



## United States Department of the Interior



NATIONAL PARK SERVICE  
INTERIOR REGIONS 6, 7 & 8  
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IN REPLY REFER TO:  
IMR-ACM  
CC-GRTESKI-24

### Memorandum

To: All Requesters of the Prospectus for *A Concession Business Opportunity for Guided Day Use Winter Activities within Grand Teton National Park*

From: Commercial Services Program Lead, Serving Regions 6, 7, & 8

Subject: Amendment 1 and Responses to Questions to the Prospectus CC-GRTESKI-24

JENNIFER  
PARKER

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This notice amends the Prospectus and provides responses to questions received regarding *A Concession Business Opportunity for Guided Day Use Winter Activities within Grand Teton National Park* issued on March 12, 2024, as CC-GRTESKI-24.

### Amendment 1 to the Prospectus

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The Department of the Interior (DOI) has revised the regulations at Title 36 of the Code of Federal Regulations Part 51 — Concession Contracts, pursuant to a final rule published in the Federal Register on December 29, 2023, that took effect on January 29, 2024. The National Park Service (NPS) has issued the “*NPS Concessions Management Rate Administration Guide Addendum*,” which provides guidance regarding the changes to rate administration found at 36 CFR § 51.82.

The *NPS Concessions Management Rate Administration Guide Addendum* was issued after the publication of this Prospectus (CC-GRTESKI-24). Thus, Amendment 1 to this Prospectus incorporates revisions in response to the revised the regulations and new NPS guidance on Rate Administration.

In this Amendment 1, the NPS replaces Exhibit B Operating Plan (published March 12, 2024) with Exhibit B Operating Plan (UPDATED) to incorporate changes summarized below.

#### Part IV, Exhibit B Operating Plan

Exhibit B Operating Plan (UPDATED) revises Exhibit B Operating Plan, Section 3)B) Rate Determination and Approval Process, Pages B-1 through B-3.

Retain Section 3)B)(1) titled “*Rate Determination*.” No changes.

Revise Section 3)B)(2) titled “*Rate Methods*.”

Delete Section 3)B)(3) titled “*Rate Notification*.” This section is replaced with Section 3)B)(3) titled “*Monitoring of the Competitive Market*” and Section 3)B)(4) titled “*Management of Rates under the CMD Method*.”

Delete Section 3)B)(4) titled “*Rate Approval Timing.*” This section is replaced with Section 3)B)(5) titled “*Service Timelines for Responding to Concessioner Requests.*”

Add new Section 3)B)(3) titled “*Monitoring of the Competitive Market.*”

Add new Section 3)B)(4) titled “*Management of Rates under the CMD Method.*”

Add new Section 3)B)(5) titled “*Service Timelines for Responding to Concessioner Requests.*”

Revise Section 3)B)(6) titled “*Rate Compliance.*” This section includes minor changes to numbering.

Exhibit B Operating Plan (UPDATED) revises Exhibit B Operating Plan, Section 5)E) Summary of Initial and Recurring Due Dates, table, Page B-18.

Delete the Rate Notification reporting requirement and replace with:

Title	Schedule	Due Date
Rate Monitoring Plan	Initially and As Required	Initially within 60 days of the effective date of contract, and as updated.
Rate Monitoring Information	Annually	Annually by June 15.

## Questions As Received

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### General Questions

- 1) *Is there a chance another permit might be added since those 4 permits are at their max of 800 participants per winter?*

**NPS Response.** No, as stated in the Business Opportunity, this Solicitation will award of up to four (4) concession contracts to provide Guided Day Use Winter Activities. The Annual Winter Season Use Allocations for each of the CC-GRTE024-24, CC-GRTE032-24, and CC-GRTE033-24 contracts are 800 clients and the CC-GRTE025-24 contract is 100 clients; these allocations are set based on Park planning and compliance documentation, including the Moose-Wilson Corridor Final Comprehensive Management Plan/Environmental Impact Statement (Final Plan/EIS). Because allocations are based on Park planning, the Service does not anticipate adjustments to allocations during the term of the Draft Contract(s).

- 2) *How does the format of this prospectus differ than the prospectus 10 years ago? What are the major differences we should be aware/concerned?*

**NPS Response.** Generally, the format of this solicitation (CC-GRTESKI-24) is similar to the format used in the solicitation (CC-GRTESKI-13) that was published December 2012 since each are issued in accordance with the National Park Service Concessions Management Improvement Act of 1998 (Public Law 105-391) as implemented by the Service in 36 C.F.R. Part 51. However, Offerors should carefully review the *Proposal Instructions* and *Proposal Package* documents to understand the requirements specific to responding to this solicitation. One key difference is that the Service now uses an Electronic Proposal submission process utilizing the Microsoft Teams platform, and Offerors can no longer submit hard copy proposals.

### **Proposal Package**

- 3) *For the proposal, we need to receive an entity ID from sam.gov. For this ID, does the business need to be a registered entity in SAM.gov or can I request a Unique Entity ID from SAM.gov without having to complete a registration?*
- 4) *What/how does the SAM.gov entity identifier play in to use in the prospectus? Are we to submit our Word document in the Sam.gov site?*

**NPS Response.** There is no requirement in the solicitation that offerors must be registered in Sam.gov or receive an entity ID from Sam.gov. The Service is required by regulation to advertise the availability of a prospectus publicly on the SAM.gov website.

