dormitory E	2013	Missing door panels at CA RM 1: replace missing panels.
85841	SK0-355 Skyland Dormitory E	2013	Damaged threshold at CA RM 3: replace.
85841	SK0-355 Skyland Dormitory E	2013	Mis-shapen gutters, north elevation: replace to operable condition.
85841	SK0-355 Skyland Dormitory E	2013	Downspout at northwest corner missing elbow at base: replace.
85841	SK0-355 Skyland Dormitory E	2013	Downspout at north elevation is damaged and missing component: replace.
85841	SK0-355 Skyland Dormitory E	2014	Cracked concrete at exterior walkway at SE corner: patch concrete.
85841	SK0-355 Skyland Dormitory E	2014	Asphalt walkway at east, south, west elevations is uneven, hazardous condition: repair/replace
85841	SK0-355 Skyland Dormitory E	2015	Concrete landing at grade at CA RMs 3, 1 (Units 3 & 4 respectively) slopes toward building: remove and replace.
85841	SK0-355 Skyland Dormitory E	2015	Concrete slab is cracked, east elevation: repair.
85841	SK0-355 Skyland Dormitory E	2016	Open seams in plywood wall at CA RM 9: patch open seams.
85841	SK0-355 Skyland Dormitory E	2016	Large split seam in plywood ceiling of CA RM 9: patch seams with sufficient material.
85841	SK0-355 Skyland Dormitory E	2016	Delaminated face veneer of door at CA RM 9: replace.
85841	SK0-355 Skyland Dormitory E	2016	Damaged rubber tread at stairs up to CA RM 12: replace all rubber tread.
85841	SK0-355 Skyland Dormitory E	2016	VCT flooring is cracked at CA RMs 9, 14 and peeling at CA RMs 2, 3A, 5: replace.
85843	SK0-367 Skyland Dormitory F	2013	Downspouts lack splash blocks, causing soil erosion and CMU damage: provide splash blocks.
85843	SK0-367 Skyland Dormitory F	2013	Damaged exterior door threshold at CA RM 8: replace threshold.
85843	SK0-367 Skyland Dormitory F	2013	Mis-shapened gutters, north elevation: replace.
85843	SK0-367 Skyland Dormitory F	2014	Deteriorated asphalt concrete paved walkway at east, north, west elevations is uneven, hazardous condition: overlay walkways.
85843	SK0-367 Skyland Dormitory F	2015	Washed out soil around foundation, northwest corner: replace with soil and gravel, and create positive drainage.
85843	SK0-367 Skyland Dormitory F	2016	Deteriorated rubber base at CA RMs 2, 5, 6: replace rubber base.
85843	SK0-367 Skyland Dormitory F	2016	Damaged VCT flooring at CA RMs 5, 3, 6: replace.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Dryot at 4x post: repair or replace.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Cracked and loose 5" clapboard siding at SW corner: replace horizontal boards.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Split horizontal clapboard siding at north elevation: remove, replace and reinstall clapboard siding.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Damaged horizontal boards, south elevation: replace damaged vertical boards.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Three (3) missing 4x4 wood posts at north elevation: provide and install three new posts.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Three (3) missing 4x4 wood posts at north elevation: provide and install three new posts.
85837	SK0-368 Skyland Vending Machine Shelter	2013	Weak plywood door: reattach loose hinges and replace every 4-5 years.
85945	SK0-369 Skyland Storage Shed	2013	4x4 post resting on dirt, rotting at SE corner of open shed: dutchman repair/replace.
85945	SK0-369 Skyland Storage Shed	2013	Broken 2x4 exposed roof framing at open shed: replace in conjunction w/ roof covering replacement.
85945	SK0-369 Skyland Storage Shed	2013	Plywood siding delaminating at S, E elevations: replace.
85945	SK0-369 Skyland Storage Shed	2013	Mold on exposed sheathing at open shed: clean.

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85945	SK0-369 Skyland Storage Shed	2013	Insufficient clearance, siding in ground contact leading to rot: regrade S and E elevations.
85947	SK0-376 Skyland Maintenance/Utility Building	2013	Missing batten at E elevation: replace.
85947	SK0-376 Skyland Maintenance/Utility Building	2013	Broken window pane at CA RM 3: replace glass.
85947	SK0-376 Skyland Maintenance/Utility Building	2013	Lockset difficult to operate at exterior door in CA RM 3: replace hardware.
85947	SK0-376 Skyland Maintenance/Utility Building	2013	Multiple holes and breaks at garage door in CA RM 1: replace Fiberglass roll-down garage door 12'x10'
85947	SK0-376 Skyland Maintenance/Utility Building	2013	Roof sheathing water damaged at CA RM 4: repair metal roofing and replace damaged sheathing.
85947	SK0-376 Skyland Maintenance/Utility Building	2013	Wood siding rotted at base where in contact with earth at N, E, and W elevations: evaluate and repair.
85947	SK0-376 Skyland Maintenance/Utility Building	2014	Broken tread at interior wood stair in CA RM 1: replace.
85947	SK0-376 Skyland Maintenance/Utility Building	2016	Insulation falling from ceiling in CA RM 3: reattach.
90958	SK0-377 Skyland Franklin Lodging	2013	Stripped and unpainted wood trim at E elevation cupping, cracking: paint/stain/replace.
90958	SK0-377 Skyland Franklin Lodging	2013	Wood siding at S elevation cracked, split: replace.
90958	SK0-377 Skyland Franklin Lodging	2013	Window hardware deteriorated at CA RM 1: replace.
90958	SK0-377 Skyland Franklin Lodging	2013	Window screen at CA RM 19 missing: replace.
90958	SK0-377 Skyland Franklin Lodging	2013	Screen doors at CA RMs 10, 22 deteriorated: replace.
90958	SK0-377 Skyland Franklin Lodging	2013	Door weatherstripping loose at CA RM 10: refasten.
90958	SK0-377 Skyland Franklin Lodging	2013	Downspouts drain to piers throughout: extend to grade, install splashblocks.
90958	SK0-377 Skyland Franklin Lodging	2013	New exposed eave boards are unfinished, covered in biological growth: clean and seal.
90958	SK0-377 Skyland Franklin Lodging	2015	Wide cracking at NE balcony pier: evaluate and repair. STRUCTURAL CONSULATION RECOMMENDED.
90958	SK0-377 Skyland Franklin Lodging	2016	Stairs CA RMs 37, 39 and 41 corroded: replace.
90958	SK0-377 Skyland Franklin Lodging	2016	Mirror missing/cracked at CA Rms 21, 24: replace.
90958	SK0-377 Skyland Franklin Lodging	2016	Steel framing at porches and balconies corroded: sandblast and paint.
90958	SK0-377 Skyland Franklin Lodging	2016	Expansion joint sealant failing at balcony decks: reinstall.
90958	SK0-377 Skyland Franklin Lodging	2016	Wall trim at sink countertops deteriorated throughout (64 LF): refinish.
90958	SK0-377 Skyland Franklin Lodging	2016	Asphalt at stair landings uneven, tripping hazard: replace.
85865	SK0-380 Skyland Warehouse Storage Shed	2013	Siding rotting at base due to insufficient clearance at grade: regrade perimeter and replace rotted siding.
85865	SK0-380 Skyland Warehouse Storage Shed	2013	Insufficient ventilation for gasoline storage: install vents at S and E elevations for cross-ventilation.
85865	SK0-380 Skyland Warehouse Storage Shed	2016	Ceiling panels detached and sagging: fasten.
85943	SK0-383 Skyland Storage Shed	2013	Large hole at SE corner of roof: replace roof framing and roof covering.
85943	SK0-383 Skyland Storage Shed	2013	Plywood sheathing missing or rotted at part of ceiling: replace in conjunction w/ roof covering replacement.
85943	SK0-383 Skyland Storage Shed	2014	Replace Roofing, roll asphalt (projected end of useful life)
85943	SK0-383 Skyland Storage Shed	2016	Areas of floor sheathing severely rotted: replace.
85948	SK0-386 Skyland Hay Storage Stable	2013	Delaminated plywood soffit at E elevation; replace.
85948	SK0-386 Skyland Hay Storage Stable	2013	E elevation doors bowed, do not securely close; replace in-kind, reuse overhead track and hardware.
85948	SK0-386 Skyland Hay Storage Stable	2013	Deteriorated base of board and batten siding due to inadequate clearance to grade at N, S & W elevations; remove 6" of siding at base and finish exposed CMU.
85940	SK0-389 Skyland Garbage Storage	2013	Exposed roof sheathing wet and sagging: replace.

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85940	SK0-389 Skyland Garbage Storage	2013	Metal frame at door corroded at top and base: replace frame and door.
85940	SK0-389 Skyland Garbage Storage	2013	Fascia rotted, damaged at E elevation: replace.
85940	SK0-389 Skyland Garbage Storage	2013	Step cracking at CMU on N, S, and E elevations, also visible at interior: evaluate and repair.
85940	SK0-389 Skyland Garbage Storage	2013	Screen soffit loose at N and E elevations: clean and refasten.
85940	SK0-389 Skyland Garbage Storage	2015	Broken CMU foundation (2 units) under slab at N elevation: fill/drypack.
85940	SK0-389 Skyland Garbage Storage	2015	Concrete slab cracked, aggregate is exposed, and drainage is poor: repair slab to good working condition, including drainage.
90955	SK0-395 Skyland Storage	2013	Plywood siding rotting at base from earth-wood contact: re-grade perimeter and replace rotted siding.
90955	SK0-395 Skyland Storage	2015	CMU pier at northwest corner failing: replace.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Split boards at south and east elevations: replace.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Cupping and splitting boards at southwest corner: replace or repair siding.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Missing door hardware in CA RM 2: replace w/ new classroom function lock.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Missing flashing, south elevation: replace.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Hole in siding from conduit, north elevation: patch.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Stair step crack on CMU wall, east elevation: repair and infill epoxy as req'd.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Efflorescence at CMU wall, east elevation: clean.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Door hardware is loose in CA RM 1: repair and tighten lock.
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	2013	Mossy growth on shingle, west side of roof: clean.
85821	SK0-40 Skyland Ash Cabin	2013	Gaps at siding butt joints at S elevation (2 LF): seal w/ visually compatible repairs- wood strips and plugs.
85821	SK0-40 Skyland Ash Cabin	2013	Large knotholes allow moisture to underlying wood and CMU: seal w/ visually compatible repairs- wood strips and plugs.
85821	SK0-40 Skyland Ash Cabin	2013	Deteriorated finish at window sills (4 LF at 6 windows): refinish sills.
85821	SK0-40 Skyland Ash Cabin	2013	Missing hardware at window: Add hardware to keep window open.
85821	SK0-40 Skyland Ash Cabin	2013	Original 6 lite casement at CA RM 2 doesn't close properly in frame: Rehang window.
85821	SK0-40 Skyland Ash Cabin	2013	Lower boards wet by rain splash (30 LF): install gutter.
85821	SK0-40 Skyland Ash Cabin	2013	Broken fascia board at rake, east elevation: patch.
85821	SK0-40 Skyland Ash Cabin	2013	Split in barge board trim (1x8 wood), west elevation: repair split.
85821	SK0-40 Skyland Ash Cabin	2013	Plywood on enclosure shed is dry-rotted, especially at base: replace plywood siding.
85821	SK0-40 Skyland Ash Cabin	2013	1 unit (12 LF) of replacement board on west elevation is deteriorated: replace.
85821	SK0-40 Skyland Ash Cabin	2013	Ext door trim is missing at glazed lite at CA RM 4, north elevation- west end: replace and repair door trim to match existing (1 LF).
85821	SK0-40 Skyland Ash Cabin	2013	Rotting wood trim at base of crawlspace access door, north elevation: replace.
85821	SK0-40 Skyland Ash Cabin	2013	Connection to drain pipe missing (2 LF), northeast corner: replace.

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85821	SK0-40 Skyland Ash Cabin	2013	Rusted sheet metal flashing (4 LF) at water heater shed roofing, south elevation: replace.
85821	SK0-40 Skyland Ash Cabin	2015	Crack at SE corner (2 LF): rejoin.
85821	SK0-40 Skyland Ash Cabin	2015	Crack at NE corner (5 LF): repair
85821	SK0-40 Skyland Ash Cabin	2015	Foundation vent blocked on east and west elevations: remove block at least one location and replace with metal screen.
85821	SK0-40 Skyland Ash Cabin	2016	Dry rot, water damage at bottom of flr sheathing at CA Rm 2: Remove and replace all damaged subflooring and sheet vinyl flooring in room.
85821	SK0-40 Skyland Ash Cabin	2016	Insufficient clearance between grade and stair stringers / post at porch at CA RM 1: evaluate and repair.
85825	SK0-41 Skyland Hemlock Cabin	2013	Split boards, all elevations: reattach and re nail historic boards.
85825	SK0-41 Skyland Hemlock Cabin	2013	Deteriorated windows sills, 5 locations, north and south elevations: repair.
85825	SK0-41 Skyland Hemlock Cabin	2013	Deteriorated bottom of wood window trim, various locations at north elevation: repair.
85825	SK0-41 Skyland Hemlock Cabin	2013	Deteriorated interior windows sills at CA RMS 1, 5 (6 locations), north and south elevations: refinish all sills.
85825	SK0-41 Skyland Hemlock Cabin	2013	Double-hung windows in CA RMs 1&5 difficult to operate / do not stay in open position: refurbish.
85825	SK0-41 Skyland Hemlock Cabin	2013	Dryrotted wood barge boards at each gable end, west elevation: repair.
85825	SK0-41 Skyland Hemlock Cabin	2013	Wood sill deteriorated at north wall plate: replace sill plate.
85825	SK0-41 Skyland Hemlock Cabin	2013	Broken window sash in CA RM 2, north elevation: replace sash.
85825	SK0-41 Skyland Hemlock Cabin	2013	Dryrotted enclosure shed plywood door, south elevation: replace door.
85825	SK0-41 Skyland Hemlock Cabin	2013	Damaged wood screen door to CA RM 5, west elevation: replace.
85825	SK0-41 Skyland Hemlock Cabin	2015	Cracks at CMU joints at north and west elevations: repair and repoint.
85825	SK0-41 Skyland Hemlock Cabin	2015	Block foundation at NW corner out of plane, south elevation: reset foundation.
85825	SK0-41 Skyland Hemlock Cabin	2015	Drainage problems at water heater closet, north elevation: fill in around and create positive drainage away from enclosure.
85825	SK0-41 Skyland Hemlock Cabin	2015	Insufficient clearance beneath floor for clearance at grade: excavate.
85825	SK0-41 Skyland Hemlock Cabin	2015	Wood floor at exterior storage structure doesn't have enough clearance to grade: raise structure
85825	SK0-41 Skyland Hemlock Cabin	2016	Insufficient clearance beneath wood stair to finish asphalt grade, west and east elevations (3 LF each): evaluate and repair.
85823	SK0-42 Skyland Dogwood Cabin	2013	Deteriorated window sills (5 total, 25 LF) at north elevation: stain/paint.
85823	SK0-42 Skyland Dogwood Cabin	2013	Double-hung windows in CA RMs 1&5 difficult to operate / do not stay in open position: refurbish.
85823	SK0-42 Skyland Dogwood Cabin	2013	Inadequate sealant at all windows, typical (8 locations): install sealant at wall joints.
85823	SK0-42 Skyland Dogwood Cabin	2013	Displaced wood stop (7 LF) at entry door to CA RM 5: reset.
85823	SK0-42 Skyland Dogwood Cabin	2013	Split sheathing at gable, east elevation: replace one board.
85823	SK0-42 Skyland Dogwood Cabin	2013	Dry rot at 2x4 trim corner boards at 2 locations (SE and SW corners): remove and replace wood trim pieces in kind.
85823	SK0-42 Skyland Dogwood Cabin	2013	Damaged siding board at bottom south elevation, entire length: replace in kind.
85823	SK0-42 Skyland Dogwood Cabin	2013	Dry rot at sill plate, south elevation: remove and replace wood in kind.

