

National Park Service
U.S. Department of the Interior
Gateway National Recreation Area
Jamaica Bay and Staten Island Units



REQUEST FOR PROPOSALS

Competitive Leasing Opportunity Up to Four (4) Operating Seasons for Overnight Camping at Floyd Bennett Field and Fort Wadsworth

<i>Release Date</i> Wednesday, March 9, 2022	<i>Proposals Due</i> Friday, May 13, 2022, by 1:00 PM EST
<i>Site Visit</i> Will be scheduled upon request. Email: gateway_bmd@nps.gov	<i>Q & A</i> gateway_bmd@nps.gov no later than Friday, April 9, 2022, by 1 PM EST. Frequently asked questions will be posted online at nps.gov/gate .

The Superintendent of Gateway National Recreation Area (NRA) announces a Request For Proposals in connection with a Lease for use and occupancy of historic land at Gateway National Recreation Area. The use authorized under the Lease will be limited to camping as described below. The lease term will be for a period of up to four (4) operating seasons, with a duration of approximately four (4) months per season, from Memorial Day Weekend through September 30 of each year during which the Lease is in effect, except for the first season, *which if effective in 2022, may commence at a later date*. Otherwise, the minimum operating season is from Memorial Day Weekend through Labor Day Weekend of each year during which this Lease is in effect. Operating seasons may be extended beyond these dates at the discretion of NPS. The Lease will be issued in accordance with Title 54 of the United States Code Subtitle 102102 ([54 U.S.C § 102102](#)) and Title 36 of the Code of Federal Regulations Part 18 ([36 C.F.R 18](#)).

Selected Applicants will not be permitted to commence operations until NPS has completed its review in accordance with the National Environmental Policy Act. Separate or additional compliance review will be required for any change in use of the sites. Please note, the areas are currently designated for temporary and primitive tent camping and temporary RV camping (Floyd Bennett Field only). Applicants proposing the introduction of additional camping amenities, including but not limited to glamping and tiny house camping at the below identified locations will be required to submit to an additional level of compliance review to ensure the proposed activity does not present any unacceptable impacts to natural and cultural resources. It is not expected that additional camping amenities will be introduced in time for the 2022 season.

Applicants should note that the campgrounds are within the Floyd Bennett Field and Fort Wadsworth Historic Districts, which must be preserved and maintained in accordance with the Secretary of Interior's Standards for the Treatment of Historic Properties Standards as identified in 36 C.F.R. 68. This requires NPS to undertake a review and evaluation of the proposed activities in accordance with Section 106 of the National Historic Preservation Act (recodified at 54 U.S.C. § 306108). Selected Applicants will be required to submit formal plans and specifications for NPS compliance review. Such review will include any change to current use, all ground disturbance, and any other changes which include modifications to the layout of the Premises.

More Information about Gateway National Recreation Area can be found here:
www.nps.gov/gate

Description of Areas

Applicants may submit a response to the RFP for either location or for both locations. Submissions including both locations will be rated more favorably.

The Lease will authorize overnight camping operations and camping supply rentals in parts of :

I. Floyd Bennett Field

Floyd Bennett Field is located in the Jamaica Bay Unit of the Gateway National Recreation Area.

There is currently an array of tent camping and RV sites available at the below described locations. NPS will consider additional types of camping, including but not limited to glamping and tiny house camping at the below identified locations.

Floyd Bennett Field was New York City's first municipal airport; later it became a World War II naval air station. It was redesignated a Naval Air Reserve Training Station in 1946. With the Cold War and the Korean War intensifying the site was again redesignated a Naval Air Station within the Naval Air Reserve System. Navy and Marine Aircraft Squadrons called the Field home and reserve units trained on weekends. As the U.S. scaled back the Vietnam War effort, Floyd Bennett Field was no longer needed. In 1971, the U.S. Navy deactivated the Field. Soon thereafter, Congress made the location part of Gateway NRA.

