

PROSPECTUS

Commercial Use Authorization (CUA)

Shuttle and Water Taxi Service

Katmai National Park

PROSPECTUS ISSUED: November 17, 2023

PROPOSALS DUE: December 31, 2023

Proposals must be **received** by the National Park Service no later than 5:00 P.M. AKST of the due date listed above. Send proposals electronically to:

Ginger Irvine
AKR CUA Program Manager
AKRO_CUA_Admin@nps.gov

Address questions by email to:

Cinnamon Dockham
cinnamon_dockham@nps.gov

TABLE OF CONTENTS

INTRODUCTION	2
BUSINESS OPPORTUNITY	3
OVERVIEW	3
LAND ASSIGNMENT	3
AUTHORIZED SERVICES	3
FEES	4
INSURANCE REQUIREMENTS	4
APPROVED RATES FOR AUTHORIZED SERVICES	4
PREFERRED OPERATOR DETERMINATION	4
TERM OF CUA	5
CONDITIONS AND STIPULATIONS	5
QUESTIONS	5
Katmai National Park Activity Specific Stipulations	Addendum 1
Katmai National Park Park-Wide Stipulations	Addendum 2
Draft Operating Plan	Addendum 3



National Park Service
U.S. Department of the Interior

Katmai National Park and Preserve
P.O. Box 7
King Salmon, AK 99613

907-246-3305 phone

BUSINESS OPPORTUNITY

Limited Commercial Use Authorization (CUA)

for

Shuttle and Water Taxi Services

within

Katmai National Park

INTRODUCTION

Katmai National Park Limited CUA Summary

Authorized Services

- Shuttle and Taxi services (SH)
- Water Taxi service (WTX)

Term of CUA

- May 15, 2024 – December 31, 2025

Limited Number of CUAs

- One (1)

Additional Conditions

- Activity-Specific stipulations apply.
- This CUA will be award through a competitive process.
- Rates must be approved by NPS.

The National Park Service (NPS) intends to issue a limited Commercial Use Authorization (CUA) on a trial basis for the provision of shuttle and water taxi services between King Salmon and Brooks Camp. Applicants must review all sections of this prospectus and the Katmai National Park Activity-Specific stipulations to determine the full scope of a future CUA holder's responsibilities under this CUA. National and Alaska Regional Conditions that apply to all CUA holders can be viewed at:

<https://www.nps.gov/locations/alaska/stipulations.htm>

NPS is conducting this solicitation in accordance with 54 U.S.C. § 101925 (PL 105-391 Sec 418(2 (A))), Commercial Services Guide Chapter 11.10 Limiting CUAs and ANILCA Section 1307.

Under the authority of Public Law 105-391 (Section 418), The National Park Service has determined the number of CUAs for this category of commercial service must be limited to be consistent with the preservation and proper management of Park resources and values. **The number of available CUAs for this commercial service is one (1).**

When it is necessary to limit the number of CUAs for a particular type of commercial service, NPS must use a competitive selection process to issue the CUA. **This CUA will be awarded through a competitive process. Interested**

parties must submit completed application packages before the application deadline to be considered.

BUSINESS OPPORTUNITY

OVERVIEW

Brooks Camp is a developed area of Katmai National Park & Preserve, located on the northern Alaska Peninsula. Brooks Camp is operated seasonally from June 1st to mid-September and offers camping, lodging, dining, and other visitor services. This area of the park is only accessible by floatplane or watercraft. Most park visitors begin their trip by flying into King Salmon via a regional airline carrier and continue on to Brooks Camp using one of the local air taxi operators.