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85823	SK0-42 Skyland Dogwood Cabin	2013	2x6 post at water heater enclosure needs to be replaced, north elevation: replace with new post.
85823	SK0-42 Skyland Dogwood Cabin	2013	Deteriorated window trim at either side of western-most window, north elevation: replace.
85823	SK0-42 Skyland Dogwood Cabin	2013	Cracked / loose bottom rail, and upper plex-glass in poor condition, CA RM 2: replace upper plexi-glass, rebuild bottom rail and tighten hinges to allow better closure.
85823	SK0-42 Skyland Dogwood Cabin	2013	Split interior sill at North window in CA RM 1: replace.
85823	SK0-42 Skyland Dogwood Cabin	2013	Missing/broken door latches, entry doors to CA RMS 1&5: replace.
85823	SK0-42 Skyland Dogwood Cabin	2013	Rusted flashing at water heater enclosure, north elevation: replace flashing.
85823	SK0-42 Skyland Dogwood Cabin	2013	Missing 4 gutter hangers, north elevation: replace hangers.
85823	SK0-42 Skyland Dogwood Cabin	2013	Rusted flashing at water heater enclosure, north elevation: replace.
85823	SK0-42 Skyland Dogwood Cabin	2013	Insufficient clearance between grade and stud wall framing: evaluate and repair.
85823	SK0-42 Skyland Dogwood Cabin	2015	Cracks in CMU stemwalls, various locations at N, E, and W elevations: repair.
85823	SK0-42 Skyland Dogwood Cabin	2015	Soil washout from pier footing, northeast corner of northeast porch: fill.
85823	SK0-42 Skyland Dogwood Cabin	2016	2x8 joists cut at plumbing pipe penetration under CA RMs 2 and 3: repair.
85823	SK0-42 Skyland Dogwood Cabin	2016	Poorly caulked joint at wall/ clg paneling joint, CA RM 1: recaulk.
85823	SK0-42 Skyland Dogwood Cabin	2016	Soft subfloor and damaged sheet vinyl at CA RM 3: replace all.
85823	SK0-42 Skyland Dogwood Cabin	2016	Insufficient clearance between grade and stair stringers / post at NW and NE porch stairs: evaluate and repair.
85823	SK0-42 Skyland Dogwood Cabin	2016	Post and stringer have no positive connection: evaluate and repair.
85824	SK0-43 Skyland Wildwood Cabin	2013	Deteriorated wood window sills at N and W elevations: repair and finish to match adjacent trim.
85824	SK0-43 Skyland Wildwood Cabin	2013	Deteriorated wood window casing at S elevation: repair and finish to match adjacent trim.
85824	SK0-43 Skyland Wildwood Cabin	2013	Deteriorated finish at interior wood window sills, CA RM 1 and 6: refinish.
85824	SK0-43 Skyland Wildwood Cabin	2013	Loose gutter: renaill to fascia / repair gutter straps.
85824	SK0-43 Skyland Wildwood Cabin	2013	Downspouts empty too close to bldg: extend RWL 3 LF and install (1) splash block.
85824	SK0-43 Skyland Wildwood Cabin	2013	Deteriorated horizontal wood siding boards at S elevation, near window: replace in-kind and finish to match adjacent.
85824	SK0-43 Skyland Wildwood Cabin	2013	Cracked wood window sill at W elevation: replace.
85824	SK0-43 Skyland Wildwood Cabin	2013	Deteriorated wood window screen at S elevation, CA RM 4 (bathroom); replace window and hardware in-kind.
85824	SK0-43 Skyland Wildwood Cabin	2013	Deteriorated wood casement sash at S elevation, CA RM 4 (bathroom); replace window and hardware in-kind.
85824	SK0-43 Skyland Wildwood Cabin	2013	Corroded sheet metal flashing at water heater shed, west elevation; replace.
85824	SK0-43 Skyland Wildwood Cabin	2013	Split in 2x6 wood top rail at SW stair (CA RM 8): replace in-kind and finish to match adjacent.
85824	SK0-43 Skyland Wildwood Cabin	2015	Crack in CMU wall at W elevation; near CA RM 7: evaluate and repair.
85824	SK0-43 Skyland Wildwood Cabin	2015	Foundation vent blocked on S elevation: make operable at 1 location.
85824	SK0-43 Skyland Wildwood Cabin	2016	Deteriorated wood deck boards at SW porch (CA RM 8): replace in-kind and finish to match adjacent.

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85824	SK0-43 Skyland Wildwood Cabin	2016	Water-damaged subfloor near shower, CA RM 4 (bathroom): remove and replace all plywood subflooring and vinyl finish flooring in room.
85824	SK0-43 Skyland Wildwood Cabin	2016	Missing latch to hall door, CA RM 1: replace.
85824	SK0-43 Skyland Wildwood Cabin	2016	Insufficient clearance between grade and wood stair: evaluate and repair.
85822	SK0-44 Skyland Maple Cabin	2013	Deteriorated window sills (7 total), building interior: refinish all.
85822	SK0-44 Skyland Maple Cabin	2013	Sash split at window and will not open, CA RM 5: repair bottom rail.
85822	SK0-44 Skyland Maple Cabin	2013	Damaged door trim at northern door, west elevation (to CA RM 6 / Unit 58): repair/ consolidate trim.
85822	SK0-44 Skyland Maple Cabin	2013	Broken barge board at gable, N elevation: repair.
85822	SK0-44 Skyland Maple Cabin	2013	Deteriorated wood siding damaged from earth/wood contact, east elevation: replace boards to match existing.
85822	SK0-44 Skyland Maple Cabin	2013	Broken sash lock at window in CA RM 1: replace.
85822	SK0-44 Skyland Maple Cabin	2013	Broken glazing pane at window in CA RM 6: replace single glaze pane.
85822	SK0-44 Skyland Maple Cabin	2013	Split top rail of bottom sash at CA RM 6: replace.
85822	SK0-44 Skyland Maple Cabin	2013	Dry rot at base of access panel door, west elevation: remove and replace damaged wood.
85822	SK0-44 Skyland Maple Cabin	2015	CMU pier supporting porch CA RM 8 is shifted at base, southwest corner: remove and replace CMU pier.
85822	SK0-44 Skyland Maple Cabin	2015	Crack in CMU stemwall, W elevation: repair
85822	SK0-44 Skyland Maple Cabin	2015	Foundation vents blocked on north and south elevations: remove panel and replace with metal screen.
85822	SK0-44 Skyland Maple Cabin	2016	Dry rot at sill plate under wall at west elevation: remove and replace wood.
85822	SK0-44 Skyland Maple Cabin	2016	Small hole in door at CA RM 6, room side: replace door.
85822	SK0-44 Skyland Maple Cabin	2016	Split /cracked vinyl flooring and water-damaged subfloors, CA RMs 2&5: remove and replace subfloor and vinyl flooring.
85822	SK0-44 Skyland Maple Cabin	2016	Insufficient clearance between grade and stair stringers / post at porches: install concrete bottom tread (2 at 4 SF each).
85864	SK11-01 Skyland Fell Cabin	2013	Rotted wood siding at grade on N elevation: replace and improve site drainage at N elevation.
85864	SK11-01 Skyland Fell Cabin	2013	Wood siding rotted at base of E and S elevations due to poor drainage: excavate to foundations, install drainage feature, and replace siding.
85864	SK11-01 Skyland Fell Cabin	2013	Rotting wood window sills at N and W elevations: repair/replace.
85864	SK11-01 Skyland Fell Cabin	2013	Rotting door threshold at W elevation (at CA RM 6): replace.
85864	SK11-01 Skyland Fell Cabin	2013	Cracked mortar at stone chimney on E elevation: re-point.
85864	SK11-01 Skyland Fell Cabin	2013	Casement windows at NE corner do not close: evaluate and repair to appropriate fit in frame.
85864	SK11-01 Skyland Fell Cabin	2013	Rotting wood window sills, frames, and trim at S elevation: repair.
85864	SK11-01 Skyland Fell Cabin	2013	Failing and missing window putty, hardware at historic windows in CA RM 1, 2, 5, 6, 8, 11, 14 (20 windows total): rehabilitate.
85864	SK11-01 Skyland Fell Cabin	2013	Doors at W elevation (at CA RM 6, 17) are weathered and split: rehabilitate.
85864	SK11-01 Skyland Fell Cabin	2013	Detached section of stone retaining wall at N end, near NE corner of building: rebuild.
85864	SK11-01 Skyland Fell Cabin	2013	Cracking at stone retaining wall at W elevation: evaluate and repair. STRUCTURAL CONSULATION RECOMMENDED.
85864	SK11-01 Skyland Fell Cabin	2015	Wood log posts at foundations rotting (6): replace w/ wood post on concrete pier.

FMSS Code	Asset Description	Year	Work Description
85864	SK11-01 Skyland Fell Cabin	2015	Structural cracks at CMU stem walls at W elevation: evaluate and repair. STRUCTURAL CONSULTATION RECOMMENDED.
85864	SK11-01 Skyland Fell Cabin	2015	Crack at CMU foundations at N elevation: evaluate and repair.
85864	SK11-01 Skyland Fell Cabin	2015	Floor slopes in many locations: foundations should be upgraded, coordinate with site regrading.
85864	SK11-01 Skyland Fell Cabin	2016	Inadequate bearing on landing posts, split wood, and loose connections at framing members at porch on N elevation: rebuild, coordinate with site regrading.
85864	SK11-01 Skyland Fell Cabin	2016	Missing lock set at door to CA RM 16: provide and install.
85864	SK11-01 Skyland Fell Cabin	2016	Scrapes and water stains at areas of oak floor in CA RM 1, 2, 3, 8, 11: refinish floors.
85864	SK11-01 Skyland Fell Cabin	2016	Broken board at floor in CA RM 3: repair.
85864	SK11-01 Skyland Fell Cabin	2016	Dry rot at one side of door to CA RM 18: replace.
85864	SK11-01 Skyland Fell Cabin	2016	Masonite paneling damaged and detaching from wall at multiple locations in CA RM 5: replace all.
85864	SK11-01 Skyland Fell Cabin	2016	Resilient floor water damaged and peeling up at CA RM 13: replace all.
85864	SK11-01 Skyland Fell Cabin	2016	Insufficient clearance between grade and wood stair, N and W elevations, rotting
85863	SK11-09 Skyland Trout Cabin	2013	Rot at wood siding at W elevation: replace in kind.
85863	SK11-09 Skyland Trout Cabin	2013	Cracked and rotting window sills at N, E, S, and W elevations: evaluate and repair or replace.
85863	SK11-09 Skyland Trout Cabin	2013	Missing or broken window hardware at CA RM 4, 8, 9: replace.
85863	SK11-09 Skyland Trout Cabin	2013	Deteriorated hinges at access door on S elevation: replace 2 hinges.
85863	SK11-09 Skyland Trout Cabin	2013	Delaminated access door at N elevation: replace one 2'x3'-4" plywood door.
85863	SK11-09 Skyland Trout Cabin	2013	Dry rot at exposed rafter tails at N end of W elevation: Dutchman repair.
85863	SK11-09 Skyland Trout Cabin	2013	Historic window screens warped or damaged at CA RM 1, 4, 6, 7: rehabilitate or rebuild to operable condition.
85863	SK11-09 Skyland Trout Cabin	2013	Missing and loose shingles at roof ridge: replace or reattach.
85863	SK11-09 Skyland Trout Cabin	2013	Loose flashing at W side of N porch: reattach, in conjunction w/ replacement of deteriorated fascia.
85863	SK11-09 Skyland Trout Cabin	2015	CMU piers and skirt walls not tied together, multiple cracks, spalls and areas of displacement at skirt walls: rebuild all CMU foundations.
85863	SK11-09 Skyland Trout Cabin	2015	3 piers at N porch (CA RM 12) cracked or displaced out of plumb and missing connections to floor framing: rebuild and attach to porch framing.
85863	SK11-09 Skyland Trout Cabin	2015	Insufficient clearance between grade and wood stair, at N and W porch stairs (10 SF total): evaluate and repair.
85863	SK11-09 Skyland Trout Cabin	2016	Resilient flooring loose under sink at CA RM 7: reattach.
85863	SK11-09 Skyland Trout Cabin	2016	Wood latch at strike side of bathroom door at CA RM 4 inoperable: replace.
85863	SK11-09 Skyland Trout Cabin	2016	Broken latch and misaligned hinge at bathroom door in CA RM 1: replace and reset.
85863	SK11-09 Skyland Trout Cabin	2016	Wood 1x4 trim chipped and damaged at S door in CA RM 10: replace.
85863	SK11-09 Skyland Trout Cabin	2016	Water damaged plywood paneling at E wall of CA RM 9: replace.
85863	SK11-09 Skyland Trout Cabin	2016	Missing quarter round trim at shower in CA RM 5: replace with non-absorbent material.
85863	SK11-09 Skyland Trout Cabin	2016	Rotting wood trim at shower in CA RM 2: replace with non-absorbent material.

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85863	SK11-09 Skyland Trout Cabin	2016	Warped and water-damaged plywood panels at CA RM 4: replace and investigate possible roof leak.
85863	SK11-09 Skyland Trout Cabin	2016	Warped plywood panels above shower at CA RM 7: replace.
85862	SK11-10 Skyland Vollmer Cabin	2013	Sagging and missing roof rafters at E elevation: evaluate and repair or replace.
85862	SK11-10 Skyland Vollmer Cabin	2013	Cracked, rotting shingles across base of wall at N elevation and at smaller areas on E, W elevations: replace.
85862	SK11-10 Skyland Vollmer Cabin	2013	Screen torn at N elevation: replace one 3'x4.5' screen
85862	SK11-10 Skyland Vollmer Cabin	2013	Glazing stops broken at door at CA RM 2: replace 4 stops.
85862	SK11-10 Skyland Vollmer Cabin	2013	Broken hinge at crawl space door at W elevation: replace.
85862	SK11-10 Skyland Vollmer Cabin	2013	Edges of shingles not stained, inadequate shingle lap at S elevation: re-shingle entire elevation.
85862	SK11-10 Skyland Vollmer Cabin	2013	Historic windows deteriorating and difficult to open: rehabilitate to good operating condition.
85862	SK11-10 Skyland Vollmer Cabin	2015	Floor slopes at S wall of CA RM 1 due to settled CMU pier foundation: repair pier.
85862	SK11-10 Skyland Vollmer Cabin	2015	Inadequate floor framing clearance to grade: re-grade crawl space at S elevation.
85862	SK11-10 Skyland Vollmer Cabin	2016	Resilient flooring lifting at exterior door threshold at CA RM 2 and base of shower at CA RM 3: repair.
85862	SK11-10 Skyland Vollmer Cabin	2016	Insufficient clearance between grade and wood stair; Bottom step deteriorating at both staircases on W elevation due to earth-wood contact (20 SF): evaluate and repair.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Wood shingles missing, broken, warped or loose at N, S and E elevations: replace or reattach.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Bark shingles missing at N elevation: replace in kind.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Replace Ext paint/stain (projected end of useful life)
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Split wood at exterior window sill on E elevation: replace.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Dry rot in 3 locations at exposed rafter ends on S elevation: evaluate and repair.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Bark shingle loose at N elevation: reattach.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Dry rot at sill and gaps in frame at casement window pair on S elevation: install weather-stripping and repair sill.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Historic windows difficult to operate, with corroded hardware at some locations (7 EA): rehabilitate to operable condition (60 SF).
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Access door at E elevation does not open: reset frame.
85861	SK11-16 Skyland Byrd's Nest Cabin	2013	Lower panel at screen door torn: replace (5 SF).
85861	SK11-16 Skyland Byrd's Nest Cabin	2014	Service entrance panel does not have main breaker: install 125A enclosed circuit breaker between electric meter and panel.
85861	SK11-16 Skyland Byrd's Nest Cabin	2016	Loss of adhesion at kitchen floor (CA RM 4) below sink: reattach.
85861	SK11-16 Skyland Byrd's Nest Cabin	2016	Crack at fireplace in CA RM 3: repoint.
85861	SK11-16 Skyland Byrd's Nest Cabin	2016	Insufficient clearance between grade and wood stair; Splits and dry rot at first step of wood entrance stairs to N porch (8 SF): evaluate and repair to eliminate earth-wood contact.
85860	SK11-20 Skyland Peak View Cabin	2013	Rotted wood siding at grade at S, N elevation: replace.
85860	SK11-20 Skyland Peak View Cabin	2013	Deteriorated wood window sill at E elevation, N window: replace (3") sill.
85860	SK11-20 Skyland Peak View Cabin	2013	Broken pane of frosted glass at CA RM 2: replace.
85860	SK11-20 Skyland Peak View Cabin	2013	Failed sealant at E, S, W elevations: remove and repair at splits in siding and gaps around windows.
85860	SK11-20 Skyland Peak View Cabin	2013	Deteriorating wood siding at grade on N, S elevations: improve perimeter drainage.