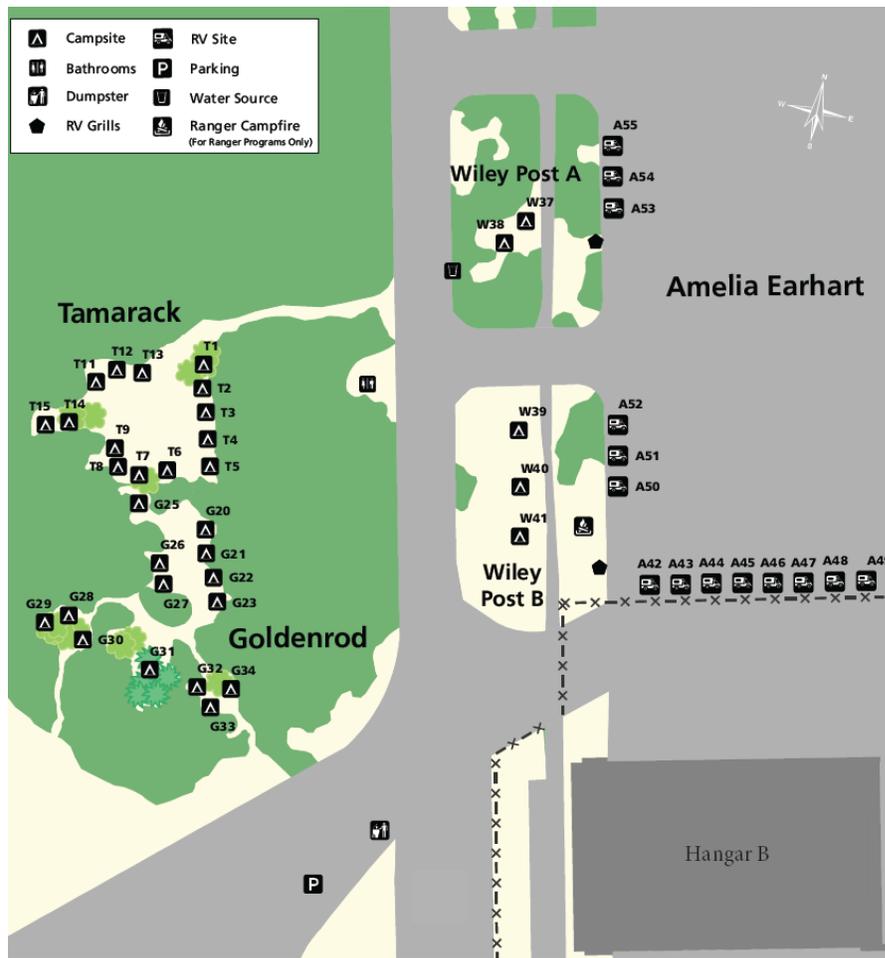
Today this area includes over 1,300 acres of grassland, saltmarshes, tidal mudflats, a marina, and the former airfield, including a control tower and terminal that is now the William Fitts Ryan Visitor Center (Ryan Visitor Center). Many recreational opportunities are available, including camping, biking, archery, gardening, ice skating, hockey, gymnastics, and other indoor sports.

Public transportation to and from Floyd Bennett Field is available via the Q35 bus, which makes connections to the 2 and 5 trains at the Flatbush Av-Brooklyn College Station. The Q35 bus also provides access to the A train or the S (Rockaway Park Shuttle) at the Rockaway Park-Beach 116th St Station.

Additional information about camping locations at Floyd Bennett Field locations is provided in the table below. The selected Applicant is not required to preserve the existing configuration of campsites at Floyd Bennett Field, although significant changes to the site may not be feasible for the 2022 season. All tent camping sites contain a fire ring, barbecue grill and a picnic table

Location	Area	Notes
Amelia	Approximately 4.0 acres 12 RV Campsites	RV camping site. Area contains an RV pump out station.
Goldenrod	Approximately 0.2 acres 14 Tent Campsites	
Tamarack	Approximately 0.5 acres 13 Tent Campsites	Primitive camping site.
Wiley	Approximately 0.15 acres 5 Tent Campsites	Primitive camping site.

The map below presents the existing campground layout. More information about the locations can be found here: [Camp Gateway- Brooklyn NY, Gateway National Recreation Area - Recreation.gov](#). Campsites are not currently open to the public or otherwise available to be reserved.