In 2019, more than fifteen-thousand visitors to Brooks Camp were recorded as using an air taxi service as their mode of transportation. High winds and low cloud cover can prevent aircraft from flying between King Salmon to Brooks. These weather conditions are often unexpected and sudden, leaving park visitors stranded until conditions improve. Beginning in 2019, water taxi services between Lake Camp in King Salmon and Brooks Camp were offered through a limited CUA. The new shuttle and water taxi service provided an alternate mode of transportation when weather conditions prevented flying and created an opportunity for visitors wary of using a floatplane to make the journey. This option also had the added benefit of providing an accessible option for visitors with mobility or other challenges that make float planes a barrier to park access. In 2022, just over two thousand reported visitors used the water taxi service. Most of those visitors began their trip in King Salmon, using the shuttle service to Lake Camp, then boating on Naknek Lake to Brooks Camp, and returning the same day. Some visitors opted to use the water taxi when changes in weather made air travel unavailable.

LAND ASSIGNMENT

No land assignment authorized.

AUTHORIZED SERVICES

The types of commercial services that will be authorized are referred to as Shuttle and Taxi Service (SH) and Water Taxi (WTX). The Shuttle and Taxi service category will be authorized for point-to-point ground transportation for passenger drop-off and pick-up at Lake Camp and will not be authorized for any other area of the Park. The Water Taxi service category will be authorized for passenger transportation via motorized vessel between Lake Camp and Brooks Camp areas and will not be authorized for any other areas of the Park.

FEES

The two-year CUA application fee of \$300.00 is due at the time the 2024 application is submitted. The CUA is subject to the Brooks Camp Developed Area monitoring fee. The monitoring fee in 2024 is \$30.00 per person, per day, excluding on-duty staff of the CUA holder. Public Law 105-391 and NPS policy require the Superintendent to charge a reasonable fee “to recover associated management and administrative costs” for CUAs and to review the fee every two years. The monitoring fee may differ in 2025, depending on a review of the actual costs associated with support of the CUA Program. Fees are due November 15th of each year and must be paid online through a pay.gov link that will be provided after the Holder’s required activity report is submitted in the Visitor Use Report Network (VURn)

INSURANCE REQUIREMENTS

Commercial Auto Liability is required for all CUAs transporting passengers or using a vehicle on park lands in performance of their authorized service(s).

Protection & Indemnity OR Commercial Marine Liability is required for Water Taxi OR vessels 26 feet and over in length.

The minimum coverage amounts for Liability Insurance can be found on the Alaska Commercial Use Authorizations site at: <https://www.nps.gov/locations/alaska/commercial-authorizations.htm>

APPROVED RATES FOR AUTHORIZED SERVICES

When issuing a limited number of CUAs, NPS is required to ensure CUA holders provide authorized services at reasonable rates by approving the rates charged. The rates charged to the public for services authorized under this CUA will be reviewed and approved in accordance with the Concessions Management Rate Administration Guide. A copy of this guide can be found on the [NPS Commercial Services](https://concessions.nps.gov/tools_others.htm) website. (https://concessions.nps.gov/tools_others.htm)

PREFERRED OPERATOR DETERMINATION

Pursuant to Section 1307 of the Alaska National Interest Lands Conservation Act (ANILCA), local residents and most directly affected Native Corporations will be given preference for the provision of these services.

If you believe you have ANILCA preferred operator status, you must complete the ANILCA Application in the Proposal Package and supply supporting documentation.

TERM OF CUA

This CUA will be authorized from May 15, 2024, through December 31, 2025, during which NPS will assess public demand for and park capacity to manage this commercial service. The Park makes no assurance that it will continue to authorize these activities under a CUA once the trial period is expired.

During the trial period, the Service will consider whether a demand for these visitor services exist to support a determination that the service is necessary. If these services are deemed necessary and a concession contract is warranted, no preference will be given to the selected CUA holder for the awarding of a concession contract for these services.

CONDITIONS AND STIPULATIONS

This CUA is subject to Katmai National Park Activity-Specific and Katmai Park-Wide CUA stipulations that outline the conditions in which the authorized services are to be carried out. These stipulations can be found in Addendums 1 and 2. National and Alaska Regional Conditions that apply to all CUA holders can be viewed at:
<https://www.nps.gov/locations/alaska/stipulations.htm>

QUESTIONS

All questions must be sent via email to Cinnamon Dockham at cinnamon_dockham@nps.gov, no later than December 15, 2023.