FMSS Code	Asset Description	Year	Work Description
85860	SK11-20 Skyland Peak View Cabin	2013	Wood windows at CA RM 3 have exposed wood and minor deterioration: prepare, paint, and generally rehabilitate 2 windows (8 SF).
85860	SK11-20 Skyland Peak View Cabin	2013	Wood window (4 SF) at CA RM 5 is painted shut: make operable.
85860	SK11-20 Skyland Peak View Cabin	2013	Sheet metal flashing loose at S elevation: reattach or replace.
85860	SK11-20 Skyland Peak View Cabin	2013	Insufficient clearance between 6x6 Posts at porches (CA RM 1, 7) and grade: evaluate and repair to ensure no earth-to-wood contact.
85860	SK11-20 Skyland Peak View Cabin	2015	Settlement crack at CMU stem wall at E elevation: evaluate and repair.
85860	SK11-20 Skyland Peak View Cabin	2016	Soft spots in board at entrance stair (at CA RM 1): replace.
85860	SK11-20 Skyland Peak View Cabin	2016	Water infiltration at N wall in CA RM 4: repair gyp bd clg, coordinating work w/ roof repairs.
85860	SK11-20 Skyland Peak View Cabin	2016	Buckling around shower enclosure and below sink at CA RM 2: install non-absorptive base and replace all subflooring and resilient finish flooring in room.
85860	SK11-20 Skyland Peak View Cabin	2016	Floor joists too close to grade at SW corner: regrade to provide sufficient clearance.
85859	SK11-22 Skyland Pine Grove Cabin	2013	Cracked pane and missing latch at window at E elevation at CA RM 4: replace.
85859	SK11-22 Skyland Pine Grove Cabin	2013	Exposed roof sheathing at soffit deteriorating at all elevations and front porch (CA RM 3): prepare and paint/stain all.
85859	SK11-22 Skyland Pine Grove Cabin	2013	Earth-wood contact leading to deterioration at 6x6 posts (6 EA) below front porch (CA RM3): evaluate and repair.
85859	SK11-22 Skyland Pine Grove Cabin	2013	Cracked glass and deteriorated wood at base of window sash at S elevation: evaluate and repair.
85859	SK11-22 Skyland Pine Grove Cabin	2013	Gaps at shingles at NE, SE, and SW corners: reset shingles at roof hip ridges.
85859	SK11-22 Skyland Pine Grove Cabin	2013	Torn panels (2) at screen door at CA RM 3: replace (3 SF).
85859	SK11-22 Skyland Pine Grove Cabin	2013	Missing and broken wood fascia boards at N and E elevations (40 LF): replace.
85859	SK11-22 Skyland Pine Grove Cabin	2015	CMU piers not tied to skirt walls and are separating and collapsing: rebuild piers
85859	SK11-22 Skyland Pine Grove Cabin	2016	Hole at door to CA RM 5: replace leaf and door stop.
85859	SK11-22 Skyland Pine Grove Cabin	2016	Insufficient clearance between grade and wood stair; Bottom wood tread at front porch stairs deteriorating due to contact with earth (10 SF): evaluate and repair.
85858	SK11-42 Skyland Whispering Pines Cabin	2013	N and S exterior walls leaning, entire building has substantial rack: add diagonal bracing and framing or otherwise ensure structural stability. STRUCTURAL CONSULTATION RECOMMENDED
85858	SK11-42 Skyland Whispering Pines Cabin	2013	Deteriorating wood siding at grade on N, S, W elevations: improve perimeter site drainage and repair siding.
85858	SK11-42 Skyland Whispering Pines Cabin	2013	Inappropriate sealant repairs to historic wood siding at S and W elevations: remove previous sealant and repair.
85858	SK11-42 Skyland Whispering Pines Cabin	2013	Deteriorating wood siding at SW corner due to earth-wood contact: repair.
85858	SK11-42 Skyland Whispering Pines Cabin	2013	Damaged window sill at E elevation (CA RM 2): repair.
85858	SK11-42 Skyland Whispering Pines Cabin	2013	Double-hung wood windows (11 units) at CA RM 2, 3, and 5 are deteriorated: rehabilitate to good working condition.
85858	SK11-42 Skyland Whispering Pines Cabin	2013	Ferrous hinges at door at CA RM 4 beginning to rust: replace with non-corrosive metal.
85858	SK11-42 Skyland Whispering Pines Cabin	2016	Gap at joint between shower and wall: install non-absorptive material where missing.
85858	SK11-42 Skyland Whispering Pines Cabin	2016	Exposed seam at gypboard ceiling in CA RM 3: repair to uniform finish.

FMSS Code	Asset Description	Year	Work Description
85858	SK11-42 Skyland Whispering Pines Cabin	2016	Insufficient clearance between grade and wood stair; Bottom step deteriorating at stair at CA RM 4 due to earth-wood contact (4 SF): evaluate and repair.
85858	SK11-42 Skyland Whispering Pines Cabin	2016	Asphalt ramp at entrance to Guest Unit is not ADA Code compliant: fill gap between wood floor and asphalt ramp.

FMSS Code	Asset Description	Work Description
Big Meadows		
85930	BM0-114 Big Meadows Lodge	Replace Flooring, resilient (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Replace Fire alarm system (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Replace Exhaust fan - general (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Replace Smoke detector - battery (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Roofing, lightweight concrete shingles - Inspect roof coverings and flashing semiannually
85930	BM0-114 Big Meadows Lodge	Roofing, metal - Inspect roof coverings and flashing semiannually
85930	BM0-114 Big Meadows Lodge	Roofing, single ply membrane at Terrace - Inspect roof coverings and flashing semiannually
85930	BM0-114 Big Meadows Lodge	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85930	BM0-114 Big Meadows Lodge	Gutters/downspouts, copper - Clear debris, semiannually
85930	BM0-114 Big Meadows Lodge	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply
85930	BM0-114 Big Meadows Lodge	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply
85930	BM0-114 Big Meadows Lodge	Storage tank, domestic hot water, hot water generator - Drain / refill
85930	BM0-114 Big Meadows Lodge	Recirculating pump - Drain / refill
85930	BM0-114 Big Meadows Lodge	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85930	BM0-114 Big Meadows Lodge	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85930	BM0-114 Big Meadows Lodge	Grease interceptor - Drain to minimal level
85930	BM0-114 Big Meadows Lodge	Gas/oil fired boiler - Drain and shut off fuel supply
85930	BM0-114 Big Meadows Lodge	Recirculating pump - Drain / refill
85930	BM0-114 Big Meadows Lodge	Replace Int paint/stain (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Replace Floor paint/stain (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Replace Carpet (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Replace Clg paint/stain (projected end of useful life)
85930	BM0-114 Big Meadows Lodge	Smoke detector - battery - Check and replace battery biannually
85915	BM0-115 Big Meadows Piedmont Cottage	Replace Exhaust fan - bathroom (projected end of useful life)
85915	BM0-115 Big Meadows Piedmont Cottage	Replace Smoke detector - battery (projected end of useful life)
85915	BM0-115 Big Meadows Piedmont Cottage	Chimney,stone - Clean chimney
85915	BM0-115 Big Meadows Piedmont Cottage	Gutters/downspouts, copper - Clear debris, semiannually
85915	BM0-115 Big Meadows Piedmont Cottage	Roofing, phenolic composition shingles - Inspect roof coverings and flashing semiannually
85915	BM0-115 Big Meadows Piedmont Cottage	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85915	BM0-115 Big Meadows Piedmont Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85915	BM0-115 Big Meadows Piedmont Cottage	Replace Int paint/stain (projected end of useful life)
85915	BM0-115 Big Meadows Piedmont Cottage	Replace Carpet (projected end of useful life)
85915	BM0-115 Big Meadows Piedmont Cottage	Replace Clg paint/stain (projected end of useful life)
85915	BM0-115 Big Meadows Piedmont Cottage	Smoke detector - battery - Check and replace battery biannually
85914	BM0-116 Big Meadows Blackrock Cottage	Replace Exhaust fan - bathroom (projected end of useful life)
85914	BM0-116 Big Meadows Blackrock Cottage	Replace Smoke detector - battery (projected end of useful life)
85914	BM0-116 Big Meadows Blackrock Cottage	Chimney,stone - Clean chimney
85914	BM0-116 Big Meadows Blackrock Cottage	Roofing, phenolic composition shingles - Inspect roof coverings and flashing semiannually
85914	BM0-116 Big Meadows Blackrock Cottage	Gutters/downspouts, copper - Clear debris, semiannually
85914	BM0-116 Big Meadows Blackrock Cottage	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85914	BM0-116 Big Meadows Blackrock Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85914	BM0-116 Big Meadows Blackrock Cottage	Replace Ext paint/stain (projected end of useful life)
85914	BM0-116 Big Meadows Blackrock Cottage	Replace Int paint/stain (projected end of useful life)
85914	BM0-116 Big Meadows Blackrock Cottage	Replace Carpet (projected end of useful life)
85914	BM0-116 Big Meadows Blackrock Cottage	Smoke detector - battery - Check and replace battery biannually

FMSS Code	Asset Description	Work Description
85912	BM0-117 Big Meadow Hawksbill Cottage	Replace Exhaust fan - bathroom (projected end of useful life)
85912	BM0-117 Big Meadow Hawksbill Cottage	Replace Smoke detector - battery (projected end of useful life)
85912	BM0-117 Big Meadow Hawksbill Cottage	Chimney,stone - Clean chimney
85912	BM0-117 Big Meadow Hawksbill Cottage	Gutters/downspouts, copper - Clear debris, semiannually
85912	BM0-117 Big Meadow Hawksbill Cottage	Roofing, phenolic composition shingles - Inspect roof coverings and flashing semiannually
85912	BM0-117 Big Meadow Hawksbill Cottage	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85912	BM0-117 Big Meadow Hawksbill Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85912	BM0-117 Big Meadow Hawksbill Cottage	Replace Int paint/stain (projected end of useful life)
85912	BM0-117 Big Meadow Hawksbill Cottage	Replace Carpet (projected end of useful life)
85912	BM0-117 Big Meadow Hawksbill Cottage	Replace Clg paint/stain (projected end of useful life)
85912	BM0-117 Big Meadow Hawksbill Cottage	Smoke detector - battery - Check and replace battery biannually
85919	BM0-118 Big Meadows Double Top Cottage	Replace Metal windows, fixed (projected end of useful life)
85919	BM0-118 Big Meadows Double Top Cottage	Replace Roofing, built up roof (projected end of useful life)
85919	BM0-118 Big Meadows Double Top Cottage	Replace Smoke detector - battery (projected end of useful life)
85919	BM0-118 Big Meadows Double Top Cottage	Gutters/downspouts, copper - Clear debris, semiannually
85919	BM0-118 Big Meadows Double Top Cottage	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85919	BM0-118 Big Meadows Double Top Cottage	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85919	BM0-118 Big Meadows Double Top Cottage	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85919	BM0-118 Big Meadows Double Top Cottage	Recirculating pump - Drain / refill
85919	BM0-118 Big Meadows Double Top Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85919	BM0-118 Big Meadows Double Top Cottage	Cable TV wiring - Deactivate / activate tuners
85919	BM0-118 Big Meadows Double Top Cottage	Replace Int paint/stain (projected end of useful life)
85919	BM0-118 Big Meadows Double Top Cottage	Replace Clg paint/stain (projected end of useful life)
85919	BM0-118 Big Meadows Double Top Cottage	Smoke detector - battery - Check and replace battery biannually
85928	BM0-149 Big Meadows Petersburg Cottage	Replace Smoke detector - battery (projected end of useful life)
85928	BM0-149 Big Meadows Petersburg Cottage	Chimney,stone - Clean chimney
85928	BM0-149 Big Meadows Petersburg Cottage	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85928	BM0-149 Big Meadows Petersburg Cottage	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85928	BM0-149 Big Meadows Petersburg Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85928	BM0-149 Big Meadows Petersburg Cottage	Replace Ext paint/stain (projected end of useful life)
85928	BM0-149 Big Meadows Petersburg Cottage	Replace Int paint/stain (projected end of useful life)
85928	BM0-149 Big Meadows Petersburg Cottage	Replace Carpet (projected end of useful life)
85928	BM0-149 Big Meadows Petersburg Cottage	Replace Clg paint/stain (projected end of useful life)
85928	BM0-149 Big Meadows Petersburg Cottage	Smoke detector - battery - Check and replace battery biannually
85924	BM0-152 Big Meadows Blacksburg Cottage	Replace Smoke detector - battery (projected end of useful life)
85924	BM0-152 Big Meadows Blacksburg Cottage	Chimney,stone - Clean chimney
85924	BM0-152 Big Meadows Blacksburg Cottage	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85924	BM0-152 Big Meadows Blacksburg Cottage	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85924	BM0-152 Big Meadows Blacksburg Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85924	BM0-152 Big Meadows Blacksburg Cottage	Replace Ext Paint/Stain (projected end of useful life)
85924	BM0-152 Big Meadows Blacksburg Cottage	Replace Int paint/stain (projected end of useful life)
85924	BM0-152 Big Meadows Blacksburg Cottage	Replace Carpet (projected end of useful life)
85924	BM0-152 Big Meadows Blacksburg Cottage	Replace Clg paint/stain (projected end of useful life)
85924	BM0-152 Big Meadows Blacksburg Cottage	Smoke detector - battery - Check and replace battery biannually
85926	BM0-153 Big Meadows Bridesburg Cottage	Replace Smoke detector - battery (projected end of useful life)
85926	BM0-153 Big Meadows Bridesburg Cottage	Chimney,stone - Clean chimney

FMSS Code	Asset Description	Work Description
85926	BM0-153 Big Meadows Bridesburg Cottage	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85926	BM0-153 Big Meadows Bridesburg Cottage	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85926	BM0-153 Big Meadows Bridesburg Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85926	BM0-153 Big Meadows Bridesburg Cottage	Replace Ext Paint/Stain (projected end of useful life)
85926	BM0-153 Big Meadows Bridesburg Cottage	Replace Int paint/stain (projected end of useful life)
85926	BM0-153 Big Meadows Bridesburg Cottage	Replace Carpet (projected end of useful life)
85926	BM0-153 Big Meadows Bridesburg Cottage	Replace Clg paint/stain (projected end of useful life)
85926	BM0-153 Big Meadows Bridesburg Cottage	Smoke detector - battery - Check and replace battery biannually
85921	BM0-154 Big Meadows Mountain View Cottage	Replace Wood door, screen (projected end of useful life)
85921	BM0-154 Big Meadows Mountain View Cottage	Replace Smoke detector - battery (projected end of useful life)
85921	BM0-154 Big Meadows Mountain View Cottage	Chimney,stone - Clean chimney
85921	BM0-154 Big Meadows Mountain View Cottage	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85921	BM0-154 Big Meadows Mountain View Cottage	Roofing, metal - Inspect roof coverings and flashing semiannually
85921	BM0-154 Big Meadows Mountain View Cottage	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85921	BM0-154 Big Meadows Mountain View Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85921	BM0-154 Big Meadows Mountain View Cottage	Replace Ext paint/stain (projected end of useful life)
85921	BM0-154 Big Meadows Mountain View Cottage	Replace Int paint/stain (projected end of useful life)
85921	BM0-154 Big Meadows Mountain View Cottage	Replace Carpet (projected end of useful life)
85921	BM0-154 Big Meadows Mountain View Cottage	Replace Clg paint/stain (projected end of useful life)
85921	BM0-154 Big Meadows Mountain View Cottage	Smoke detector - battery - Check and replace battery biannually
85923	BM0-155 Big Meadows Lynchburg Cottage	Replace Wood door, screen (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	Replace Smoke detector - battery (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	Chimney,stone - Clean chimney
85923	BM0-155 Big Meadows Lynchburg Cottage	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85923	BM0-155 Big Meadows Lynchburg Cottage	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85923	BM0-155 Big Meadows Lynchburg Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85923	BM0-155 Big Meadows Lynchburg Cottage	Replace Ext paint/stain (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	Replace Int paint/stain (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	Replace Carpet (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	Replace Clg paint/stain (projected end of useful life)
85923	BM0-155 Big Meadows Lynchburg Cottage	Smoke detector - battery - Check and replace battery biannually
85895	BM0-319 Big Meadows Employee Quarters	Replace Wood door, screen (projected end of useful life)
85895	BM0-319 Big Meadows Employee Quarters	Replace Smoke detector - battery (projected end of useful life)
85895	BM0-319 Big Meadows Employee Quarters	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85895	BM0-319 Big Meadows Employee Quarters	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85895	BM0-319 Big Meadows Employee Quarters	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85895	BM0-319 Big Meadows Employee Quarters	Replace Ext paint/stain (projected end of useful life)
85895	BM0-319 Big Meadows Employee Quarters	Replace Int paint/stain (projected end of useful life)