II. Fort Wadsworth

Fort Wadsworth, in the Staten Island Unit of Gateway National Recreation Area, is one of the oldest military installations in the nation. The site occupies 226 acres on the northeastern shore of Staten Island, on the Narrows of New York Harbor, much of which is included in the Fort Wadsworth National Register Historic District. Rich in history and natural beauty, Fort Wadsworth affords the opportunity to observe an important part of our nation's history, while offering magnificent views of New York Harbor. Positioned on the west bank of the Narrows, the forts and batteries located in Fort Wadsworth are significant for their roles in national seacoast defense strategy and are good examples of Second System and Third System fortifications.

Camping is authorized in the area of Fort Wadsworth known as Camp Hudson. Camp Hudson contains seven tent sites, restrooms, and hot showers.

Public transportation to Fort Wadsworth is available by the S51bus from the Staten Island Ferry Terminal to the park entrance on Bay Street. (Please note - some buses come through Fort

Wadsworth, while others only stop at the front gate. Please look at the front of the bus).



Opportunity

The Park will issue a Lease (Attachment A) for up to four (4) operating seasons with each season being for a period of approximately four (4) months. The Lease will authorize use and occupancy of the Premises for the purposes described herein between Memorial Day (approximately May 30) and September 30 with time to set up and break down the sites on the Premises. The Lease cannot be renewed.

NPS leasing law requires payment of Fair Market Value Rent for any lands or facilities leased to non-NPS entities. Applicants must propose, at minimum, an amount of rent equal to Fair Market Value Rent. The minimum fair market value rent is based on the type of camping and the proposed duration. NPS has determined the minimum gross percentage rent to be 9% of Gross Revenue. Applicants are free to propose more. See Criterion 3, below, for more information about Fair Market Value Rent.

Description of Services Solicited

Applicants must identify how they will provide tents and other types of temporary structures

suitable for overnight or multi-day camping at the above identified locations identified by NPS. The Lessee will be required to manage the Leased Premises as follows:

- a. **Reservation System.** Applicants must propose use of an online reservation system for guests. Reservations may not exceed two weeks in duration.
- b. **Greywater Management.** On-site discharge of greywater is prohibited. All greywater must be removed from site at Lessee's sole expense. Coordination with park staff for truck scheduling will be required.
- c. **Comfort Stations/Toilets.** Except for those assigned under the Lease, if any, comfort stations/toilets sufficient to service the number of campsites must be provided by the Lessee and must be temporary and removable. All comfort stations/toilets must be cleaned, maintained, and pumped out if applicable and carted off-site, at the Lessee's sole expense on a frequent and consistent basis. NPS reserves the right to make any determinations as to the frequency with which such obligations will be undertaken by the Lessee. *The selected Applicant may have access to an existing portable restroom trailer available at Floyd Bennett Field, but NPS cannot confirm or guarantee its condition or usability. The comfort station adjacent to the public campground at Floyd Bennett Field is not included in this opportunity. It must remain available to all park visitors. Restrooms in the campground area are available at Fort Wadsworth, including showers, and will be the responsibility of the lessee.*
- d. **Temporary Fire Pits or Rings.** If desired, additional temporary fire pits or rings may be provided, subject to limits to be identified by NPS and subject to review and approval by a NPS safety officer and fire protection officer.
- e. **Trash Removal.** The Lessee is responsible for removal of all trash generated at the site. The park may identify an area to be used in connection with trash collection and removal responsibilities under the Lease at the Lessee's sole expense on a frequent and consistent basis. NPS reserves the right to make any determinations as to the frequency with which such obligations will be undertaken by the Lessee.
- f. **Lockers.** The Lessee must provide Lockers or other secure storage for campers' belongings. Other on-site storage required by the Lessee is subject to NPS determinations as to availability, if any, and location.
- g. **On-site Host or Representative.** An on-site host or representative must be available for all camper check-ins and must also be available during night hours from 8PM to 8AM, 7 days per week, for the duration of the program.
- h. **Contact Information.** Lease Holder Contact Information must be posted in a visible location at all times.
- i. **Signage.** Signage related to the authorized activities must be approved by NPS.
- j. **Limitations.** No guest may be allowed to book more than fourteen (14) consecutive days at any camp site.
- k. **Marketing Materials.** Marketing materials such as but not limited to brochures, tear sheets, and print advertising must be approved by NPS.
- l. **Compliance with Park Rules and Regulations.** The Lessee will be required to ensure campers comply with park rules and regulations, to revoke permission for campers to remain on site if necessary, and to coordinate with NPS law enforcement as necessary.
- m. **Removal of Amenities.** Fire pits or rings, picnic tables, and other amenities

provided by the Selected Applicant supporting the proposed use must be removed when any of the locations are not in use/closed for the season.

