

# **PROPOSAL PACKAGE**

## **Limited Commercial Use Authorization (CUA)**

**Proposal to operate Shuttle and Water Taxi services within Katmai National Park**

## PROPOSAL SUBMISSION FORMAT

1. Offerors must follow the format provided in this Proposal Package.
2. Responses to selection questions 1, 3 and 4 collectively must **not exceed five (5) pages**.
3. Your response to question 2 is not limited. Please use as many pages as you need to create your Draft Risk Management Program (RMP) document. The NPS standards for the RMP and a sample RMP are included as Exhibit 1 and Exhibit 2 in the Proposal Instructions.
4. Please number each page and include a heading identifying the selection question to which you are responding.
5. The Service considers text on two sides of one sheet of paper as two pages.

## SELECTION QUESTIONS

### **Service Objectives:**

The Service objectives under this Selection Question are to preserve, conserve, and protect natural and cultural Park resources. The Service is interested in ensuring that the CUA Operator demonstrates an understanding of its environmental management responsibilities, as visitor services authorized under this CUA have the potential to impact Park resources both in the water and on land.

- Describe your best management practices to protect, conserve, and preserve the natural Park resources keeping in mind that services authorized under this CUA will involve ground operations and the traversing of area waters. Your answer should consider, at a minimum, mitigating pollution caused by commercial motorboat usage, refueling procedures, spill response protocol and how your staff and clients will be made aware of the importance of protecting, conserving, and preserving the natural Park resources.

### **Service Objectives:**

The remote location of the area, shallow waters containing large boulders and sandbars and threats from wildlife pose several potential risks to visitors. The Service's objectives for this Principal Selection Factor are to ensure services are provided in a safe manner, ensure a risk management program is established and ensure that the expertise and resources of the Operator exist to effectively execute the risk management program.

- Provide a draft of your Risk Management Program (RMP). Your RMP should, at a minimum, address all possible safety risks, how you will mitigate the risks and what training and equipment will be acquired to execute the RMP, including vessel description information to include size of vessel, capacity of vessel, and fuel type. In addition, your RMP must explain how you will ensure all visitors are escorted to the Brooks Camp visitor center for the required bear orientation. The NPS standards for the RMP and a sample RMP is included in the Proposal Instructions as Exhibit 1 and Exhibit 2.

**Service Objectives:**

The Service's objectives for this Selection Question are to provide visitors a high-quality visitor experience beginning at the inquiry of services and reservation stage of the operation to the end of services being rendered, adequate advance information to facilitate the planning of their trip, adequate visitor assistance and reasonable rates.

Describe your concept of operations and visitor management at Lake Camp and Brooks Camp. Your answer, at a minimum, should explain:

- the visitor flow process to include reservation and ticketing, embarking, and disembarking of visitors, visitor assistance.
- The proposed rate schedule for round-trip and one-way trips.
- How delays or cancellations to reservations will be communicated to visitors and park staff when they occur due to foreseen and unforeseen events for both arrivals and departures.
- What visitors will be directed to do in order to receive updates.
- How you will get passengers back to their original departure point.
- How you will meet periods of high demand which may require additional management of passengers to accommodate the needs of the Park or an unexpected mechanical failure that may strand passengers.

**Service Objectives:**

The Service's objectives for this Selection Question are to ensure that the Operator has the needed operational experience to provide the authorized services, ensure the Operator and their staff are familiar with operational difficulties that are unique to the area and that the Operator is aware of and willing to comply with all laws, policy, and regulations of the area.

- Describe your experience in providing commercial services within the park and demonstrate your familiarity with operational difficulties that are unique to the area. Your answer should, at a minimum, include all relevant experience and training you have in providing similar services, relevant training you will provide to your staff and anticipated crew experience with providing these services, staffing levels by service type and your understanding of the local area as it relates to the provision of these services.

## ANILCA SECTION 1307 PREFERRED OPERATOR APPLICATION

Please review the application thoroughly and answer all relevant questions. Incomplete, insufficient, and/or incorrect submissions will lead to a denial in ANILCA preferred operator status.

If the applicant seeks to submit an offer as a business entity with a claim to a preference under ANILCA, it must be legally formed by the deadline for offer submission so that it may include its organizational documents with its offer, regardless of language to the contrary elsewhere in the proposal package.

### **LOCAL RESIDENTS**

Is the entity making this proposal seeking to be qualified as a local resident, as defined in 36 C.F.R 13.305, for the services proposed under this prospectus?