FMSS Code	Asset Description	Work Description
85895	BM0-319 Big Meadows Employee Quarters	Replace Clg paint/stain (projected end of useful life)
85895	BM0-319 Big Meadows Employee Quarters	Smoke detector - battery - Check and replace battery biannually
85896	BM0-320 Big Meadows Employee Quarters	Replace Ext wood door, access panel (projected end of useful life)
85896	BM0-320 Big Meadows Employee Quarters	Replace Wood door, screen (projected end of useful life)
85896	BM0-320 Big Meadows Employee Quarters	Replace Flooring, VCT (projected end of useful life)
85896	BM0-320 Big Meadows Employee Quarters	Replace Smoke detector - battery (projected end of useful life)
85896	BM0-320 Big Meadows Employee Quarters	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85896	BM0-320 Big Meadows Employee Quarters	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85896	BM0-320 Big Meadows Employee Quarters	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85896	BM0-320 Big Meadows Employee Quarters	Replace Ext paint/stain (projected end of useful life)
85896	BM0-320 Big Meadows Employee Quarters	Replace Int paint/stain (projected end of useful life)
85896	BM0-320 Big Meadows Employee Quarters	Smoke detector - battery - Check and replace battery biannually
85908	BM0-324 Big Meadows Old Linen Bldg	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85908	BM0-324 Big Meadows Old Linen Bldg	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85908	BM0-324 Big Meadows Old Linen Bldg	Sanitary waste piping - Put anti-freeze in floor drain traps
85908	BM0-324 Big Meadows Old Linen Bldg	Replace Ext Paint/Stain (projected end of useful life)
85908	BM0-324 Big Meadows Old Linen Bldg	Replace Int paint/stain (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Replace Railings, steel w/ wood post supports (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Replace Overhead electrical service (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Replace Service entrance panel (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Replace Smoke detector - battery (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85905	BM0-326 Big Meadows Employees Quarters	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85905	BM0-326 Big Meadows Employees Quarters	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85905	BM0-326 Big Meadows Employees Quarters	Replace Ext Paint/Stain (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Replace Int paint/stain (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Replace Clg paint/stain (projected end of useful life)
85905	BM0-326 Big Meadows Employees Quarters	Smoke detector - battery - Check and replace battery biannually
85898	BM0-327 Big Meadows Employee Quarters	Replace Railings, steel w/ wood post supports (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Replace Wood windows, operable (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Replace Overhead electrical service (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Replace Service entrance panel (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Replace Smoke detector - battery (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85898	BM0-327 Big Meadows Employee Quarters	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85898	BM0-327 Big Meadows Employee Quarters	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85898	BM0-327 Big Meadows Employee Quarters	Replace Ext paint/stain (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Replace Int paint/stain (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Replace Clg paint/stain (projected end of useful life)
85898	BM0-327 Big Meadows Employee Quarters	Smoke detector - battery - Check and replace battery biannually
85917	BM0-344 Big Meadows Rapidan Cottage	Replace Roofing, built up roof (projected end of useful life)
85917	BM0-344 Big Meadows Rapidan Cottage	Replace Smoke detector - battery (projected end of useful life)
85917	BM0-344 Big Meadows Rapidan Cottage	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85917	BM0-344 Big Meadows Rapidan Cottage	Gutters/downspouts, copper - Clear debris, semiannually

FMSS Code	Asset Description	Work Description
85917	BM0-344 Big Meadows Rapidan Cottage	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85917	BM0-344 Big Meadows Rapidan Cottage	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85917	BM0-344 Big Meadows Rapidan Cottage	Recirculating pump - Drain / refill
85917	BM0-344 Big Meadows Rapidan Cottage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85917	BM0-344 Big Meadows Rapidan Cottage	Cable TV wiring - Deactivate / activate tuners
85917	BM0-344 Big Meadows Rapidan Cottage	Smoke detector - battery - Check and replace battery biannually
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Cabinet, plywood (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace DX condensing unit (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Exhaust fan - general (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Smoke detector - battery (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Gutters, GSM or aluminum - Clear debris, semiannually
85909	BM0-356 Big Meadows Laundry & Service Bldg	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85909	BM0-356 Big Meadows Laundry & Service Bldg	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply
85909	BM0-356 Big Meadows Laundry & Service Bldg	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85909	BM0-356 Big Meadows Laundry & Service Bldg	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Ext Paint/Stain (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Int paint/stain (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Floor paint/stain (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Carpet (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Replace Clg paint/stain (projected end of useful life)
85909	BM0-356 Big Meadows Laundry & Service Bldg	Smoke detector - battery - Check and replace battery biannually
85935	BM0-374 Big Meadows Service Station	Replace Wood door, screen (projected end of useful life)
85935	BM0-374 Big Meadows Service Station	Replace Roofing, built up roof (projected end of useful life)
85935	BM0-374 Big Meadows Service Station	Replace Flooring, VCT (projected end of useful life)
85935	BM0-374 Big Meadows Service Station	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85935	BM0-374 Big Meadows Service Station	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85935	BM0-374 Big Meadows Service Station	Replace Clg paint/stain (projected end of useful life)
85935	BM0-374 Big Meadows Service Station	Smoke detector - battery - Check and replace battery biannually
85929	BM0-382 Big Meadows Garbage Storage	Replace Roofing, roll asphalt (projected end of useful life)
85929	BM0-382 Big Meadows Garbage Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85929	BM0-382 Big Meadows Garbage Storage	Replace Ext paint/stain (projected end of useful life)
85929	BM0-382 Big Meadows Garbage Storage	Replace Int paint/stain (projected end of useful life)
85907	BM0-385 Big Meadows Storage & Service Bldg	Replace Wood door, screen (projected end of useful life)
85907	BM0-385 Big Meadows Storage & Service Bldg	Replace Roofing, metal (projected end of useful life)

FMSS Code	Asset Description	Work Description
85907	BM0-385 Big Meadows Storage & Service Bldg	Roofing, metal - Inspect roof coverings and flashing semiannually
85907	BM0-385 Big Meadows Storage & Service Bldg	Roofing, phenolic composition shingles - Inspect roof coverings and flashing semiannually
85907	BM0-385 Big Meadows Storage & Service Bldg	Replace Ext paint/stain (projected end of useful life)
85907	BM0-385 Big Meadows Storage & Service Bldg	Replace Clg paint/stain (projected end of useful life)
85892	BM0-393 Big Meadows Wood Sales Building	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
107870	BM0-396 Big Meadows Lodge Dormitory	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
107870	BM0-396 Big Meadows Lodge Dormitory	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
107870	BM0-396 Big Meadows Lodge Dormitory	Sanitary waste piping - Put anti-freeze in floor drain traps
107870	BM0-396 Big Meadows Lodge Dormitory	Replace Ext paint/stain (projected end of useful life)
107870	BM0-396 Big Meadows Lodge Dormitory	Replace Int paint/stain (projected end of useful life)
107870	BM0-396 Big Meadows Lodge Dormitory	Replace Clg paint/stain (projected end of useful life)
107870	BM0-396 Big Meadows Lodge Dormitory	Smoke detector - battery - Check and replace battery biannually
85911	BM0-397 Big Meadows Crescent Rock Lodging	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85911	BM0-397 Big Meadows Crescent Rock Lodging	Replace Exhaust fan - bathroom (projected end of useful life)
85911	BM0-397 Big Meadows Crescent Rock Lodging	Chimney, CMU - Clean chimney
85911	BM0-397 Big Meadows Crescent Rock Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85911	BM0-397 Big Meadows Crescent Rock Lodging	Recirculating pump - Drain / refill
85911	BM0-397 Big Meadows Crescent Rock Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85911	BM0-397 Big Meadows Crescent Rock Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85911	BM0-397 Big Meadows Crescent Rock Lodging	Cable TV wiring - Deactivate / activate tuners
85911	BM0-397 Big Meadows Crescent Rock Lodging	Replace Int paint/stain (projected end of useful life)
85911	BM0-397 Big Meadows Crescent Rock Lodging	Replace Clg paint/stain (projected end of useful life)
90957	BM0-398 Big Meadows Shower	Gutters, GSM or aluminum - Clear debris, semiannually
90957	BM0-398 Big Meadows Shower	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
90957	BM0-398 Big Meadows Shower	Recirculating pump - Drain / refill
90957	BM0-398 Big Meadows Shower	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
90957	BM0-398 Big Meadows Shower	Sanitary Waste Piping - Put anti-freeze in floor drain traps
90957	BM0-398 Big Meadows Shower	Replace Ext Paint/Stain (projected end of useful life)
90957	BM0-398 Big Meadows Shower	Replace Int paint/stain (projected end of useful life)
90957	BM0-398 Big Meadows Shower	Replace Clg paint/stain (projected end of useful life)
Big Meadows Wayside		
85939	BM0-113 Big Meadows Wayside	Replace Wood decking access door (projected end of useful life)
85939	BM0-113 Big Meadows Wayside	Replace Wood door, screen (projected end of useful life)
85939	BM0-113 Big Meadows Wayside	Replace Exhaust fan - general (projected end of useful life)
85939	BM0-113 Big Meadows Wayside	Gutters, GSM or aluminum - Clear debris, semiannually
85939	BM0-113 Big Meadows Wayside	Roofing, metal - Inspect roof coverings and flashing semiannually

FMSS Code	Asset Description	Work Description
85939	BM0-113 Big Meadows Wayside	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85939	BM0-113 Big Meadows Wayside	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply
85939	BM0-113 Big Meadows Wayside	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85939	BM0-113 Big Meadows Wayside	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85939	BM0-113 Big Meadows Wayside	Gas/oil furnace - Drain and shut off fuel supply
85939	BM0-113 Big Meadows Wayside	Replace Int paint/stain (projected end of useful life)
85939	BM0-113 Big Meadows Wayside	Replace Floor paint/stain (projected end of useful life)
85939	BM0-113 Big Meadows Wayside	Replace Carpet (projected end of useful life)
85934	BM0-381 Big Meadows Wayside Ice Storage	Replace Roofing, built up roof (projected end of useful life)
85934	BM0-381 Big Meadows Wayside Ice Storage	Replace Branch circuit panelboard (projected end of useful life)
85934	BM0-381 Big Meadows Wayside Ice Storage	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85934	BM0-381 Big Meadows Wayside Ice Storage	Sanitary waste piping - Put anti-freeze in floor drain traps
85883	BM0-390 Big Meadows Wayside Garbage Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85883	BM0-390 Big Meadows Wayside Garbage Storage	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85883	BM0-390 Big Meadows Wayside Garbage Storage	Replace Ext Paint/Stain (projected end of useful life)
Elkwallow		
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Replace Ext wood door, access panel (projected end of useful life)
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Replace Int paint/stain (projected end of useful life)
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Replace Carpet (projected end of useful life)
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Replace Clg paint/stain (projected end of useful life)
85847	EW0-003 Elkwallow Birch Cottage Dormitory	Smoke detector - battery - Check and replace battery biannually
85850	EW0-328 Elkwallow Storage	Replace Roofing, roll asphalt (projected end of useful life)
85850	EW0-328 Elkwallow Storage	Replace Service entrance panel (projected end of useful life)
85850	EW0-328 Elkwallow Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85850	EW0-328 Elkwallow Storage	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Replace Roofing, asphalt shingles (avg quality) (projected end of useful life)
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Replace Asphalt paving, pedestrian (projected end of useful life)
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Gutters, GSM or aluminum - Clear debris, semiannually
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Replace Int paint/stain (projected end of useful life)
85848	EW0-387 Elkwallow Wood Sales and Service Bldg	Replace Clg paint/stain (projected end of useful life)
85849	EW0-394 Elkwallow Portico Connector	Replace Asphalt paving, pedestrian (projected end of useful life)

FMSS Code	Asset Description	Work Description
85849	EW0-394 Elkwallow Portico Connector	Gutters, GSM or aluminum - Clear debris, semiannually
85849	EW0-394 Elkwallow Portico Connector	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
Elkwallow Wayside		
85852	EW0-014 Elkwallow Wayside	Replace Asphalt paving, pedestrian (projected end of useful life)
85852	EW0-014 Elkwallow Wayside	Chimney,stone - Clean chimney
85852	EW0-014 Elkwallow Wayside	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85852	EW0-014 Elkwallow Wayside	Gutters, GSM or aluminum - Clear debris, semiannually
85852	EW0-014 Elkwallow Wayside	Roofing, lightweight concrete shingles - Inspect roof coverings and flashing semiannually
85852	EW0-014 Elkwallow Wayside	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85852	EW0-014 Elkwallow Wayside	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85852	EW0-014 Elkwallow Wayside	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85852	EW0-014 Elkwallow Wayside	Gas/oil furnace - Drain and shut off fuel supply
85852	EW0-014 Elkwallow Wayside	Replace Int paint/stain (projected end of useful life)
85852	EW0-014 Elkwallow Wayside	Replace Clg paint/stain (projected end of useful life)
85852	EW0-014 Elkwallow Wayside	Smoke detector - battery - Check and replace battery biannually
85851	EW0-377 Elkwallow Comfort Station at Wayside	Replace Asphalt paving, pedestrian (projected end of useful life)
85851	EW0-377 Elkwallow Comfort Station at Wayside	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85851	EW0-377 Elkwallow Comfort Station at Wayside	Gutters, GSM or aluminum - Clear debris, semiannually
85851	EW0-377 Elkwallow Comfort Station at Wayside	Sanitary Waste Piping - Put anti-freeze in floor drain traps
Loft Mountain		
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Wood door, screen (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Roofing, built up roof (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Roofing, roll asphalt (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Roofing, metal (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Exhaust fan - general (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Exhaust fan - general (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Exhaust fan - general (projected end of useful life)
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Roofing, metal - Inspect roof coverings and flashing semiannually
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Roofing, metal - Inspect roof coverings and flashing semiannually
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply

FMSS Code	Asset Description	Work Description
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85868	LM0-348 Loft Mountain Campstore/Shower/Laundry	Replace Int paint/stain (projected end of useful life)
85869	LM0-351 Loft Mountain Employee Dormitory	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85869	LM0-351 Loft Mountain Employee Dormitory	Gutters, GSM or aluminum - Clear debris, semiannually
85869	LM0-351 Loft Mountain Employee Dormitory	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85869	LM0-351 Loft Mountain Employee Dormitory	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85869	LM0-351 Loft Mountain Employee Dormitory	Replace Ext paint/stain (projected end of useful life)
85869	LM0-351 Loft Mountain Employee Dormitory	Replace Int paint/stain (projected end of useful life)
85869	LM0-351 Loft Mountain Employee Dormitory	Replace Carpet (projected end of useful life)
85869	LM0-351 Loft Mountain Employee Dormitory	Replace Clg paint/stain (projected end of useful life)
85869	LM0-351 Loft Mountain Employee Dormitory	Smoke detector - battery - Check and replace battery biannually
Loft Mountain Wayside		
85871	LM0-378 Loft Mountain Wayside	Replace DX air handler & DX condensing unit, 15 ton (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Roofing, asphalt shingles (avg quality) (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Roofing, single ply membrane (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Ductwork (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Exhaust fan - bathroom (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Ceiling fan (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85871	LM0-378 Loft Mountain Wayside	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85871	LM0-378 Loft Mountain Wayside	Gutters, GSM or aluminum - Clear debris, semiannually
85871	LM0-378 Loft Mountain Wayside	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85871	LM0-378 Loft Mountain Wayside	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85871	LM0-378 Loft Mountain Wayside	Grease interceptor - Drain to minimal level
85871	LM0-378 Loft Mountain Wayside	Replace Int paint/stain (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Floor paint/stain (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Carpet (projected end of useful life)
85871	LM0-378 Loft Mountain Wayside	Replace Clg paint/stain (projected end of useful life)
85866	LM0-391 Loft Mountain Wayside Garbage Storage	Replace Roofing, roll asphalt (projected end of useful life)
85866	LM0-391 Loft Mountain Wayside Garbage Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85866	LM0-391 Loft Mountain Wayside Garbage Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85866	LM0-391 Loft Mountain Wayside Garbage Storage	Gutters, GSM or aluminum - Clear debris, semiannually
85866	LM0-391 Loft Mountain Wayside Garbage Storage	Replace Int paint/stain (projected end of useful life)
Lewis Mountain		
85872	LS0-275 Lewis Mountain Campstore	Replace Flooring, resilient (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	Replace Smoke detector - battery (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	Replace Telephone wiring (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	Chimney,stone - Clean chimney

