

Simplified Procedures Project

Concessions Management Advisory Board

Fall 2013

Scope of the Project

In the National Park Service (NPS) Concessions Management Improvement Act of 1998 (“1998 Act”), Congress directed the NPS to include “simplified procedures for small, individually-owned, concession contracts” in the competitive process for the award of a concession contract (P.L. 105-391 § 403(1)). This project continues efforts to develop and implement policies for simplifying the prospectus process and contract compliance procedures for small individually-owned concession contracts. We will build on current simplified procedures including fewer contractual requirements for Category III contracts, simplified financial reporting requirements, and annual franchise fee payments.

Preliminary Work:

- An NPS Work Group has defined the scope of the project and compiled information on concessioners by revenue and operating structure.
- CMAB work group identified to assist with this process. Members of this work group include:
 - Anne Altman
 - Edward G. Benz
 - Elizabeth Burns Cook
 - Cris Coughlin
 - Kirk Ellis
 - Craig Erickson
 - Jesse Jefferson
 - Dick Linford
 - Sheri and Craig Loomis
 - Mike Mills
 - Courtland Nelson
 - Paul Pfenninger
 - Michael Rheam
 - Sandra Robinson
 - Stacy Smith
 - Arlo Tejado
 - Barry Trice
 - Tasha S. Wade
 - Addison Williams

CMAB Work Group tasks

- Review results of survey of all small concessioners.
- Review current prospectus process and identify long and short term actions for simplification.
- Review current contract compliance process and identify long and short term actions for simplification.
- Review draft report and provide feedback.

NPS Work Group tasks

- Use feedback from the CMAB Work Group to on potential actions to simplify processes and provide staff assistance to the CMAB in developing recommendations.
- Develop and conduct concessioner survey.
- Analyze information from survey, CMAB Work Group, and NPS.
- Prepare draft and final reports recommending changes, including implementation plans.

Present recommendations to CMAB (March 2014)

- CMAB provides recommendations for implementation.

Present recommendations to NPS management (January – May 2014)

- Obtain approval to implement recommendations.