**National Park Service
U.S. Department of the Interior**

Katmai National Park and Preserve
P.O. Box 7
King Salmon, AK 99613
907-246-3305 phone

**Katmai National Park & Preserve
Commercial Use Authorization Activity-Specific Stipulations
Shuttle and Water Taxi Service between Lake Camp and Brooks Camp
2024**

The following specific provisions (in addition to the National and Regional Conditions of this Authorization), are applicable to this Commercial Use Authorization (CUA):

Stipulations

1. The CUA holder must develop an operating plan with the National Park Service (Service) that outlines the specific operating procedures that will be used to provide the services that are authorized under this CUA and must include, at minimum, those items provided in the draft operating plan included in Addendum 3. The operating plan must address all of the following activity-specific stipulations and all park wide stipulations that are applicable to this operation. The operating plan must be reviewed and approved by the Service annually.
2. The CUA holder must designate a General Manager who:
 - a) Has the authority and the managerial experience for operating the shuttle and water taxi services authorized under this CUA;
 - b) Has full authority to act as a liaison in all administrative and operational matters within the Area; and,
 - c) Has the responsibility for implementing the policies and directives of the Service.
3. All operations must be conducted in a manner that ensures the protection of resources and is in compliance with environmental and risk management requirements.

4. The CUA holder must provide all services in a manner that promotes visitor safety and visitor satisfaction.
5. The CUA holder must employ a staff with the expertise and training to provide all services authorized under this CUA.
6. The CUA holder must develop and implement a Risk Management Program (RMP) prior to the start-up of operations. The RMP must adhere to NPS guidelines and standards.
7. The CUA holder is required to provide at least one automatic external defibrillator (AED) and must ensure staff members are trained to respond to basic emergency medical needs including cardiopulmonary resuscitation (CPR) and use of an AED. All reasonable efforts are to be made to see that an employee certified in basic first aid and CPR is on site.
8. The operating season is aligned to the operational season of the Brook Camp Visitor Center which typically runs from June 1 through September 30. Dates will vary from year to year; the CUA operator is responsible for ensuring their operational season falls within that time frame.
9. Arrivals shall be timed so that they fall within the hours of operation of the Brooks Camp Visitor Center, ensuring visitors receive their required Bear Orientation in a timely manner. Hours of operation may change seasonally due to staffing availability and should be verified in advance. If an arrival should occur prior to when an NPS staff member is available to provide a Bear Orientation, the CUA holder will accompany and remain with their visitors near the Brooks Camp Visitor Center until a NPS staff member is available.
10. Unless otherwise specified in the Operating Plan, departures from Brooks Camp shall take place between the hours of 8:00 a.m. and 9:00 p.m.
11. Rates charged to the public for services authorized under this CUA must be approved by the Service. Rates shall be available for round-trip and one-way trips. Rates will be approved in accordance with the NPS Concessions Management Rate Administration Guide. Approved rates must be made available to the public.
12. Employees who operate vehicles or the vessel used in operations under this CUA must have a valid state driver's license for the size and type of vehicle being operated and/or meet and maintain US Coast Guard operational requirements and licenses for such vessels.
13. Vehicles and vessel must meet or exceed applicable DOT and USCG standards and requirements.
14. Vessel capacity shall not exceed 26 persons, to include all passengers, captain, and crew.

15. No land assignment is authorized under this CUA.

16. Operating Areas and Restrictions:

a) Lake Camp Area

- Use of the NPS dock is prohibited.
- Use of the NPS barge landing ramp is prohibited when in use or needed by NPS staff.
- The public-use dock and boat launch shall only be used as a momentary docking and launching convenience to access the shoreline for loading and unloading. Usage of the public-use dock and boat launch are on a first-come, first-serve basis with no preferential or proprietary authorization given to the CUA holder. The CUA holder must conduct themselves safely and professionally while utilizing the public-use dock and boat launch as well as when awaiting their turn to do so.
- Docking at the public-use dock for longer than what is needed to load/unload the vessel is prohibited.
- Mooring of the vessel is only authorized on the shoreline up-river from the government dock. This location is not assigned to the CUA holder, and current users may not be “pushed off” from the location.
- Idling must be kept to a minimum to reduce noise impacts. If in place longer than 5 minutes, the vessel should be powered down.
- When leaving and returning, acceleration and deceleration must not create a wake that impacts the dock or other vessels in the area at least 100 yards up and downstream from the dock.
- Fuel storage is not authorized.