FMSS Code	Asset Description	Work Description
85872	LS0-275 Lewis Mountain Campstore	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85872	LS0-275 Lewis Mountain Campstore	Gutters/downspouts, copper - Clear debris, semiannually
85872	LS0-275 Lewis Mountain Campstore	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85872	LS0-275 Lewis Mountain Campstore	Sanitary waste piping - Put anti-freeze in floor drain traps
85872	LS0-275 Lewis Mountain Campstore	Gas/oil furnace - Drain and shut off fuel supply
85872	LS0-275 Lewis Mountain Campstore	Replace Ext paint/stain (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	Replace Int paint/stain (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	Replace Clg paint/stain (projected end of useful life)
85872	LS0-275 Lewis Mountain Campstore	Smoke detector - battery - Check and replace battery biannually
85873	LS0-276 Lewis Mountain Cottage 1A	Replace Roofing, roll asphalt (projected end of useful life)
85873	LS0-276 Lewis Mountain Cottage 1A	Replace Smoke detector - battery (projected end of useful life)
85873	LS0-276 Lewis Mountain Cottage 1A	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85873	LS0-276 Lewis Mountain Cottage 1A	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85873	LS0-276 Lewis Mountain Cottage 1A	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85873	LS0-276 Lewis Mountain Cottage 1A	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85873	LS0-276 Lewis Mountain Cottage 1A	Replace Int paint/stain (projected end of useful life)
85873	LS0-276 Lewis Mountain Cottage 1A	Replace Clg paint/stain (projected end of useful life)
85873	LS0-276 Lewis Mountain Cottage 1A	Smoke detector - battery - Check and replace battery biannually
85874	LS0-277 Lewis Mountain Cottage 2B	Replace Wood windows, screen (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	Replace Roofing, roll asphalt (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	Replace Wood fascia, ext. (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	Replace Smoke detector - battery (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85874	LS0-277 Lewis Mountain Cottage 2B	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85874	LS0-277 Lewis Mountain Cottage 2B	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85874	LS0-277 Lewis Mountain Cottage 2B	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85874	LS0-277 Lewis Mountain Cottage 2B	Replace Int paint/stain (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	Replace Clg paint/stain (projected end of useful life)
85874	LS0-277 Lewis Mountain Cottage 2B	Smoke detector - battery - Check and replace battery biannually
85875	LS0-278 Lewis Mountain Cottage 3C	Replace Wood windows, screen (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	Replace Roofing, wood shingles (avg quality) (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	Replace Smoke detector - battery (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85875	LS0-278 Lewis Mountain Cottage 3C	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85875	LS0-278 Lewis Mountain Cottage 3C	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85875	LS0-278 Lewis Mountain Cottage 3C	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85875	LS0-278 Lewis Mountain Cottage 3C	Replace Ext paint/stain (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	Replace Int paint/stain (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	Replace Clg paint/stain (projected end of useful life)
85875	LS0-278 Lewis Mountain Cottage 3C	Smoke detector - battery - Check and replace battery biannually
85876	LS0-279 Lewis Mountain Cottage 4D	Replace Wood door, screen (projected end of useful life)
85876	LS0-279 Lewis Mountain Cottage 4D	Replace Roofing, wood shingles (high quality) (projected end of useful life)
85876	LS0-279 Lewis Mountain Cottage 4D	Replace Smoke detector - battery (projected end of useful life)

FMSS Code	Asset Description	Work Description
85876	LS0-279 Lewis Mountain Cottage 4D	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85876	LS0-279 Lewis Mountain Cottage 4D	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85876	LS0-279 Lewis Mountain Cottage 4D	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85876	LS0-279 Lewis Mountain Cottage 4D	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85876	LS0-279 Lewis Mountain Cottage 4D	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85876	LS0-279 Lewis Mountain Cottage 4D	Replace Ext Paint/Stain (projected end of useful life)
85876	LS0-279 Lewis Mountain Cottage 4D	Replace Int paint/stain (projected end of useful life)
85876	LS0-279 Lewis Mountain Cottage 4D	Replace Clg paint/stain (projected end of useful life)
85876	LS0-279 Lewis Mountain Cottage 4D	Smoke detector - battery - Check and replace battery biannually
85877	LS0-280 Lewis Mountain Cottage 5E	Replace Smoke detector - battery (projected end of useful life)
85877	LS0-280 Lewis Mountain Cottage 5E	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85877	LS0-280 Lewis Mountain Cottage 5E	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85877	LS0-280 Lewis Mountain Cottage 5E	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85877	LS0-280 Lewis Mountain Cottage 5E	Replace Ext paint/stain (projected end of useful life)
85877	LS0-280 Lewis Mountain Cottage 5E	Replace Int paint/stain (projected end of useful life)
85877	LS0-280 Lewis Mountain Cottage 5E	Replace Clg paint/stain (projected end of useful life)
85877	LS0-280 Lewis Mountain Cottage 5E	Smoke detector - battery - Check and replace battery biannually
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Replace Wood windows, screen (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Replace Wood door, screen (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Replace Smoke detector - battery (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Replace Ext paint/stain (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Replace Int paint/stain (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Replace Clg paint/stain (projected end of useful life)
85878	LS0-282 Lewis Mountain Chestnut Cottage F	Smoke detector - battery - Check and replace battery biannually
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Wood windows, screen (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Wood door, screen (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Smoke detector - battery (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85879	LS0-283 Lewis Mountain Spruce Cottage G	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85879	LS0-283 Lewis Mountain Spruce Cottage G	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85879	LS0-283 Lewis Mountain Spruce Cottage G	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85879	LS0-283 Lewis Mountain Spruce Cottage G	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Ext paint/stain (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Int paint/stain (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Replace Clg paint/stain (projected end of useful life)
85879	LS0-283 Lewis Mountain Spruce Cottage G	Smoke detector - battery - Check and replace battery biannually
90981	LS0-392 Lewis Mountain Camping Shelter	Replace Ext paint/stain (projected end of useful life)
90981	LS0-392 Lewis Mountain Camping Shelter	Smoke detector - battery - Check and replace battery biannually
90981	LS0-392 Lewis Mountain Camping Shelter	Replace Smoke detector - battery (projected end of useful life)

FMSS Code	Asset Description	Work Description
90981	LS0-392 Lewis Mountain Camping Shelter	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
90980	LS0-398 Lewis Mountain Cookout Shelter	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
90980	LS0-398 Lewis Mountain Cookout Shelter	Replace Ext paint/stain (projected end of useful life)
90978	LS0-399 Lewis Mountain Cookout Shelter	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
90978	LS0-399 Lewis Mountain Cookout Shelter	Replace Ext paint/stain (projected end of useful life)
90977	LS0-400 Lewis Mountain Cookout Shelter	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
90977	LS0-400 Lewis Mountain Cookout Shelter	Replace Ext paint/stain (projected end of useful life)
Skyland		
85838	SK0-021 Skyland Dormitory B	Replace Wood deck or balcony framing, w/2x wood decking (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Stairs, exterior wood (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Wood windows, screen (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Wood door, screen (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Ext wood door, access panel (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Flooring, VCT (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Smoke detector - battery (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Gutters, GSM or aluminum - Clear debris, semiannually
85838	SK0-021 Skyland Dormitory B	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85838	SK0-021 Skyland Dormitory B	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85838	SK0-021 Skyland Dormitory B	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85838	SK0-021 Skyland Dormitory B	Replace Ext paint/stain (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Int paint/stain (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Replace Clg paint/stain (projected end of useful life)
85838	SK0-021 Skyland Dormitory B	Smoke detector - battery - Check and replace battery biannually
85839	SK0-022 Skyland Dormitory A	Replace Wood windows, screen (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Replace Wood door, screen (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Replace Ext wood door, access panel (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Replace Flooring, VCT (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Replace Smoke detector - battery (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85839	SK0-022 Skyland Dormitory A	Gutters, GSM or aluminum - Clear debris, semiannually
85839	SK0-022 Skyland Dormitory A	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85839	SK0-022 Skyland Dormitory A	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85839	SK0-022 Skyland Dormitory A	Replace Ext paint/stain (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Replace Int paint/stain (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Replace Clg paint/stain (projected end of useful life)
85839	SK0-022 Skyland Dormitory A	Smoke detector - battery - Check and replace battery biannually
85844	SK0-023 Skyland Dormitory C	Replace Wood windows, screen (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Replace Flooring, VCT (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Replace Smoke detector - battery (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85844	SK0-023 Skyland Dormitory C	Gutters, GSM or aluminum - Clear debris, semiannually
85844	SK0-023 Skyland Dormitory C	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85844	SK0-023 Skyland Dormitory C	Sanitary Waste Piping - Put anti-freeze in floor drain traps

FMSS Code	Asset Description	Work Description
85844	SK0-023 Skyland Dormitory C	Cable TV wiring - Deactivate / activate tuners
85844	SK0-023 Skyland Dormitory C	Replace Ext paint/stain (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Replace Int paint/stain (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Replace Clg paint/stain (projected end of useful life)
85844	SK0-023 Skyland Dormitory C	Smoke detector - battery - Check and replace battery biannually
85949	SK0-026 Skyland Stable	Gutters, GSM or aluminum - Clear debris, semiannually
85949	SK0-026 Skyland Stable	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85949	SK0-026 Skyland Stable	Replace Ext paint/stain (projected end of useful life)
90949	SK0-027 Skyland Stables	Gutters, GSM or aluminum - Clear debris, semiannually
90949	SK0-027 Skyland Stables	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
90949	SK0-027 Skyland Stables	Replace Ext paint/stain (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Wood windows, screen (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Distribution panelboard (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Fire alarm system (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Smoke detector - battery (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Chimney,stone - Clean chimney
85956	SK0-029 Skyland Dining Room	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85956	SK0-029 Skyland Dining Room	Recirculating pump - Drain / refill
85956	SK0-029 Skyland Dining Room	Storage tank, domestic hot water, hot water generator - Drain / refill
85956	SK0-029 Skyland Dining Room	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply
85956	SK0-029 Skyland Dining Room	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply
85956	SK0-029 Skyland Dining Room	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85956	SK0-029 Skyland Dining Room	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85956	SK0-029 Skyland Dining Room	Fintube steam/hot water radiant heater - Drain
85956	SK0-029 Skyland Dining Room	Gas/oil fired boiler - Drain and shut off fuel supply
85956	SK0-029 Skyland Dining Room	Recirculating pump - Drain / refill
85956	SK0-029 Skyland Dining Room	Replace Ext paint/stain (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Int paint/stain (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Carpet (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Walk-off mat (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Replace Clg paint/stain (projected end of useful life)
85956	SK0-029 Skyland Dining Room	Smoke detector - battery - Check and replace battery biannually
85954	SK0-030 Skyland Office/Registration Building	Replace Railings, wood w/ steel post supports (projected end of useful life)
85954	SK0-030 Skyland Office/Registration Building	Replace Ext wood door, access panel (projected end of useful life)
85954	SK0-030 Skyland Office/Registration Building	Replace Roofing, single ply membrane (projected end of useful life)
85954	SK0-030 Skyland Office/Registration Building	Chimney,stone - Clean chimney
85954	SK0-030 Skyland Office/Registration Building	Gutters, GSM or aluminum - Clear debris, semiannually
85954	SK0-030 Skyland Office/Registration Building	Cable TV wiring - Deactivate / activate tuners
85954	SK0-030 Skyland Office/Registration Building	Replace Ext paint/stain (projected end of useful life)
85954	SK0-030 Skyland Office/Registration Building	Replace Int paint/stain (projected end of useful life)
85954	SK0-030 Skyland Office/Registration Building	Replace Carpet (projected end of useful life)
85840	SK0-031 Skyland Dormitory G	Replace Wood windows, screen (projected end of useful life)
85840	SK0-031 Skyland Dormitory G	Replace Wood door, screen (projected end of useful life)
85840	SK0-031 Skyland Dormitory G	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85840	SK0-031 Skyland Dormitory G	Gutters, GSM or aluminum - Clear debris, semiannually
85840	SK0-031 Skyland Dormitory G	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually

FMSS Code	Asset Description	Work Description
85840	SK0-031 Skyland Dormitory G	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85840	SK0-031 Skyland Dormitory G	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85840	SK0-031 Skyland Dormitory G	Cable TV wiring - Deactivate / activate tuners
85840	SK0-031 Skyland Dormitory G	Replace Ext paint/stain (projected end of useful life)
85840	SK0-031 Skyland Dormitory G	Replace Clg paint/stain (projected end of useful life)
85840	SK0-031 Skyland Dormitory G	Smoke detector - battery - Check and replace battery biannually
85952	SK0-100 Skyland Stony Man Lodging	Replace Service entrance disconnect (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Replace Branch circuit panelboard (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Replace Smoke detector - battery (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Chimney,stone - Clean chimney
85952	SK0-100 Skyland Stony Man Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85952	SK0-100 Skyland Stony Man Lodging	Recirculating pump - Drain / refill
85952	SK0-100 Skyland Stony Man Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85952	SK0-100 Skyland Stony Man Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85952	SK0-100 Skyland Stony Man Lodging	Gas/oil furnace - Drain and shut off fuel supply
85952	SK0-100 Skyland Stony Man Lodging	Replace Ext paint/stain (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Replace Int paint/stain (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Replace Int paint/stain (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Replace Clg paint/stain (projected end of useful life)
85952	SK0-100 Skyland Stony Man Lodging	Smoke detector - battery - Check and replace battery biannually
85951	SK0-101 Skyland Whiteoak Lodging	Replace Rubber base (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Replace Service entrance disconnect (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Replace Branch circuit panelboard (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Replace Smoke detector - battery (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Chimney, CMU - Clean chimney
85951	SK0-101 Skyland Whiteoak Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85951	SK0-101 Skyland Whiteoak Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85951	SK0-101 Skyland Whiteoak Lodging	Recirculating pump - Drain / refill
85951	SK0-101 Skyland Whiteoak Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85951	SK0-101 Skyland Whiteoak Lodging	Gas/oil furnace - Drain and shut off fuel supply
85951	SK0-101 Skyland Whiteoak Lodging	Replace Ext paint/stain (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Replace Int paint/stain (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Replace Clg paint/stain (projected end of useful life)
85951	SK0-101 Skyland Whiteoak Lodging	Smoke detector - battery - Check and replace battery biannually
85957	SK0-102 Skyland Winchester Lodging	Replace Roofing, single ply membrane (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Replace Overhead electrical service (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Replace Service entrance panel (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Replace Smoke detector - battery (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85957	SK0-102 Skyland Winchester Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85957	SK0-102 Skyland Winchester Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85957	SK0-102 Skyland Winchester Lodging	Replace Ext paint/stain (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Replace Int paint/stain (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Replace Clg paint/stain (projected end of useful life)
85957	SK0-102 Skyland Winchester Lodging	Smoke detector - battery - Check and replace battery biannually
85958	SK0-103 Skyland Hazeltop Lodging	Replace Rubber base (projected end of useful life)
85958	SK0-103 Skyland Hazeltop Lodging	Replace Smoke detector - battery (projected end of useful life)
85958	SK0-103 Skyland Hazeltop Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually

FMSS Code	Asset Description	Work Description
85958	SK0-103 Skyland Hazeltop Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85958	SK0-103 Skyland Hazeltop Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85958	SK0-103 Skyland Hazeltop Lodging	Recirculating pump - Drain / refill
85958	SK0-103 Skyland Hazeltop Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85958	SK0-103 Skyland Hazeltop Lodging	Replace Int paint/stain (projected end of useful life)
85958	SK0-103 Skyland Hazeltop Lodging	Replace Clg paint/stain (projected end of useful life)
85958	SK0-103 Skyland Hazeltop Lodging	Smoke detector - battery - Check and replace battery biannually
85827	SK0-104 Skyland New Market Lodging	Replace Roofing, single ply membrane (projected end of useful life)
85827	SK0-104 Skyland New Market Lodging	Replace Rubber base (projected end of useful life)
85827	SK0-104 Skyland New Market Lodging	Replace Overhead electrical service (projected end of useful life)
85827	SK0-104 Skyland New Market Lodging	Replace Branch circuit panelboard (projected end of useful life)
85827	SK0-104 Skyland New Market Lodging	Replace Smoke detector - battery (projected end of useful life)
85827	SK0-104 Skyland New Market Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85827	SK0-104 Skyland New Market Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85827	SK0-104 Skyland New Market Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85827	SK0-104 Skyland New Market Lodging	Recirculating pump - Drain / refill
85827	SK0-104 Skyland New Market Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85827	SK0-104 Skyland New Market Lodging	Cable TV wiring - Deactivate / activate tuners
85827	SK0-104 Skyland New Market Lodging	Cable TV wiring - Deactivate / activate tuners
85827	SK0-104 Skyland New Market Lodging	Replace Ext paint/stain (projected end of useful life)
85827	SK0-104 Skyland New Market Lodging	Smoke detector - battery - Check and replace battery biannually
85833	SK0-105 Skyland Birmingham Lodging	Replace Roofing, asphalt shingles (avg quality) (projected end of useful life)
85833	SK0-105 Skyland Birmingham Lodging	Replace Rubber base (projected end of useful life)
85833	SK0-105 Skyland Birmingham Lodging	Replace Smoke detector - battery (projected end of useful life)
85833	SK0-105 Skyland Birmingham Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85833	SK0-105 Skyland Birmingham Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85833	SK0-105 Skyland Birmingham Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85833	SK0-105 Skyland Birmingham Lodging	Cable TV wiring - Deactivate / activate tuners
85833	SK0-105 Skyland Birmingham Lodging	Replace Int paint/stain (projected end of useful life)
85833	SK0-105 Skyland Birmingham Lodging	Replace Carpet (projected end of useful life)
85833	SK0-105 Skyland Birmingham Lodging	Replace Clg paint/stain (projected end of useful life)
85833	SK0-105 Skyland Birmingham Lodging	Smoke detector - battery - Check and replace battery biannually
85820	SK0-106 Skyland Bushytop Lodging	Replace Metal windows, fixed (projected end of useful life)
85820	SK0-106 Skyland Bushytop Lodging	Replace Ext wood door, access panel (projected end of useful life)
85820	SK0-106 Skyland Bushytop Lodging	Replace Overhead electrical service (projected end of useful life)
85820	SK0-106 Skyland Bushytop Lodging	Replace Service entrance panel (projected end of useful life)
85820	SK0-106 Skyland Bushytop Lodging	Replace Branch circuit panelboard (projected end of useful life)
85820	SK0-106 Skyland Bushytop Lodging	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85820	SK0-106 Skyland Bushytop Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85820	SK0-106 Skyland Bushytop Lodging	Recirculating pump - Drain / refill
85820	SK0-106 Skyland Bushytop Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85820	SK0-106 Skyland Bushytop Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85820	SK0-106 Skyland Bushytop Lodging	Cable TV wiring - Deactivate / activate tuners
85820	SK0-106 Skyland Bushytop Lodging	Replace Ext paint/stain (projected end of useful life)
85820	SK0-106 Skyland Bushytop Lodging	Smoke detector - battery - Check and replace battery biannually
85826	SK0-108 Skyland Canyon Lodging	Replace Roofing, built up roof (projected end of useful life)
85826	SK0-108 Skyland Canyon Lodging	Replace Overhead electrical service (projected end of useful life)
85826	SK0-108 Skyland Canyon Lodging	Replace Service entrance panel (projected end of useful life)
85826	SK0-108 Skyland Canyon Lodging	Replace Branch circuit panelboard (projected end of useful life)