The Offeror **does not** submit the electronic proposal to the Sam.gov website. Offerors must refer to the Prospectus *Proposal Instructions* for information and requirements for submitting an electronic proposal.

- 5) *It's noted that we have to submit the electronic document in Word. If we do not have Microsoft Teams, will we still be able to submit the document in WORD? Do you suggest we purchase Microsoft Teams to insure our software is compatible with the software that is necessary to submit the electronic version?*

**NPS Response.** Refer to the Prospectus *Proposal Package Instructions* for Submission of Electronic Proposal. Specifically, Section 3) Submission Protocol (electronic submission) provides detailed instructions on how to submit an electronic copy of the electronic proposal and signed and scanned PDF version of the “Offeror’s Transmittal Letter” with the electronic proposal. As noted in the Submission Protocol instructions, within two weeks of the electronic submission deadline, the Service will provide each Offeror who submitted Notice of Intent to Propose by the deadline shown on the inside cover the prospectus, with an email from the Service’s Microsoft Teams platform that includes a unique link to a Microsoft Teams site for the Offeror to upload its PDF electronic proposal documents and submit its electronic proposal. You will not need to download or purchase Microsoft Teams to your computer to submit an electronic proposal; you can choose to run Microsoft Teams in your preferred web browser (Chrome and Edge are fully supported, but Safari and Firefox have some limitations) to upload and submit its PDF electronic proposal.

- 6) *The Officer's Transmittal Letter must include a hard copy of prospectus, correct?*

**NPS Response.** The Service interprets the use of ‘prospectus’ in this question to mean the offeror’s completed electronic proposal, written in response to the prospectus. No, a hard copy of the PDF electronic proposal does not need to be included with the hard copy of the Offeror Transmittal Letter. The Offeror Transmittal Letter is the only component of the Offeror’s electronic proposal that must be provided via U.S. mail. Refer to the *Prospectus Inside Cover* for key dates and address to submit the signed hard copy of the Offeror’s Transmittal Letter.

- 7) *The Officer's Transmittal Letter cannot be sent until the prospectus is completed, as it will have the hard copy and the link to the electronic versions, correct?*

**NPS Response.** Refer to the response to question 6.

## **Business Opportunity**

- 8) *The Business Opportunity shows EcoTours as the Concessioner for two permits, is this correct or is that a typo?*

**NPS Response.** The Business Opportunity is correct, EcoTour Adventures Inc. is the Existing Concessioner for two concession contracts: CC-GRTE024-14 and CC-GRTE033-17.

- 9) *The three (3) Guided Day-Use Snowshoe and Cross-Country Ski Tour Contracts, CC-GRTE024-24, CC-GRTE032-24, and CC-GRTE033-24, all have designated routes to conduct tours. The one (1) Guided Day Use Backcountry Ski Tour Contract GRTE025-24 does not have any assigned routes to conduct tours. Can you please explain.*

**NPS Response.** In a minor change from the existing CC-GRTE025-13 Concession Contract, the Draft Contract CC-GRTE025-24 does not contain assigned routes for Guided Day Use Backcountry Ski Tours. Instead, the Concessioner may choose its routes to conduct Guided Day Use Backcountry Ski Tours in a manner consistent with conditions in the Operating Plan, including conditions contained in Section 4)D). The Concessioner may not conduct tours in terrain that requires the specialized equipment utilized in ski mountaineering or would be considered ski mountaineering. Refer to Operating Plan Section 4)E)(c) for approved routes for the Authorized service of Guided Overnight Backcountry Ski Tours.

- 10) *In the prospectus for GRTE025-24, it is noted in the overnight camping that we will have to reserve a camp spot and pay a camping fee. All of the areas to camp are under snow at that time. Do we still have to reserve a camp spot even if we are camping and traveling on snow and don't camp in a campground?*

**NPS Response.** Yes, a Grand Teton National Park (GTNP) backcountry permit is required for all overnight stays, including winter camping on snow. The Concessioner must obtain a backcountry permit for winter camping. Currently, GTNP does not charge a fee for winter backcountry permits. Refer to Operating Plan Section 4)E)(f).

- 11) *The Business Opportunity lists approved 2023-2024 Rates for the Existing Concessioner which are different from what I received approval for as an authorized concessioner. What rate should be used in proposal?*

**NPS Response.** In the Prospectus Part 1 Business Opportunity, within the Historical Concessions Operation section, the Historic Rates shown in the table on pages 12 &-13 reflect the highest approved rates for an Existing Concessioner (CC-GRTE024-14 & CC-GRTE033-17) at the time the Prospectus was published. The Service provides historical rates for Offerors to understand past operations. The Offeror is responsible for developing its own revenue projections as part of its proposal package submission and response to Principal Selection Factor 4 (PSF 4): the financial capability of the offeror to carry out its proposal. Additionally, with the change in Rate Method to use of Competitive Market Declaration (CMD), the Offeror can set its rates without consideration of the prior rate setting under the Core Rate Method.