- n. **Additional Amenities:** Additional amenities such as a camp store for camping related supplies and equipment may be authorized by NPS. Pre-packaged food and non-alcoholic beverage items may be sold by the Lessee. Any prepared foods will require a public health inspection by the NPS Public Health Officer. **Applicants should note that a camp store managed by Eastern National is already located on-site at Floyd Bennett Field. Selected Applicants are prohibited from directly competing with Eastern National and may not sell anything that is already carried by Eastern National. This restriction does not apply to the campsites at Fort Wadsworth.**

Site Conditions and Requirements:

NPS cannot guarantee that water, electrical, or utility services to support camping operations are available on site. NPS will not provide security services for the site(s). Only temporary and removable furniture, fixtures, and equipment (FF&E) approved by NPS are permitted to be erected or brought on site by the Lessee; no facility with a permanent connection to the site is permitted. The Lessee may only utilize sleeping accommodations and comfort stations/toilets/showers which can be quickly and easily moved in the event of an emergency.

Applicants should note that at this time NPS has no over-winter/off season storage available for use in connection with the activities described herein. Applicants should make arrangements to remove all supplies and equipment at the end of each season. In the event NPS identifies locations at which over-winter/off season storage may be available in the future, such locations will be subject to Fair Market Value Rent considerations which have not yet been identified but which may be addressed at a later time.

The Lessee will be required to:

1. Follow all the terms and Conditions of the attached Lease, which includes, but is not limited to:
 - a. Submit proof of insurance (General Liability \$1 Million per occurrence /\$3 Million aggregate).
 - b. Provide statement of gross receipts from activities conducted under this Lease within thirty (30) days of end of every season for which the Lease is in effect. Selected applicants are required to maintain accounting systems and make all financial records related to the activities conducted under the Lease available to the United States of America and the General Accounting Office. Selected applicants may also be required to provide information related to visitor use statistics and resource impact assessments at the request of the Superintendent.
 - c. Comply with inspections and approvals by NPS and by United States Public Health Service (USPHS) personnel. Inspections will take place prior to commencement of operations authorized herein. Inspections may also take place anytime thereafter to ensure compliance with federal, state, and local safety, sanitation, and health codes.
 - d. Comply with any determinations made by the Superintendent or her designee regarding ingress, egress, safety, sanitation, and security, or impacts to park resources or values, or any determinations which may necessitate suspension of the

- authorized activity.
- e. Submit to compliance review in accordance with the National Environmental Policy Act and Section 106 of the National Historic Preservation Act.
 - f. Submit Safety/Operations Plan and a COVID-19 (or other emergent, as applicable) Safety/Operations Plan. Once the plan is submitted to and accepted by NPS, the Selected Applicant will be required to implement and enforce the plan, which will be incorporated into the Lease, until such time as the Lessee is notified by NPS in writing that such measures may be relaxed or discontinued. NPS reserves the right to immediately suspend, terminate, or revoke the Lease without penalty if NPS, in its sole discretion, determines the Lessee has failed to comply with the approved plan.

Selection Criteria:

Applicants will be rated on a scale of 1 to 4 as follows:

Scale	Rating	Description
1	Poor	Does not meet criteria
2	Fair	Meets some criteria
3	Good	Meets the criteria
4	Excellent	Exceeds all criteria

Applicants will be selected based on the following **criteria** for Overnight Camping services which should be addressed in any proposal submitted to NPS for consideration in connection with this opportunity:

Proposal Criteria

Criterion 1 - Use

The compatibility of the proposal's intended use of the campground property with respect to preservation, protection, and visitor enjoyment of the park.

Response:

For each Season, please provide an overview of your proposed use of the campground and specifically describe the proposed appearance and design of camping structures (sleeping accommodations (if applicable), comfort facilities, and any associated amenities). They must be visibly appealing, in new or good condition, clean on the inside and outside, and complementary to the surrounding natural environment. **Additionally, Applicants proposing varied camping accommodations must ensure they include tent camping and provide an array of different price points.**

Applicants must *submit drawings or photographs of the structures proposed for use, and an overall site plan with dimensions of the site, all camping structures, and associated facilities (comfort station, camp store, etc.) which indicates ingress/egress points, areas required for logistics, and parking (set-up/tear-down of site, comfort station cleaning/pumping truck, waste and recycling collection, etc.)*.