FMSS Code	Asset Description	Work Description
85826	SK0-108 Skyland Canyon Lodging	Replace Smoke detector - battery (projected end of useful life)
85826	SK0-108 Skyland Canyon Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85826	SK0-108 Skyland Canyon Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85826	SK0-108 Skyland Canyon Lodging	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85826	SK0-108 Skyland Canyon Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85826	SK0-108 Skyland Canyon Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85826	SK0-108 Skyland Canyon Lodging	Replace Ext paint/stain (projected end of useful life)
85826	SK0-108 Skyland Canyon Lodging	Smoke detector - battery - Check and replace battery biannually
85834	SK0-109 Skyland Winship Lodging	Replace Roofing, built up roof (projected end of useful life)
85834	SK0-109 Skyland Winship Lodging	Replace Rubber base (projected end of useful life)
85834	SK0-109 Skyland Winship Lodging	Replace Smoke detector - battery (projected end of useful life)
85834	SK0-109 Skyland Winship Lodging	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85834	SK0-109 Skyland Winship Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85834	SK0-109 Skyland Winship Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85834	SK0-109 Skyland Winship Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85834	SK0-109 Skyland Winship Lodging	Cable TV wiring - Deactivate / activate tuners
85834	SK0-109 Skyland Winship Lodging	Replace Int paint/stain (projected end of useful life)
85834	SK0-109 Skyland Winship Lodging	Replace Clg paint/stain (projected end of useful life)
85953	SK0-110 Skyland Pinnacles Lodging	Replace Exhaust fan - bathroom (projected end of useful life)
85953	SK0-110 Skyland Pinnacles Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85953	SK0-110 Skyland Pinnacles Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85953	SK0-110 Skyland Pinnacles Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85953	SK0-110 Skyland Pinnacles Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85953	SK0-110 Skyland Pinnacles Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85953	SK0-110 Skyland Pinnacles Lodging	Replace Int paint/stain (projected end of useful life)
85953	SK0-110 Skyland Pinnacles Lodging	Replace Carpet (projected end of useful life)
85953	SK0-110 Skyland Pinnacles Lodging	Replace Clg paint/stain (projected end of useful life)
85953	SK0-110 Skyland Pinnacles Lodging	Smoke detector - battery - Check and replace battery biannually
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Railings, steel deck or balcony (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Service entrance panel (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Branch circuit panelboard (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Smoke detector - battery (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85950	SK0-119 Skyland Raven's Nest Lodging	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85950	SK0-119 Skyland Raven's Nest Lodging	Roofing, built up roof - Inspect roof coverings and flashing semiannually
85950	SK0-119 Skyland Raven's Nest Lodging	Recirculating pump - Drain / refill
85950	SK0-119 Skyland Raven's Nest Lodging	Recirculating pump - Drain / refill
85950	SK0-119 Skyland Raven's Nest Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85950	SK0-119 Skyland Raven's Nest Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85950	SK0-119 Skyland Raven's Nest Lodging	Cable TV wiring - Deactivate / activate tuners
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Int paint/stain (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Carpet (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Replace Clg paint/stain (projected end of useful life)
85950	SK0-119 Skyland Raven's Nest Lodging	Smoke detector - battery - Check and replace battery biannually
85836	SK0-120 Skyland Shenandoah Lodging	Replace Railings, steel w/ wood post supports (projected end of useful life)

FMSS Code	Asset Description	Work Description
85836	SK0-120 Skyland Shenandoah Lodging	Replace Roofing, single ply membrane (projected end of useful life)
85836	SK0-120 Skyland Shenandoah Lodging	Replace Thermostat, electric (projected end of useful life)
85836	SK0-120 Skyland Shenandoah Lodging	Replace Service entrance panel (projected end of useful life)
85836	SK0-120 Skyland Shenandoah Lodging	Replace Service entrance panel (projected end of useful life)
85836	SK0-120 Skyland Shenandoah Lodging	Chimney, CMU - Clean chimney
85836	SK0-120 Skyland Shenandoah Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85836	SK0-120 Skyland Shenandoah Lodging	Roofing, single ply membrane - Inspect roof coverings and flashing semiannually
85836	SK0-120 Skyland Shenandoah Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85836	SK0-120 Skyland Shenandoah Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85836	SK0-120 Skyland Shenandoah Lodging	Cable TV wiring - Deactivate / activate tuners
85836	SK0-120 Skyland Shenandoah Lodging	Replace Int paint/stain (projected end of useful life)
85836	SK0-120 Skyland Shenandoah Lodging	Replace Clg paint/stain (projected end of useful life)
85836	SK0-120 Skyland Shenandoah Lodging	Smoke detector - battery - Check and replace battery biannually
85828	SK0-24 Skyland Conference Hall	Chimney,stone - Clean chimney
85828	SK0-24 Skyland Conference Hall	Gutters, GSM or aluminum - Clear debris, semiannually
85828	SK0-24 Skyland Conference Hall	Roofing, metal - Inspect roof coverings and flashing semiannually
85828	SK0-24 Skyland Conference Hall	Roofing, cement composition shingle - Inspect roof coverings and flashing semiannually
85828	SK0-24 Skyland Conference Hall	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85828	SK0-24 Skyland Conference Hall	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85828	SK0-24 Skyland Conference Hall	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85828	SK0-24 Skyland Conference Hall	Gas/oil furnace - Drain and shut off fuel supply
85828	SK0-24 Skyland Conference Hall	Replace Ext paint/stain (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Replace Wood door, screen (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Replace Overhead electrical service (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Replace Service entrance panel (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Replace Smoke detector - battery (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85946	SK0-28 Skyland Hack (Stable)	Gutters, GSM or aluminum - Clear debris, semiannually
85946	SK0-28 Skyland Hack (Stable)	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85946	SK0-28 Skyland Hack (Stable)	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85946	SK0-28 Skyland Hack (Stable)	Replace Int paint/stain (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Replace Clg paint/stain (projected end of useful life)
85946	SK0-28 Skyland Hack (Stable)	Smoke detector - battery - Check and replace battery biannually
85830	SK0-332 Skyland Vending Machine Shelter	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85830	SK0-332 Skyland Vending Machine Shelter	Replace Overhead electrical service (projected end of useful life)
85830	SK0-332 Skyland Vending Machine Shelter	Replace Branch circuit panelboard (projected end of useful life)
85830	SK0-332 Skyland Vending Machine Shelter	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85830	SK0-332 Skyland Vending Machine Shelter	Replace Ext paint/stain (projected end of useful life)
90959	SK0-333 Skyland Laurel Lodging	Replace Wood door, screen (projected end of useful life)
90959	SK0-333 Skyland Laurel Lodging	Replace Exhaust fan - bathroom (projected end of useful life)
90959	SK0-333 Skyland Laurel Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
90959	SK0-333 Skyland Laurel Lodging	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
90959	SK0-333 Skyland Laurel Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
90959	SK0-333 Skyland Laurel Lodging	Recirculating pump - Drain / refill
90959	SK0-333 Skyland Laurel Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps

FMSS Code	Asset Description	Work Description
90959	SK0-333 Skyland Laurel Lodging	Replace Int paint/stain (projected end of useful life)
90959	SK0-333 Skyland Laurel Lodging	Replace Clg paint/stain (projected end of useful life)
85832	SK0-338 Skyland Craigin Lodging	Replace Exhaust fan - bathroom (projected end of useful life)
85832	SK0-338 Skyland Craigin Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85832	SK0-338 Skyland Craigin Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85832	SK0-338 Skyland Craigin Lodging	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85832	SK0-338 Skyland Craigin Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85832	SK0-338 Skyland Craigin Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85832	SK0-338 Skyland Craigin Lodging	Cable TV wiring - Deactivate / activate tuners
85832	SK0-338 Skyland Craigin Lodging	Replace Ext paint/stain (projected end of useful life)
85832	SK0-338 Skyland Craigin Lodging	Replace Int paint/stain (projected end of useful life)
85832	SK0-338 Skyland Craigin Lodging	Replace Carpet (projected end of useful life)
85832	SK0-338 Skyland Craigin Lodging	Replace Clg paint/stain (projected end of useful life)
85832	SK0-338 Skyland Craigin Lodging	Smoke detector - battery - Check and replace battery biannually
85831	SK0-339 Skyland Appledore Lodging	Replace Smoke detector - battery (projected end of useful life)
85831	SK0-339 Skyland Appledore Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
85831	SK0-339 Skyland Appledore Lodging	Gutters/downspouts, copper - Clear debris, semiannually
85831	SK0-339 Skyland Appledore Lodging	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85831	SK0-339 Skyland Appledore Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85831	SK0-339 Skyland Appledore Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85831	SK0-339 Skyland Appledore Lodging	Cable TV wiring - Deactivate / activate tuners
85831	SK0-339 Skyland Appledore Lodging	Replace Int paint/stain (projected end of useful life)
85831	SK0-339 Skyland Appledore Lodging	Replace Carpet (projected end of useful life)
85831	SK0-339 Skyland Appledore Lodging	Replace Clg paint/stain (projected end of useful life)
85831	SK0-339 Skyland Appledore Lodging	Smoke detector - battery - Check and replace battery biannually
85944	SK0-341 Skyland Storage Shed	Replace Roofing, roll asphalt (projected end of useful life)
85944	SK0-341 Skyland Storage Shed	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85944	SK0-341 Skyland Storage Shed	Replace Ext paint/stain (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Replace Metal windows, screen (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Replace Wood door, screen (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Replace Roofing, asphalt shingles (high quality) (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Replace Asphalt paving, pedestrian (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Gutters, GSM or aluminum - Clear debris, semiannually
85842	SK0-354 Skyland Dormitory D	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85842	SK0-354 Skyland Dormitory D	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85842	SK0-354 Skyland Dormitory D	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85842	SK0-354 Skyland Dormitory D	Cable TV wiring - Deactivate / activate tuners
85842	SK0-354 Skyland Dormitory D	Replace Ext paint/stain (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Replace Int paint/stain (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Replace Clg paint/stain (projected end of useful life)
85842	SK0-354 Skyland Dormitory D	Smoke detector - battery - Check and replace battery biannually
85841	SK0-355 Skyland Dormitory E	Replace Wood windows, screen (projected end of useful life)
85841	SK0-355 Skyland Dormitory E	Replace Wood door, screen (projected end of useful life)
85841	SK0-355 Skyland Dormitory E	Gutters, GSM or aluminum - Clear debris, semiannually
85841	SK0-355 Skyland Dormitory E	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85841	SK0-355 Skyland Dormitory E	Water heater, gas/oil, commercial - Drain / refill and turn on / off fuel supply

FMSS Code	Asset Description	Work Description
85841	SK0-355 Skyland Dormitory E	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85841	SK0-355 Skyland Dormitory E	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85841	SK0-355 Skyland Dormitory E	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85841	SK0-355 Skyland Dormitory E	Replace Ext paint/stain (projected end of useful life)
85841	SK0-355 Skyland Dormitory E	Replace Int paint/stain (projected end of useful life)
85841	SK0-355 Skyland Dormitory E	Replace Clg paint/stain (projected end of useful life)
85841	SK0-355 Skyland Dormitory E	Smoke detector - battery - Check and replace battery biannually
85843	SK0-367 Skyland Dormitory F	Replace Metal windows, screen (projected end of useful life)
85843	SK0-367 Skyland Dormitory F	Replace Asphalt paving, pedestrian (projected end of useful life)
85843	SK0-367 Skyland Dormitory F	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
85843	SK0-367 Skyland Dormitory F	Gutters, GSM or aluminum - Clear debris, semiannually
85843	SK0-367 Skyland Dormitory F	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85843	SK0-367 Skyland Dormitory F	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85843	SK0-367 Skyland Dormitory F	Cable TV wiring - Deactivate / activate tuners
85843	SK0-367 Skyland Dormitory F	Replace Ext paint/stain (projected end of useful life)
85843	SK0-367 Skyland Dormitory F	Replace Int paint/stain (projected end of useful life)
85843	SK0-367 Skyland Dormitory F	Replace Clg paint/stain (projected end of useful life)
85843	SK0-367 Skyland Dormitory F	Smoke detector - battery - Check and replace battery biannually
85837	SK0-368 Skyland Vending Machine Shelter	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85837	SK0-368 Skyland Vending Machine Shelter	Replace Clg paint/stain (projected end of useful life)
85945	SK0-369 Skyland Storage Shed	Replace Roofing, roll asphalt (projected end of useful life)
85945	SK0-369 Skyland Storage Shed	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85945	SK0-369 Skyland Storage Shed	Replace Ext paint/stain (projected end of useful life)
85947	SK0-376 Skyland Maintenance/Utility Building	Replace Metal windows, operable (projected end of useful life)
85947	SK0-376 Skyland Maintenance/Utility Building	Replace Downspouts, GSM or aluminum (projected end of useful life)
85947	SK0-376 Skyland Maintenance/Utility Building	Replace Gutters, GSM or aluminum (projected end of useful life)
85947	SK0-376 Skyland Maintenance/Utility Building	Chimney, CMU - Clean chimney
85947	SK0-376 Skyland Maintenance/Utility Building	Roofing, metal - Inspect roof coverings and flashing semiannually
85947	SK0-376 Skyland Maintenance/Utility Building	Gutters, GSM or aluminum - Clear debris, semiannually
85947	SK0-376 Skyland Maintenance/Utility Building	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85947	SK0-376 Skyland Maintenance/Utility Building	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85947	SK0-376 Skyland Maintenance/Utility Building	Gas/oil furnace - Drain and shut off fuel supply
85947	SK0-376 Skyland Maintenance/Utility Building	Replace Int paint/stain (projected end of useful life)
90958	SK0-377 Skyland Franklin Lodging	Gutters, GSM or aluminum - Clear debris, semiannually
90958	SK0-377 Skyland Franklin Lodging	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
90958	SK0-377 Skyland Franklin Lodging	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
90958	SK0-377 Skyland Franklin Lodging	Recirculating pump - Drain / refill
90958	SK0-377 Skyland Franklin Lodging	Sanitary Waste Piping - Put anti-freeze in floor drain traps
90958	SK0-377 Skyland Franklin Lodging	Smoke detector - system, Hard wired, interconnected - Check annually
90958	SK0-377 Skyland Franklin Lodging	Replace Int paint/stain (projected end of useful life)
90958	SK0-377 Skyland Franklin Lodging	Replace Carpet (projected end of useful life)
90958	SK0-377 Skyland Franklin Lodging	Replace Clg paint/stain (projected end of useful life)
85865	SK0-380 Skyland Warehouse Storage Shed	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually

FMSS Code	Asset Description	Work Description
85865	SK0-380 Skyland Warehouse Storage Shed	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85865	SK0-380 Skyland Warehouse Storage Shed	Replace Ext paint/stain (projected end of useful life)
85865	SK0-380 Skyland Warehouse Storage Shed	Replace Int paint/stain (projected end of useful life)
85865	SK0-380 Skyland Warehouse Storage Shed	Replace Clg paint/stain (projected end of useful life)
85943	SK0-383 Skyland Storage Shed	Replace Ext wood door, access panel (projected end of useful life)
85943	SK0-383 Skyland Storage Shed	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85943	SK0-383 Skyland Storage Shed	Replace Ext paint/stain (projected end of useful life)
85948	SK0-386 Skyland Hay Storage Stable	Roofing, asphalt shingles (avg quality) - Inspect roof coverings and flashings semiannually
85948	SK0-386 Skyland Hay Storage Stable	Replace Ext paint/stain (projected end of useful life)
85940	SK0-389 Skyland Garbage Storage	Replace Ext metal clad wood door, std hardware, jamb & trim (projected end of useful life)
85940	SK0-389 Skyland Garbage Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
85940	SK0-389 Skyland Garbage Storage	Replace Ext paint/stain (projected end of useful life)
85940	SK0-389 Skyland Garbage Storage	Replace Int paint/stain (projected end of useful life)
90955	SK0-395 Skyland Storage	Roofing, roll asphalt - Inspect roof coverings and flashing semiannually
90955	SK0-395 Skyland Storage	Replace Ext paint/stain (projected end of useful life)
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	Roofing, asphalt shingles (high quality) - Inspect roof coverings and flashing semiannually
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	Gutters, GSM or aluminum - Clear debris, semiannually
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	Replace Ext paint/stain (projected end of useful life)
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	Replace Int paint/stain (projected end of useful life)
90954	SK0-398 Skyland Vending Machine Shelter/Franklin	Replace Clg paint/stain (projected end of useful life)
85821	SK0-40 Skyland Ash Cabin	Replace Wood windows, screen (projected end of useful life)
85821	SK0-40 Skyland Ash Cabin	Replace Wood door, screen (projected end of useful life)
85821	SK0-40 Skyland Ash Cabin	Replace Smoke detector - battery (projected end of useful life)
85821	SK0-40 Skyland Ash Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85821	SK0-40 Skyland Ash Cabin	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85821	SK0-40 Skyland Ash Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85821	SK0-40 Skyland Ash Cabin	Sanitary waste Piping - Put anti-freeze in floor drain traps
85821	SK0-40 Skyland Ash Cabin	Replace Ext paint/stain (projected end of useful life)
85821	SK0-40 Skyland Ash Cabin	Replace Carpet (projected end of useful life)
85821	SK0-40 Skyland Ash Cabin	Smoke detector - battery - Check and replace battery biannually
85825	SK0-41 Skyland Hemlock Cabin	Replace Wood windows, screen (projected end of useful life)
85825	SK0-41 Skyland Hemlock Cabin	Replace Wood door, screen (projected end of useful life)
85825	SK0-41 Skyland Hemlock Cabin	Replace Smoke detector - battery (projected end of useful life)
85825	SK0-41 Skyland Hemlock Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85825	SK0-41 Skyland Hemlock Cabin	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85825	SK0-41 Skyland Hemlock Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85825	SK0-41 Skyland Hemlock Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85825	SK0-41 Skyland Hemlock Cabin	Replace Ext paint/stain (projected end of useful life)
85825	SK0-41 Skyland Hemlock Cabin	Replace Carpet (projected end of useful life)
85825	SK0-41 Skyland Hemlock Cabin	Smoke detector - battery - Check and replace battery biannually
85823	SK0-42 Skyland Dogwood Cabin	Replace Wood windows, screen (projected end of useful life)

FMSS Code	Asset Description	Work Description
85823	SK0-42 Skyland Dogwood Cabin	Replace Wood door, screen (projected end of useful life)
85823	SK0-42 Skyland Dogwood Cabin	Replace Ext wood door, access panel (projected end of useful life)
85823	SK0-42 Skyland Dogwood Cabin	Replace Smoke detector - battery (projected end of useful life)
85823	SK0-42 Skyland Dogwood Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85823	SK0-42 Skyland Dogwood Cabin	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85823	SK0-42 Skyland Dogwood Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85823	SK0-42 Skyland Dogwood Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85823	SK0-42 Skyland Dogwood Cabin	Replace Ext paint/stain (projected end of useful life)
85823	SK0-42 Skyland Dogwood Cabin	Replace Carpet (projected end of useful life)
85823	SK0-42 Skyland Dogwood Cabin	Smoke detector - battery - Check and replace battery biannually
85824	SK0-43 Skyland Wildwood Cabin	Replace Wood windows, screen (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Replace Wood door, screen (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Replace Smoke detector - battery (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85824	SK0-43 Skyland Wildwood Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85824	SK0-43 Skyland Wildwood Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85824	SK0-43 Skyland Wildwood Cabin	Sanitary waste piping - Put anti-freeze in floor drain traps
85824	SK0-43 Skyland Wildwood Cabin	Replace Ext paint/stain (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Replace Ext paint/stain (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Replace Ext paint/stain (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Replace Carpet (projected end of useful life)
85824	SK0-43 Skyland Wildwood Cabin	Smoke detector - battery - Check and replace battery biannually
85822	SK0-44 Skyland Maple Cabin	Replace Wood windows, screen (projected end of useful life)
85822	SK0-44 Skyland Maple Cabin	Replace Wood door, screen (projected end of useful life)
85822	SK0-44 Skyland Maple Cabin	Replace Smoke detector - battery (projected end of useful life)
85822	SK0-44 Skyland Maple Cabin	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85822	SK0-44 Skyland Maple Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85822	SK0-44 Skyland Maple Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85822	SK0-44 Skyland Maple Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85822	SK0-44 Skyland Maple Cabin	Replace Ext Paint/Stain (projected end of useful life)
85822	SK0-44 Skyland Maple Cabin	Replace Carpet (projected end of useful life)
85822	SK0-44 Skyland Maple Cabin	Smoke detector - battery - Check and replace battery biannually
85864	SK11-01 Skyland Fell Cabin	Replace Smoke detector - battery (projected end of useful life)
85864	SK11-01 Skyland Fell Cabin	Chimney,stone - Clean chimney
85864	SK11-01 Skyland Fell Cabin	Roofing, wood shingles (avg quality) - Inspect roof coverings and flashing semiannually
85864	SK11-01 Skyland Fell Cabin	Gutters/downspouts, copper - Clear debris, semiannually
85864	SK11-01 Skyland Fell Cabin	Water heater, electric, 80-120 gal. - Drain / refill and turn on / off power supply
85864	SK11-01 Skyland Fell Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85864	SK11-01 Skyland Fell Cabin	Replace Ext paint/stain (projected end of useful life)
85864	SK11-01 Skyland Fell Cabin	Replace Int paint/stain (projected end of useful life)
85864	SK11-01 Skyland Fell Cabin	Replace Clg paint/stain (projected end of useful life)
85864	SK11-01 Skyland Fell Cabin	Smoke detector - battery - Check and replace battery biannually
85863	SK11-09 Skyland Trout Cabin	Replace Smoke detector - battery (projected end of useful life)
85863	SK11-09 Skyland Trout Cabin	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85863	SK11-09 Skyland Trout Cabin	Gutters/downspouts, copper - Clear debris, semiannually
85863	SK11-09 Skyland Trout Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply

FMSS Code	Asset Description	Work Description
85863	SK11-09 Skyland Trout Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85863	SK11-09 Skyland Trout Cabin	Replace Int paint/stain (projected end of useful life)
85863	SK11-09 Skyland Trout Cabin	Replace Clg paint/stain (projected end of useful life)
85863	SK11-09 Skyland Trout Cabin	Smoke detector - battery - Check and replace battery biannually
85862	SK11-10 Skyland Vollmer Cabin	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85862	SK11-10 Skyland Vollmer Cabin	Gutters/downspouts, copper - Clear debris, semiannually
85862	SK11-10 Skyland Vollmer Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85862	SK11-10 Skyland Vollmer Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85862	SK11-10 Skyland Vollmer Cabin	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85862	SK11-10 Skyland Vollmer Cabin	Fire alarm strobe/horn - Check annually
85862	SK11-10 Skyland Vollmer Cabin	Replace Ext paint/stain (projected end of useful life)
85862	SK11-10 Skyland Vollmer Cabin	Replace Int paint/stain (projected end of useful life)
85862	SK11-10 Skyland Vollmer Cabin	Replace Clg paint/stain (projected end of useful life)
85862	SK11-10 Skyland Vollmer Cabin	Smoke detector - battery - Check and replace battery biannually
85861	SK11-16 Skyland Byrd's Nest Cabin	Chimney,stone - Clean chimney
85861	SK11-16 Skyland Byrd's Nest Cabin	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85861	SK11-16 Skyland Byrd's Nest Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85861	SK11-16 Skyland Byrd's Nest Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85861	SK11-16 Skyland Byrd's Nest Cabin	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85861	SK11-16 Skyland Byrd's Nest Cabin	Replace Int paint/stain (projected end of useful life)
85861	SK11-16 Skyland Byrd's Nest Cabin	Replace Clg paint/stain (projected end of useful life)
85861	SK11-16 Skyland Byrd's Nest Cabin	Smoke detector - battery - Check and replace battery biannually
85860	SK11-20 Skyland Peak View Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85860	SK11-20 Skyland Peak View Cabin	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85860	SK11-20 Skyland Peak View Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85860	SK11-20 Skyland Peak View Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85860	SK11-20 Skyland Peak View Cabin	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85860	SK11-20 Skyland Peak View Cabin	Fire alarm strobe/horn - Check annually
85860	SK11-20 Skyland Peak View Cabin	Replace Ext paint/stain (projected end of useful life)
85860	SK11-20 Skyland Peak View Cabin	Replace Int paint/stain (projected end of useful life)
85860	SK11-20 Skyland Peak View Cabin	Replace Carpet (projected end of useful life)
85860	SK11-20 Skyland Peak View Cabin	Replace Clg paint/stain (projected end of useful life)
85860	SK11-20 Skyland Peak View Cabin	Smoke detector - battery - Check and replace battery biannually
85859	SK11-22 Skyland Pine Grove Cabin	Replace Exterior wood wall, w/ vert wood siding (projected end of useful life)
85859	SK11-22 Skyland Pine Grove Cabin	Replace Smoke detector - battery (projected end of useful life)
85859	SK11-22 Skyland Pine Grove Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85859	SK11-22 Skyland Pine Grove Cabin	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85859	SK11-22 Skyland Pine Grove Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85859	SK11-22 Skyland Pine Grove Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85859	SK11-22 Skyland Pine Grove Cabin	Replace Ext paint/stain (projected end of useful life)
85859	SK11-22 Skyland Pine Grove Cabin	Replace Int paint/stain (projected end of useful life)
85859	SK11-22 Skyland Pine Grove Cabin	Replace Carpet (projected end of useful life)
85859	SK11-22 Skyland Pine Grove Cabin	Replace Clg paint/stain (projected end of useful life)
85859	SK11-22 Skyland Pine Grove Cabin	Smoke detector - battery - Check and replace battery biannually

FMSS Code	Asset Description	Work Description
85858	SK11-42 Skyland Whispering Pines Cabin	Chimney,stone - Clean chimney
85858	SK11-42 Skyland Whispering Pines Cabin	Gutters, GSM or aluminum - Clear debris, semiannually
85858	SK11-42 Skyland Whispering Pines Cabin	Roofing, wood shingles (high quality) - Inspect roof covering and flashings semiannually
85858	SK11-42 Skyland Whispering Pines Cabin	Water heater, electric, to 50 gal. - Drain / refill and turn on / off power supply
85858	SK11-42 Skyland Whispering Pines Cabin	Sanitary Waste Piping - Put anti-freeze in floor drain traps
85858	SK11-42 Skyland Whispering Pines Cabin	Gas piping, Black steel - Shut off main supply; depressurize interior piping
85858	SK11-42 Skyland Whispering Pines Cabin	Fire alarm strobe/horn - Check annually
85858	SK11-42 Skyland Whispering Pines Cabin	Replace Int paint/stain (projected end of useful life)
85858	SK11-42 Skyland Whispering Pines Cabin	Replace Clg paint/stain (projected end of useful life)
85858	SK11-42 Skyland Whispering Pines Cabin	Smoke detector - battery - Check and replace battery biannually

EXHIBIT I**INSURANCE REQUIREMENTS****SEC. 1. INSURANCE REQUIREMENTS**

The Concessioner shall obtain and maintain during the entire term of this Contract, at its sole cost and expense, the types and amounts of insurance coverage necessary to fulfill the obligations of the Contract. No act of the Concessioner, its agents, servants, or employees may impair any and all insurance coverage provided for the benefit of, or evidenced to the Service. The Concessioner must ensure that its insurance carriers provide the Service, solely for the benefit of the Service, **an unconditional 30 days advance notice** of cancellation in coverage or in material change to policy terms for all property insurance. The Concessioner must provide the Service with a 30-day notice of cancellation of or material change to all liability and workers' compensation insurance policies.

The amounts of insurance, limits of liability, and coverage terms included are not intended as a limitation of the Concessioner's responsibility or liability under the Contract, but rather an indication as to the minimum types, amounts, and scope of insurance that the Service considers necessary to allow the operation of the concession at the Area. Nevertheless, if the Concessioner purchases insurance in addition to the limits set forth herein, the Service will receive the benefit of the additional amounts of insurance without cost to the Service.

SEC. 2. LIABILITY INSURANCE

The Concessioner must maintain the following minimum Liability Coverages, all of which, unless noted herein, are to be written on an occurrence form of coverage. The Concessioner may attain the limits specified below by means of supplementing the respective coverage(s) with Excess or "Umbrella" liability as explained below.

(a) Commercial General Liability

- (1) The Concessioner must obtain coverage for bodily injury, property damage, contractual liability, personal, advertising injury liability and products, and completed operations liability. The Concessioner must provide the following minimum limits of liability:

General Aggregate	\$11,000,000
Products and Completed Operations Aggregate	\$11,000,000
Per Occurrence	\$10,000,000
Personal & Advertising Injury Liability	\$10,000,000
Medical Payments	\$10,000
Damage to Premises Rented to You	\$25,000

- (2) The liability coverages may not contain the following exclusions/limitations:

Athletic or Sports Participants
 Products/Completed Operations
 Personal & Advertising Injury exclusion or limitation
 Contractual Liability
 Explosion, Collapse and Underground Property Damage exclusion

Total Pollution exclusion

- (3) Pollution liability insurance coverage must be included for injuries resulting from smoke, fumes, vapor, or soot, or other contaminants arising from equipment used to heat the building or from a hostile fire.
- (4) If the policy insures more than one location, the General Aggregate limit must be amended to apply separately to each location.

(b) Automobile Liability

The Concessioner must provide coverage for bodily injury and property damage arising out of the ownership, maintenance or use of “any auto,” Symbol 1, including garage operations for products and completed operations. Garage-keepers’ liability is to be included on a “direct” basis for all Concessioner operations handling, parking or storing automobiles owned by others for a fee. Where there are no owned autos, coverage will be provided for “hired” and “non-owned” autos, “Symbols 8 & 9.”

Combined Single Limit Each Accident	\$10,000,000
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(c) Liquor Liability (if applicable)

The Concessioner must provide coverage for bodily injury and property damage including damages for care, loss of services, or loss of support arising out of the selling, serving, or furnishing of any alcoholic beverage.

Each Common Cause Limit	\$1,000,000
Aggregate Limit	\$2,000,000

Host liquor liability is required for functions where no charge is made to reception guests.

(d) Watercraft Liability (or Protection & Indemnity) (not applicable)

The Concessioner must provide coverage for bodily injury and property damage arising out of the use of any watercraft.

Each Occurrence Limit	\$
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Marina liability shall be maintained at the same Each Occurrence Limit if the Concessioner operates a marina, and tower’s liability shall be maintained at the same Each Occurrence Limit if the Concessioner tows or transports non-owned vessels by water.

(e) Marina Operator’s Legal Liability (not applicable)

Coverage will be provided for damage to property in the care, custody or control of the Concessioner.

Any One Loss	\$
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(f) Aircraft Liability (not applicable)

The Concessioner must provide coverage for bodily injury (including passengers) and property damage arising out of the use of any aircraft.

Each Person Limit	\$
Property Damage Limit	\$
Each Accident Limit	\$

The Concessioner must maintain airport liability insurance at a limit of at least \$ _____ if the Concessioner maintains landing facilities for use by third parties. Hangerkeeper's liability shall be maintained at a limit sufficient to cover the maximum estimated value of non-owned aircraft in the Concessioner's care, custody or control if the Concessioner provides aircraft storage to third parties.

(g) Garage Liability (not applicable)

This coverage is required for any operations in which the Concessioner services, handles or repairs automobiles owned by third parties. Coverage will be provided for bodily injury, property damage, personal or advertising injury liability arising out of garage operations (including products/completed operations and contractual liability) as well as bodily injury and property damage arising out of the use of automobiles.

Each Accident Limit - Garage Operations (Other than Covered Autos)	\$
Aggregate Limit-Garage Operations	\$
Covered Auto Limit (each accident)	\$
Garagekeepers Liability	\$
Personal Injury Protection (or equivalent no-fault coverage)	\$
Uninsured Motorists	\$
Personal & Advertising Injury Limit	\$
Fire Legal Liability "per fire"	\$

If owned vehicles are involved, liability coverage should be applicable to "any auto" ("Symbol 21"), otherwise coverage applicable to "hired" and "non-owned" autos ("Symbols 28 & 29") should be maintained.

(h) Excess Liability or "Umbrella" Liability

The Concessioner is not required to provide Excess Liability or "Umbrella" liability coverage, but may use it to supplement any insurance policies obtained to meet the minimum requirements of the Contract. If maintained, the Concessioner will provide coverage for bodily injury, property damage, personal injury, or advertising injury liability in excess of scheduled underlying insurance. In addition, coverage must be at least as broad as that provided by underlying insurance policies and the limits of underlying insurance must be sufficient to prevent any gap between such minimum limits and the attachment point of the coverage afforded under the Excess Liability or "Umbrella" Liability policy.