b) Brooks Camp Area

- The vessel may not be left unattended, unless the vessel is properly secured and all items onboard are reasonably secured from bears.
- The CUA holder must ensure that all clients proceed to the NPS Visitor Center immediately upon arrival for the required bear orientation.
- Idling must be kept to a minimum to reduce noise impacts. If in place longer than 5 minutes, the vessel should be powered down.

c) Group Size and Use Restrictions:

- The operator may bring no more than 90 clients to Brooks Camp daily in 2024.
- Regarding arrivals to Brooks Camp, the operator is limited to 24 passengers on any given trip plus two crew members. As needed, NPS staff may require the operator to adjust the group size of disembarking passengers arriving at Brooks Camp from one to two groups. This will be coordinated and adjusted locally and daily by NPS and operator staff.
- Regarding departures from Brooks Camp, the operator is limited to a maximum number of 24 passengers on any given trip, plus two crew members for each departure.

- The operator is limited to a maximum of 5 passenger arrival trips per day to Brooks Camp but may operate up to 6 passenger trips departing from Brooks Camp. If concerns regarding the impacts or safety of this many trips arise during the operating season, this number may be reduced at the discretion of the Superintendent.
 - At least one daily arrival trip and one departure trip must fall into required time zones as outlined in the Operating Plan.
17. The CUA holder must be prepared to dedicate “on location” staff time and effort towards contacting clients at Brooks Camp and Lake Camp if a delay or cancellation of a scheduled service occurs.
 18. It is required that any water taxi passengers who participate on the Valley Tour be scheduled to arrive by 8 am and depart Brooks Camp after 5:00 pm so as not to conflict with the bus tour schedule.
 19. The following documents must be submitted on or before the due dates listed:

Reporting Requirements and Due Dates

Document	Due Date
Operating Plan	Prior to startup
Risk Management Program (RMP)	Prior to startup
Employee list	Prior to startup
Employee CPR, 1 st Aid, applicable licenses and certifications	Prior to startup
Vehicle/Vessel list with current registration	Prior to startup
Ground Transportation Location List and Schedule	Prior to startup
Rates, advertising media (website, print, etc.)	Prior to startup
Insurance Certificate	Prior to startup
Activity Report	November 15 th
Annual Report, Form 10-660	November 15 th
Annual Monitoring Fees	November 15 th

**2024 Park Specific Stipulations
Katmai National Park & Preserve
Aniakchak National Monument & Preserve
Alagnak Wild River**

P.O. Box 7 – King Salmon, AK 99613 – (907) 644-3361

The following specific provisions (in addition to the National and Regional Conditions of the Authorization), are applicable to those commercial activities and areas authorized through a Commercial Use Authorization (CUA):