 Yes

 No

To qualify as a local resident, **each of the following elements must be met and you must provide documentation**, as described in the regulations, to establish each element. Failure to submit adequate documentation to prove each element by the Prospectus deadline will result in denial of your application for local resident status.

### ***INDIVIDUALS (Sole Proprietorship):***

Has the offeror lived within the local area<sup>1</sup> for 12 consecutive months before the date this prospectus was issued (see issue date on inside cover)?

 Yes

 No

Has the offeror maintained its primary permanent residence and business within the local area?

 Yes

 No

Whenever absent from this primary, permanent residence, does the offeror intend to return to it?

 Yes

 No

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<sup>1</sup> Local area means an area in Alaska within 100 statute miles of the location within the park area where any of the applicable visitor services are authorized to be provided.

Please submit at least two forms of documentation that demonstrate the location of an individual's primary, permanent residence and business. Appropriate documentation may include, but is not limited to, the permanent address indicated on licenses issued by the State of Alaska, tax returns, voter registration, Permanent Fund Dividend applications and affirmances, utility bills, and title to or lease agreement for the property where you reside. Post office boxes or other non-residential addresses are not acceptable proof of residence, even if listed on a State of Alaska license or other official document. NOTE: A least one form of documentation must establish not only residence as of the date of the Prospectus, but residence for 12 consecutive months before the Prospectus was issued.

*Rural residents without a verifiable street address should contact the National Park Service representative listed on the inside cover of this Prospectus to discuss acceptable forms of documentation.*

**CORPORATIONS, PARTNERSHIPS, JOINT VENTURES, AND LIMITED LIABILITY COMPANIES:**

Is the controlling interest<sup>2</sup> held by an individual or individuals who qualify as local resident(s) (see above)?

Yes

No

If Yes, provide a list of the individuals with ownership interest in the entity, identifying the ownership interest of each individual (the total should add up to 100%). Also provide corporation by-laws or other similar documentation (e.g. Articles of Incorporation and By-Laws for corporations; Operating Agreement for LLCs; Partnership Agreement for Partnerships; or Venture Agreement for Joint Ventures) that clearly identifies the interests, controlling or otherwise, of each individual in the entity.

For each individual for which local preference is being claimed, also answer the questions and provide the documentation required under the "**Individuals**" section above.

**NON-PROFIT CORPORATIONS:**

Do a majority of the board members qualify individually as local residents (see above)?

Yes

No

Do a majority of the officers qualify individually as local residents (see above)?

Yes

No

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<sup>2</sup> Controlling interest means, in the case of a corporation, an interest, beneficial or otherwise, of sufficient outstanding voting securities or capital of the business so as to permit the exercise of managerial authority over the actions and operations of the corporation or election of a majority of the board of directors of the corporation.

Controlling interest in the case of a partnership, limited partnership, joint venture, or individual entrepreneurship, means a beneficial ownership of or interest in the entity or its capital so as to permit the exercise of managerial authority over the actions and operations of the entity. In other circumstances, controlling interest means any arrangement under which a third party has the ability to exercise management authority over the actions or operations of the business.

Provide a list of all board members and a list of all officers. For each board member and officer for which local preference is being claimed, also answer the questions and provide the documentation required under the "**Individuals**" section above.

Provide the entity's Articles of Incorporation or similar organizational documentation.

### **MOST DIRECTLY AFFECTED NATIVE CORPORATIONS**

Are you applying for "most directly affected Native Corporation" status, as defined in 36 C.F.R Part 13, Subpart E? *If yes, provide the documentation to support this determination, as described below.*<sup>3</sup>

Yes

No

Per 36 C.F.R 13.325(d), a Native Corporation that did not apply for this determination in connection with an earlier visitor services authorization may apply for a determination that it is an equally affected Native Corporation. Native corporations applying for this status must provide the information requested below:

- (1) Name, address, and phone number of the Native Corporation; date of incorporation; its articles of incorporation and structure;
- (2) Location of the corporation's population center or centers;
- (3) An assessment of the socioeconomic impacts, including historical and traditional use and landownership patterns and their effects on the Native Corporation as a result of the expansion or establishment of KATM by ANILCA.
- (4) Any additional information the Native Corporation considers relevant.

(END OF ANILCA SECTION 1307 PREFERRED OPERATOR APPLICATION)

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<sup>3</sup> XX [Native Corporation Name] has previously been determined to have "most directly affected" Native corporation status for KATM and does not need to resubmit supporting documentation.