The Concessioner may use an Excess or "Umbrella" liability policy to achieve the Commercial General Liability and automobile liability limits set forth above. If a lower limit of liability is used for a subordinate policy, however, then the limit of liability under the excess policy must be in an amount to achieve the minimum limit of liability required for the subject policy.

(i) Care, Custody and Control--Legal Liability, i.e. Innkeeper's Liability (not applicable)

Coverage will be provided for damage to property in the care, custody or control of the Concessioner (including photography/artwork held on consignment).

Any one Guest	\$
Any One Loss	\$

(j) Professional Liability, e.g. doctors, barbers and hairdressers (not applicable)

The Concessioner must maintain, or cause professionals working on its behalf to maintain, professional liability insurance for all professional services provided by or on behalf of the Concessioner.

Each Occurrence Limit	\$
Aggregate Limit	\$

(k) Environmental Impairment Liability

The Concessioner will provide coverage for bodily injury and property damage arising out of pollutants or contaminants on-site and offsite and clean-up.

Each Occurrence or Each Claim Limit	\$1,000,000
Aggregate Limit	\$2,000,000

(l) Special Provisions for Use of Aggregate Policies

The General Aggregate under the Commercial General Liability policy must apply on a "per location" basis. The Certificate of Insurance required herein will note compliance with this aggregate provision.

(m) Deductibles/Self-Insured Retentions

The Concessioner's self-insured retentions or deductibles on any of the above described Liability insurance policies (other than Umbrella Liability, Environmental Impairment Liability or Professional Liability, if maintained) may not exceed \$5,000 without the prior written approval of the Director. Deductibles or retentions on Umbrella Liability, Environmental Impairment Liability and Professional Liability may be up to \$25,000.

(n) Workers' Compensation & Employers' Liability

The Concessioner must obtain coverage that complies with the statutory requirements of the state(s) in which the Concessioner operates. The Employer's Liability limit will not be less than \$1,000,000.

If Concessioner operations are conducted in proximity to navigable waters, United States Longshore and Harbor Workers' Compensation Act coverage must be endorsed onto the workers' compensation policy. If the Concessioner's operations include use of watercraft on navigable waters, a maritime coverage endorsement must be added to the workers' compensation policy, unless coverage for captain and crew is provided in a Protection & Indemnity policy.

SEC. 3. PROPERTY INSURANCE**(a) Building(s) and Contents Coverage**

Amount of insurance (buildings): Full replacement value as listed in Exhibit D without deduction.

Amount of insurance (contents): Full replacement value without deduction.

Amount of insurance (inventory): Full replacement value without deduction.

- (1) Insurance shall cover buildings, structures, improvements & betterments, and contents for all Concession Facilities, as more specifically described in Exhibit D of this Contract.
- (2) Coverage shall apply on an "All Risks" or "Special Coverage" basis and shall include coverage for earthquake damage.
- (3) The policy shall provide for loss recovery on a Replacement value basis without deduction.
- (4) The amount of insurance must represent no less than 100% of the Replacement Cost value of the insured property. The Concessioner must insure inventory for 100% of the replacement cost of the products held for sale.
- (5) The coinsurance provision, if any, shall be waived or suspended by an Agreed Amount clause.
- (6) Coverage is to be provided on a blanket basis for real and personal property.
- (7) The vacancy restriction and unoccupied restriction, if any, must be eliminated for all property that will be vacant beyond any vacancy or unoccupied time period specified in the policy.
- (8) Flood Coverage (required if location is in a Special Flood Hazard Area) must be maintained at least at the maximum limit available in the National Flood Insurance Program (NFIP) or the total replacement cost of the property, whichever is less.
- (9) Earthquake Coverage must be maintained at the maximum limit available not to exceed 100% replacement value, without deduction.
- (10) Ordinance or law, demolition, and increased cost of construction. Coverage shall be maintained with a limit of not less than 20% of the building replacement costs listed in Exhibit D, each for the increased cost of construction and for the cost to replace the undamaged portion of a building ordered torn down by the appropriate authorities.

(b) Boiler & Machinery/Equipment Breakdown Coverage

- (1) Insurance shall apply on the comprehensive basis of coverage including all objects within the Concession Facilities.
- (2) The policy shall provide a limit at least equal to the full replacement cost for all covered objects in the highest valued Concession Facilities location, plus 20% on a replacement cost basis.
- (3) No coinsurance clause shall apply.

- (4) Coverage is to be provided on a blanket basis.
- (5) If insurance is written with a different insurer than the Building(s) and Contents insurance, both the Property and Boiler insurance policies must be endorsed with a joint loss agreement.
- (6) Ordinance or law, demolition, and increased cost of construction coverage shall be maintained.

(c) Inland Marine Coverage (not applicable)

- (1) Insurance shall apply to all boats, office trailers, equipment, storage racks and docks owned or rented by the insured, unless otherwise covered by building and contents coverage or provided for as part of a watercraft, or protection & indemnity liability policy.
- (2) Coverage shall apply to direct damage to covered property.
- (3) Flood and earthquake coverage shall be maintained.
- (4) Coverage shall be maintained while covered property is in transit or away from the insured's premises.
- (5) No coinsurance clause shall apply.

(d) Builders Risk Coverage

- (1) Insurance shall cover buildings or structures under construction pursuant to the terms of the Contract and include coverage for property that has or will become a part of the project while such property is at the project site, at temporary off-site storage, and while in transit. Coverage also must apply to temporary structures such as scaffolding and construction forms.
- (2) Coverage shall apply on an "All Risks" or "Special Coverage" basis.
- (3) The policy shall provide for loss recovery on a Replacement cost basis.
- (4) The amount of insurance should represent no less than 100% of the Replacement value of the property in the process of construction.
- (5) No coinsurance clause shall apply.
- (6) Any occupancy restriction must be eliminated.
- (7) Any collapse exclusion must be eliminated.

(e) Business Interruption and/or Expense

Business Interruption insurance and extra expense insurance covers the loss of income and continuation of fixed expenses in the event of damage to or loss of any or all of the Concession Facilities. Extra Expense insurance covers the extra expenses above normal operating expenses to continue operations in the event of damage or loss to covered property. Business Interruption

insurance is required on all property policies, and boiler and machinery policies. The minimum coverage provided must be calculated by the Concessioner as follows:

Anticipated annual gross revenue from operations	\$ _____
Less non-continuing expenses	(\$ _____)
Annual Total	\$ _____
Divided by 12	\$ _____
Times the number of months estimated to rebuild or repair the Concession Facilities	\$ _____
Minimum Coverage	\$ _____

(f) Deductibles

Property Insurance coverages described above may be subject to deductibles as follows:

- (1) Direct Damage deductibles shall not exceed the lesser of 10% of the amount of insurance or \$50,000 (except Flood & Earthquake coverage may be subject to deductibles not exceeding 5% of the property value for flood, windstorm and earthquake).
- (2) Extra Expense deductibles (when coverage is not combined with Business Interruption) shall not exceed \$50,000.

(g) Required Clauses

- (1) Loss Payable Clause: A loss payable clause, similar to the following, must be added to Buildings and Contents, Boiler and Machinery, and Builders Risk policies:

“In accordance with Concession Contract No. ___ dated ___, between the United States of America and [the Concessioner] payment of insurance proceeds resulting from damage or loss of structures insured under this policy is to be disbursed directly to the Concessioner without requiring endorsement by the United States of America, unless the damage exceeds \$1,000,000.”

SEC. 4. CONSTRUCTION PROJECT INSURANCE

Concessioners entering into contracts with outside contractors for various construction projects, including major renovation projects, rehabilitation projects, additions or new structures must ensure that all contractors retained for such work maintain an insurance program that adequately covers the construction project.

The insurance maintained by the construction and construction-related contractors shall comply with the insurance requirements stated in the Contract including this Exhibit (for Commercial General Liability, Automobile Liability, Workers' Compensation and, if professional services are involved, Professional Liability). Except for worker's compensation insurance, the interests of the Concessioner and the United States shall be covered in the same fashion as required in the Commercial Operator Insurance Requirements. The amounts and limits of the required coverages shall be determined in consultation with the Director taking into consideration the scope and size of the project.

SEC. 5. INSURANCE COMPANY MINIMUM STANDARDS

All insurance companies providing the above described insurance coverages must meet the minimum standards set forth below:

- (1) All insurers for all coverages must be rated no lower than A- by the most recent edition of Best's Key Rating Guide (Property-Casualty edition), unless otherwise authorized by the Service.
- (2) All insurers for all coverages must have a Best's Financial Size Category of at least VII according to the most recent edition of Best's Key Rating Guide (Property-Casualty edition), unless otherwise authorized by the Service.

SEC. 6. THIRD PARTY VENDOR INSURANCE

Concessioners entering into contracts with third party vendors for various services or activities that the Concessioner is not capable of providing or conducting, must ensure that all vendors retained for such work maintain an insurance program that adequately covers the activity and complies with all the requirements applicable to the vendor's own insurance.

SEC. 7. CERTIFICATES OF INSURANCE

All certificates of insurance required by this Contract shall be completed in sufficient detail to allow easy identification of the coverages, limits, and coverage amendments that are described above. In addition, the insurance companies must be accurately listed along with their A.M. Best Identification Number ("AMB#"). The name, address, and telephone number of the issuing insurance agent or broker must be clearly shown on the certificate of insurance as well.

Due to the space limitations of most standard certificates of insurance, it is expected that an addendum will be attached to the appropriate certificate(s) in order to provide the space needed to show the required information.

In addition to providing certificates of insurance, the Concessioner, upon written request of the Director, shall provide the Director with a complete copy of any of the insurance policies (and all endorsements thereto) required herein to be maintained by the Contract including this Exhibit.

The certificate of insurance shall contain a notation by the Concessioner's insurance representative that the insurance coverage represented therein complies with the provisions of the Contract, including this Exhibit.

SEC. 8. STATUTORY LIMITS

In the event that a statutorily required limit exceeds a limit required herein, the Concessioner must maintain the higher statutorily required limit, which shall be considered as the minimum to be maintained. In the event that the statutorily required limit is less than the limits required herein, the limits required herein apply.

EXHIBIT J**TRANSITION TO A NEW CONCESSIONER****SEC 1. GENERAL**

The Director and the Concessioner hereby agree that, in the event of the expiration or termination of this Contract for any reason (hereinafter "Termination" for purposes of this Exhibit) and the Concessioner is not to continue the operations authorized under this Contract after the Termination Date, the Director and the Concessioner in good faith will fully cooperate with one another and with the new concessioner or concessioners selected by the Director to continue such operations ("New Concessioner" for purposes of this exhibit), to achieve an orderly transition of operations in order to avoid disruption of services to Area visitors and minimize transition expenses.

SEC. 2. COOPERATION PRIOR TO THE TERMINATION DATE

At such time as the Director may notify the Concessioner that it will not continue its operations upon the Termination of this Contract, the Concessioner, notwithstanding such notification, shall undertake the following tasks.

(a) Continue Operations

The Concessioner shall continue to provide visitor services and otherwise comply with the terms of the Contract in the ordinary course of business and endeavor to meet the same standards of service and quality that were being provided previously with a view to maintaining customer satisfaction.

(b) Continue Bookings

(1) The Concessioner shall continue to accept all future bookings for any hotel, lodging facilities, or other facilities and services for which advance reservations are taken. The Concessioner shall not divert any bookings to other facilities managed or owned by the Concessioner or any affiliate of the Concessioner. The Concessioner shall notify all guests with bookings for any period after the Termination Date that the New Concessioner will operate the facilities and services.

(2) Promptly following notification to the Concessioner by the Director of the selection of the New Concessioner, the Concessioner shall provide the New Concessioner with a copy of Concessioner's reservation log for visitor services as of the last day of the month prior to the selection of the New Concessioner. The Concessioner thereafter shall update such log on a periodic basis (but no less frequently than 30 days) until the Termination Date. The reservation log shall include, without limitation, the name of each guest, and the guest's address, contact information, dates of stay, rate quoted, amount of advance deposit received, and confirmation number, if applicable.

(c) Designating a Point of Contact and Other Actions

(1) The Concessioner shall designate one of the Concessioner's executives as the point of contact for communications between the Concessioner and the New Concessioner.

(2) The Concessioner shall provide the New Concessioner with access to all Concession Facilities, including "back-of-house areas". The Concessioner also shall provide the New Concessioner copies of the keys to all Concession Facilities.

(3) The Concessioner shall provide the Director and the New Concessioner full access to the books and records, licenses, and all other materials pertaining to all Concession Facilities and the Concessioner's operations in general.

(4) The Concessioner shall provide the Director and the New Concessioner with copies of all maintenance agreements, equipment leases (including short-wave radio), service contracts, and supply contracts, including contracts for on-order merchandise (collectively "contracts"), and copies of all liquor licenses and other licenses and permits (collectively "licenses").

(5) The Concessioner shall allow the New Concessioner to solicit and interview for employment all of the concessioner's salaried and hourly employees, including seasonal employees, through a coordinated process implemented by the Concessioner.

(6) The Concessioner shall not enter into any contracts or agreements that would be binding on any Concession Facilities or concession operations in general after the Termination Date without the prior written agreement of the New Concessioner.

(d) Financial Reports

Within 30 days after receipt of the notification of the selection of the New Concessioner, The Concessioner shall provide the New Concessioner with a financial report with respect to the operation of the Concession Facilities and the Concessioner's operations in general as of the last day of the month prior to receipt of such notification. The Concessioner, thereafter, shall update such financial report on a periodic basis (but no less frequently than 30 days) until the Termination Date. Such financial report shall include, at a minimum: a balance sheet for the Concession Facilities, if any; a schedule of pending accounts payable; and a schedule of pending accounts receivable.

(e) Personal Property List

The Concessioner shall provide the New Concessioner with a complete, detailed, and well-organized list of physical inventory, supplies, and other personal property owned or leased by the Concessioner in connection with its operations under the Contract (including a list of such items that are on order) The Concessioner must provide the list to the New Concessioner within 30 days following receipt of the notification of the selection of the New Concessioner. The Concessioner, thereafter, shall update the list on a monthly basis. The Concessioner shall designate those items that the Concessioner believes are essential to maintaining the continuity of operations or the special character of the concession operations. The Concessioner shall assist the New Concessioner in reviewing and validating the list.

(f) Other Information and Reports

The Concessioner shall provide the New Concessioner with all other information and reports as would be helpful in facilitating the transition, including, without limitation, a list of maintenance records for the Concessioner's operations for the period of one year prior to notification of the selection of the New Concessioner. The Concessioner must also provide complete information on the following to the New Concessioner: utilities, including gas and electric; telephone service; water service; and specific opening and closing procedures. The Concessioner must provide all such information within 30 days after receipt of notification of the selection of the New Concessioner and update the information periodically (but no less frequently than 30 days) until the Termination Date.

(g) Other Cooperation

The Concessioner shall provide the Director and the New Concessioner with such other cooperation as reasonably may be requested.

SEC. 3. COOPERATION UPON THE TERMINATION DATE

Upon the Termination Date, the Concessioner shall undertake the following activities.

(a) Transfer of Contracts and Licenses

The Concessioner shall cooperate with the transfer or assignment of all contracts and licenses entered into by the Concessioner that the New Concessioner elects to assume.

(b) Reservation Systems

The Concessioner shall cooperate with the transfer of reservation information by:

- (i) Providing the New Concessioner with an update of the reservation log through the Termination Date;
- (ii) Disconnecting its operations from the Concessioner's centralized reservation system, if any; and
- (iii) Assisting the New Concessioner in transitioning to the New Concessioner's reservation system.

(c) Fees and Payments

No later than 10 days after the Termination Date, the Concessioner shall provide the Director with an itemized statement of all fees and payments due to the Director under the terms of the Contract as of the Termination Date, including, without limitation, all deferred, accrued, and unpaid fees and charges. The Concessioner, within 10 days of its delivery to the Director of this itemized statement, shall pay such fees and payments to the Director. The Concessioner and the Director acknowledge that adjustments may be required because of information that was not available at the time of the statement.

(d) Access to Records

The Concessioner shall make available to the Director for the Director's collection, retention, and use, copies of all books, records, licenses, permits, and other information in the Concessioner's possession or control that in the opinion of the Director are related to or necessary for orderly and continued operations of the related facilities and services, notwithstanding any other provision of this Contract to the contrary.

(e) Removal of Marks

The Concessioner shall remove (with no compensation to Concessioner) all items of inventory and supplies as may be marked with any trade name or trademark belonging to the Concessioner within 30 days after Termination.

(f) Other Cooperation

The Concessioner shall provide the Director and the New Concessioner with such other cooperation as reasonably may be requested.