Park Wide Stipulations

1. Self-report any state, federal or local law or regulation violation made by the CUA holder, guides, or other employees of the CUA holder, as CUA holder becomes aware, during the term of your CUA. Self-reporting includes disclosing detailed information such as charges, fines/tickets, convictions, forfeiting collateral, etc. related to any state, federal or local law/regulation violations (warnings and minor traffic violations excluded).
2. Notification of any violations mentioned above must be made to the Katmai Chief Ranger (907-246-2127) within 24 hours or as soon as practicable following the incident, and in writing as directed.
3. The CUA holder and its employees must comply with any direction from a uniformed NPS employee. The NPS employee will have the authority to make all decisions to assure compliance with this authorization, applicable laws, regulation and policy.
4. The CUA Holder and their staff are required to exercise courtesy and consideration in their relations with the public and with NPS employees, volunteers or other park agents. The NPS will notify the CUA holder of conduct concerns in writing. The CUA holder must review the conduct of any of its employees whose actions or activities are considered by the NPS to be inconsistent with the experience, enjoyment, protection of visitors, and stewardship of the public land and must provide the permitted services according to industry standards and best practices for the activity. The CUA holder must take corrective action and send a written corrective action plan to the park within five business days of receiving NPS notice.
5. The Park will forward to the CUA holder complaints the Park receives regarding the provision of services under their CUA permit. The CUA holder must investigate and respond in writing to the park concerning the complainant within two weeks of receipt.
6. Any commercial trip shall be limited to a group size of 15 persons except as otherwise specified. Group size is defined as all employees, clients, and guests of a CUA holder within a quarter mile radius for day trips and a one-half mile radius for overnight trips.
7. In the Brooks River Corridor, any commercial trip shall be limited to a group size of 6 persons. The Brooks River Corridor is defined as the area within the Brooks Camp Developed Area upriver from the bridge to the outlet of Brooks Lake to include lands within 50 yards of the ordinary high-water mark on each side of the Brooks River. Group size is defined as all employees, clients, and guests of a CUA holder.

8. The use of Public Use Cabins in support of commercial activities is prohibited. Fure's Cabin is the only designated public use cabin in Katmai National Park & Preserve. Structures found at Swikshak, Nonvianuk, and Amalik Bay in Katmai National Park and the Aniakchak Bay cabin in Aniakchak National Monument and Preserve are for administrative use only.
9. Only dead and down wood may be collected for use as fuel for campfires within the NPS boundaries. Standing dead wood, leaning dead wood or any wood associated with historic structures or historic features, or those cabins identified in #5 above may not be collected. The use of chainsaws is not permitted in Katmai National Park and Preserve.
10. No personal or business property of any kind may be stored or left unattended for more than 48 hours without written permission from the park superintendent. Fuel caches, stored for any length of time, must have prior written approval. All requests must be submitted to the Commercial Services Office for superintendent review/approval. Requests must include the reason for storage, a map showing the exact location of the proposed storage site with GPS coordinates (if available), and dates of use. If approved, all property must be removed from the park on or before November 15. Notification that the property was removed must be sent to the Commercial Services Office.
11. Any bear encounter where bear(s) contact camps or gear or approach humans in an aggressive manner, must be reported to the Commercial Services Office within 24 hours of the incident. The report must include date of incident, location, number, and if possible, sex/age of bear(s), type of bear action (destroy gear, obtain food, charge people, etc.), the human response (bear spray, move camp, kill bear, etc.), people involved and contact phone numbers/email.
12. Any discharge of firearms, bear spray, signal flares or any other device/substances intended to frighten/repel wildlife in response to an encounter with a bear or other wildlife must be reported to the Commercial Services Office within 24 hours of the incident.
13. At Hallo Bay, Swikshak, Amalik Bay/Geographic Harbor and Crosswind Lake area including the area defined as no camping along Moraine/Funnel Creeks in the compendium, commercial operators and their clients must remove all solid human waste and toilet paper. Wagbag, CleanWaste and other commercial privy systems are acceptable.
14. The formation known as "Nursery Rock" at Hallo Bay is off limits to CUA operators and their clients.
15. CUA holders shall ensure that all clients have read the Bear and Aviation Safety handout provided by the NPS.
16. CUA holders are REQUIRED to attend an annual business partner meeting either in person or via telephone. Operators unable to attend due to extenuating circumstances must notify the NPS and submit a certification report, available from the park, acknowledging that they and their staff have reviewed the required park information prior to beginning operations. Holders will be notified in advance of online postings, requirements, and/or meeting locations.
17. Further to Interior Region 11 Condition #15, in VURn, CUA holders are required to report accurate group sizes. Each group shall be reported separately. Visits to the park shall not be lumped and reported as one trip.