If applicable, please describe how you will manage the following items: fire pits/rings, trash removal, staffing, toilets, showers, lockers, excessive noise, fire prevention, reservations, check in/out, cooking, the camp store, and any temporary fencing proposed to separate the camping areas. If applicable, indicate where these items will be located on your overall site plan. Proposals that do not include a site plan will be scored lower in this category.

Applicants must address accessibility in a manner that is compliant with applicable law, regulation, and policy. Applicants should identify the steps they propose to take in order to, at minimum, make one site compliant with accessibility requirements.

Criterion 2 - Financial

The financial capability of the Offeror to carry out the terms of the Lease and the amount of rent offered.

Response:

Applicants must complete and submit the following documentation:

- Attachment B – Sample Transmittal Letter
- Attachment C – Identification and Credit Information Forms. There are multiple forms, please select the option that is most applicable to your proposal.
- Credit report in the name of the Offeror that includes scores and is dated within thirty (30) days prior to the date of submission to NPS. The report must be from a major credit reporting company such as Equifax, Experian, TRW, or Dun & Bradstreet. If the Offeror is not yet formed, include a credit report for each of the individuals or entities that will have ownership interests or control of the potential Lessee. Credit reports without scores will not be accepted.
- Documentation of the source and availability of funds for, at minimum, the estimated initial startup costs through bank statements, bank financing commitment letters, or similar documents that substantiate your financial capability. The estimated initial startup costs would include the purchase, or rental cost, of any facilities that are needed for the Lease and are not currently owned/rented by the Lessee. Applicants providing bank statements that indicate they have funds above and beyond the initial start-up costs will be given higher ratings in this category.

Criterion 3 - Rent

Applicants must propose, at minimum, an amount of rent equal to Fair Market Value Rent. The minimum fair market value rent is based on the type of camping and the proposed duration. NPS has determined the minimum gross percentage rent to be 9% of Gross Revenue.

Applicants should include a rent payment schedule that at minimum shows an advance rent payment equal to \$2,500.00 proposed by the Applicant. The balance of the rent payments can be scheduled as part of the corresponding Lease negotiations.

Additional Information:

The rent payment schedule will be negotiated with the selected Applicant as part of the Lease award process.

Response:

The Lessee will be required to pay at least Fair Market Value Rent to the NPS. State how much rent you offer to pay and include the required rent schedule.

Criterion 4 - Experience

The experience of the Offeror demonstrating the managerial capability to carry out the terms of the Lease.

Response:

Describe how your experience and background qualifies you to manage and operate a public campground. Address the following:

- Describe your experience providing high-quality overnight camping that includes different price points and varied camping accommodations. Applicants having provided successful camping experiences or operating camping facilities in a National Park(s) will be given higher ratings in this category.
- Describe how you will undertake and maintain a robust and multifaceted advertising and marketing program using multiple media platforms to promote Fort Wadsworth, Floyd Bennett Field and the Jamaica Bay Unit at large, the services and activities offered by the Lessee, attract customers, and notify the public of hours of operation and location at any given time. Please include examples of some marketing materials you have created and/or used in the past, such as brochures, tear sheets, and print advertising.
- Describe how you will provide a quality camping experience which may include:
 - a. rental equipment
 - b. matches/lighters,
 - c. disposable cups/plates/utensils,
 - d. biodegradable soaps,
 - e. rainwear and swimwear,
 - f. first-aid kits, toothbrush/toiletries, sunscreen, insect repellent, tarps, lanterns, batteries, maps/area information, etc.
- If applicable, please describe if you will provide sleeping accommodations for multiple guests in each structure.
- Please describe how you will accept on-line reservations.
- Please describe how you will accept credit cards.
- Please describe your ability to comply with NPS Camping Rules and Regulations

(<https://www.nps.gov/gate/learn/management/lawsandpolicies.htm>) and the Superintendent's Compendium (<https://www.nps.gov/gate/learn/management/upload/GATE-Compendium-2021-rev.pdf>). A summary of applicable Rules and Regulations for camping, which will be included as part of the Lease issued in connection with this opportunity, is included below:

- a. Glass containers, alcoholic beverages and pets are prohibited in the campground. (36 CFR 1.5)
- b. A maximum of six (6) people are permitted per Camping structure (pod, tent, etc.). (CFR 2.10 (a))
- c. Resale, auction, or transfer of campsite reservations is prohibited. (36 CFR 2.3)
- d. Leaving property unattended for more than 24 hours is prohibited. (36 CFR 2.22(a)(2))
- e. Trash may not be left unattended. All trash must be removed from the park by the Lessee at the Lessee's cost and expense.
- f. Food must be properly stored away from wildlife. Food cannot be left unattended. (36 CFR 2.10 (d))
- g. Fires are only permitted within the campfire ring or similar amenity provided specifically for this use. (36 CFR 2.13 (a) (1))
- h. Fires must always be attended and put out completely with water when not attended. Do not let them smolder. (36 CFR 2.13 (a) (4), 36 CFR 2.13 (b))
- i. Firewood from outside the park boundary may not be brought into the park or used as fuel for a fire due to invasive species considerations. This includes natural and processed wood, such as lumber. Collecting firewood in the park is not permitted. Firewood will be available for purchase on-site. (36 CFR 1.5)
- j. Tying or stringing hammocks, clotheslines, or tarps to trees is prohibited. (36 CFR 2.1(a))
- k. Reservations for children under 18 years of age at this facility require an adult (18 and older) be present onsite.

Criterion 5 - Sustainability

The ability and commitment of the Offeror to conduct its activities in the park area in an environmentally enhancing manner through, among other programs and actions, energy conservation, waste reduction, and recycling; as well as the ability and commitment of the Offeror to address storm preparation.

Response:

Describe in your proposal how you will manage and use the property in an environmentally friendly manner. Include a storm preparedness plan. Proposals that do not include a storm preparedness plan will be scored lower in this category. Examples include:

1. Eco-friendly operations including such as use of renewable energy systems and of biodegradable materials or packaging (if any) for camp store items, which are preferably made of sustainable or recycled materials. Use of generators or propane will only be considered, if at all, as a secondary source of power or fuel.
2. Trash management and removal and recyclables. Please describe the manner by which you

will manage and remove trash and recyclables. Please note, the Park requires the areas to be kept litter free. Additionally, the Park has a carry-in/carry out trash policy and expects the Lessee to support this mission.

Responding to the RFP:

Due to COVID-19 restrictions and limitations, **Proposals must be submitted electronically** to gateway_bmd@nps.gov. Proposals must be submitted on or before the date and time stated on Page 1 of this solicitation. The subject line should include the following: Competitive Leasing Opportunity for Overnight Camping at Floyd Bennett Field and Fort Wadsworth. Please note, electronic submission of proposals will not have been deemed received until NPS issues a written response acknowledging receipt.

Proposals submitted by mail, in person delivery, telephone, fax, or other methods will not be considered. Proposals and supporting documents will not be returned.

Proposals should be addressed to:

Superintendent
Gateway National Recreation Area
210 New York Avenue
Staten Island, New York 10305
Proposal – Floyd Bennett Field and Fort Wadsworth Camping RFP 2022

Proposals should be limited to 20 pages, not including any attachments.

Applicants are advised that the U.S. Government will not pay for any information or administrative costs incurred in response to this notice. Not responding to this notice does not preclude participation in any future proposals.

Questions about this opportunity are due by the date shown on the first page of this Request for Proposals. Questions may be submitted via electronic mail to gateway_bmd@nps.gov.

All applicants will receive the courtesy of a reply.

PROPOSALS ARE DUE BY THE DATE SHOWN ON THE FIRST PAGE OF THIS REQUEST FOR PROPOSALS. PROPOSALS RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED.

NPS reserves the right to reject one or all proposals, reject any part of any proposal in whole or in part, discontinue the solicitation entirely, or terminate Lease negotiations, at any time prior to executing a final Lease without penalty or liability.

Applicants who are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from a public transaction by a federal department or agency, whose payments have been deemed delinquent or whose obligations for payment have been deferred to the United States Treasury, are not eligible for consideration.