18. CUA Monitoring Fees are due on or before November 15th annually. Fees are as follows: Brooks Camp Developed Area is \$30.00 per person, per day (excludes guides), all other areas of Katmai National Park and Preserve, Alagnak Wild River, and Aniakchak National Monument and Preserve are \$15.00 per person, per day (excludes guides).

Backpacking/Campsites

1. Campsites shall be established in any one location for no more than 14 calendar days. Once that location has been utilized for 14 calendar days (whether it is an entire calendar day or only a portion thereof), the permittee is required to move at least two miles and may not re-establish a campsite in the same location for at least five days. Location is defined as all points within a two-mile radius of the first night's campsite. Extensions may be requested through the Commercial Services Office and authorized by the Superintendent. Campsites must be documented in the location notes field on the Visitor Use Reporting system (VURn) activity report by common name (ex. Hallo Bay campsite).
2. Campsites shall not remain vacant for more than 24 hours. The establishment of a campsite, camping or staging area without clients physically in camp is limited to one day prior to the arrival of the clients and one day after the departure of the clients. The initial setup day and the departure day count toward the total of 14 calendar days.
3. All food and garbage at the campsite must be contained in hard-sided containers when it is not being prepared or consumed. See 36 CFR 2.10(d). A list of approved hard-sided containers can be obtained at www.igbconline.org. The use of a bear fence in conjunction with hard-sided containers is recommended.
4. Katmai National Park and Preserve and Alagnak Wild River contain private lands within its boundary. This CUA does not bestow any privilege for the use of those lands. It is the responsibility of the CUA holder to learn the locations of these lands and obtain permission before use.

American Creek

1. The use of vessels (boats and rafts with or without motors) is prohibited on American Creek, except non-motorized float trips that originate on Hammersly Lake and end at Lake Coville.

Watercraft

1. All watercraft utilized under this CUA must be identified on the CUA application and are considered commercial watercraft at all times. Watercraft must be legibly marked with the company name or service-marked logo of the CUA holder on the outside of the boat.
2. Watercraft utilized by the CUA may be used for access to and from NPS lands and waters to support CUA operations; however, watercraft may not be left unattended on NPS lands except as may be necessary for limited periods while the CUA holder is guiding clients in the field. Watercraft must be made as bear-resistant as possible – hard-sided food containers are required for food storage in unattended watercraft.
3. Unattended long-term boat storage is prohibited. At the conclusion of each guided trip, watercraft must be retrieved and removed from the field with the clients unless prior permission is obtained from the Superintendent.

4. The use of motorized watercraft (boats and rafts with motors) is prohibited on Moraine Creek.

Aviation

1. Radio frequency 122.9 must be utilized to announce intentions for landing and taking off.
2. All aircraft and pilots operating under this CUA must be identified on the CUA application. Any changes must be transmitted to the Commercial Services Office prior to affected aircraft and/or pilots operating within park boundaries.
3. Landing, taking off or taxiing within 50 yards of a bear is prohibited.
4. Except as may be required by FAA regulations or other applicable law, CUA operated aircraft must maintain 1000' AGL or higher in the vicinity of the Swikshak Meadows and the Hallo Bay Meadows except as required for take-off and landing.

Brooks Camp Developed Area

1. When in operation, the CUA holder must escort all clients to the Brooks Camp Visitor Center (or Brooks Lake food cache on East wind days) immediately upon arrival for the required bear orientation unless the guide is a current Brooks River Guide participant. Dates and hours of operation for the Brooks Camp Visitor Center can be found at <https://www.nps.gov/katm/planyourvisit/basicinfo.htm> and may change seasonally due to staffing. Prior to or after the Brooks Camp Visitor Center is operational for the season, it is recommended that visitors access the bear orientation at <https://www.nps.gov/katm/learn/photosmultimedia/bear-school-video.htm>.
2. Aircraft must maintain 1000' AGL in the vicinity of Brooks Camp as per the requirement in the Alaska Supplement for Katmai National Park, Lake Brooks Seaplane.
3. Aircraft surface operations are limited to idle maneuvers within 200 yards of Brooks Beach on Naknek Lake. Step-taxi operations, initiations of takeoff and landings within this zone are prohibited.
4. Power-on, negative pitch beaching operations of turbine powered craft are prohibited.
5. Loading or unloading passengers or cargo from aircraft must be done only when the engine or engines are completely shut down. "Hot loading" or "hot unloading" of passengers or cargo is prohibited.
6. CUA holders and their clients must use the vault toilets for the disposal of all human waste in the following area: on the north side of the Brooks River along Naknek Lake's beach in the vicinity of the Lodge north to the Brooks Camp Campground, including all areas where graveled trails are maintained.
7. Other than during the loading or unloading of passengers or cargo, aircraft or watercraft may not be parked in the following area:
 - a. On Naknek Lake between the mouth of the Brooks River and the NPS flagpole.
 - b. On Brooks Lake within 60 feet either side of the cleared ramp area adjacent to the picnic tables.

Brooks Camp Campground

1. Only the CUA holder may make reservations for the commercial use of the Brooks Camp campground.
2. CUA holders must request login credentials from the Katmai National Park & Preserve's Commercial Services Office to reserve campground space. CUA holders must utilize these government provided login credentials to make reservations on <http://www.recreation.gov> for any commercial trip.
3. A maximum of twelve (12) reservations (persons) per night are available for commercial use each day.
4. Each CUA holder is limited to 14 days per calendar year with a maximum of 7 days in July. This limitation includes guides as well as clients.
5. Except as provided above, the campground at Brooks Camp and/or any of its related facilities shall not be used for, or in support of, commercial activities.

Draft Operating Plan

Table of Contents	Page 1
Staffing	Page 2
Management	Page 2
Personnel	Page 2
General Operations	Page 3
Authorized Services	Page 3
Rate Determination and Compliance	Page 3
Inspections and other requirements	Page 4
Human Resource Management	Page 4
General Policies	Page 4
Emergency Medical Care	Page 5
Public Relations	Page 6
Reporting Requirements	Page 6
Signature Page	Page 7

INTRODUCTION

This Operating Plan between xxx (hereinafter referred to as the “Holder”) and the National Park Service (hereinafter referred to as the “Service”) describes specific operating responsibilities of the Holder and the Service with regard to those commercial services within Katmai National Park (hereinafter referred to as the “Area”) that are authorized by the Commercial Use Authorization (CUA), CUAxxx / CUAxxx.

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

2. Staffing

1) *Management*

To achieve an effective and efficient working relationship between the Holder and the Service, the Holder must designate a Manager who:

- 1) Has the authority and the managerial experience for operating the ground and water taxi services authorized under this CUA;
- 2) Must employ a staff with the expertise and training to operate all services authorized under this CUA;
- 3) Has full authority to act as a liaison in all administrative and operational matters within the Area; and,
- 4) Has the responsibility for implementing the policies and directives of the Service.

In the absence of the Manager, the Holder must designate an acting Manager.

2) *Personnel*

The Holder must ensure that employees adhere to all applicable Federal and State laws at all times. The Holder will also ensure that all employees are aware of, and abide by; Service regulations, Katmai-specific Service regulations, the Superintendent’s Compendium as annually revised, applicable environmental, and any/all specific operating requirements outlined in the CUA and its associated Exhibits.

3. GENERAL OPERATIONS

1) *Schedule of Operations*

The Holder must adhere to the Operating Schedule listed in Table 1. Excluding unexpected delays, changes to the Operating Schedule must be requested in writing and approved by the Service.

The Service may require occasional closures, delayed opening, or early closings due to weather, natural disasters, projects to repair infrastructure, and similar occurrences. Other than in emergency circumstances, the Service will provide a two-week notice to the Holder of these dates.

Operating Schedule	
Operating Season	June 1-September 30
Brooks Camp Arrivals	Arrivals take place during the hours that the Brooks Camp Visitor Center is staffed. *
Brooks Camp Departures	8:00 a.m. – 9:00 p.m.

*Hours of operation for the Brooks Camp Visitor Center can be found at <https://www.nps.gov/katm/planyourvisit/basicinfo.htm> and may change seasonally due to staffing. If an arrival occurs prior to when an NPS staff member is available to provide a Bear Orientation, the CUA holder will accompany and remain with their visitors in the fenced-in picnic area adjacent to the Brooks Camp Visitor Center until a NPS staff member is available.

2) Authorized Services

The Holder is authorized to provide ground transportation for the purpose of dropping-off and picking-up park visitors at Lake Camp. In addition, the Holder is authorized to provide water taxi services for the purpose of dropping-off and picking-up park visitors and/or freight at Lake Camp and Brooks Camp areas of the park.

- 1) Ground transportation: pre-determined pick up and drop off locations for water taxi passengers must be agreed upon by the Holder and the Service. A list of locations and schedule must be submitted to the Service for approval prior to the operating season. Locations must be made available on the Holders website.
- 2) Passengers taking the Valley of Ten Thousand Smokes (VTTS) tours: The Holder must make it clear to the client at the point of sale that some reservation times will not accommodate a “same day” VTTS tour. The Holder must provide one arrival trip per day to arrive in Brooks Camp no later than 8:00 am, to allow sufficient time for visitors to receive the required bear safety orientation at the visitor center and travel time to the bus location. Additionally, the Holder shall provide at least one departure per day after 5:00 pm for visitors returning from the VTTS tour. It is to be understood that the tour bus will not be delayed for late boat arrivals. These specific arrival and departure times must run in conjunction with dates of the VTTS tour season.

In-park water taxi service is authorized for water taxi seat fares that are booked and sold at Brooks Camp area of Katmai National Park and Preserve. Gross receipts from in-park operations must not exceed \$25,000. The Holder must record and report all in-park operations and out-of-park operations separately.

3) Rate Determination and Rate Compliance

It is the Service’s objective to ensure that rates and charges to the public are commensurate with the level of services provided, and are reasonable, justified, and comparable with similar services provided by the private sector. The Service judges the reasonableness of rates based upon current concession management guidelines.

- 1) Transportation rates are set in accordance with the Concessions Management Rate Administration Guide.

2) **Rate Compliance:**

The rates advertised and/or charged by the Holder may not exceed the approved rate. The Service will check rate compliance throughout the year, including printed media, postings on websites and social media outlets.

4) Inspections and Other Requirements

- 1) The Holder must ensure the protection of resources, compliance with environmental, public health and risk management requirements for all its' operations.
- 2) The Holder must inspect and monitor services with respect to Service policy, applicable standards, rates, safety, public health, environmental compliance, impacts on cultural and natural resources, and visitor satisfaction and concerns. All inspections must be documented, and all discovered deficiencies annotated with the corrective action taken to resolve the deficiency.
- 3) Risk Management Plan (RMP):
 - a) The Holder must develop and implement an RMP prior to the start-up of operations. The RMP must include an emergency spill response plan for vessel refueling. The RMP must adhere to NPS guidelines. The Holder must self-assess its performance under its RMP at least annually and immediately correct all discovered deficiencies.

5) Human Resource Management

- 1) The Holder must adhere to all applicable Federal and State employment laws.
- 2) Employee list: An employee list must be submitted to the Services annually before the start of operations and updated throughout the season as needed.
- 3) The CUA holder must employ a staff with the expertise and training to provide all services authorized under this CUA.

6) General Policies

- 1) Facilities: No land assignment is authorized under this CUA.
- 2) Operating Areas and Restrictions:
 - a) Group Size and Use Restrictions:
 - The operator may bring no more than 90 clients to Brooks Camp daily in 2024.
 - Regarding arrivals to Brooks Camp, the operator is limited to 24 passengers on any given trip plus two crew members. As needed, NPS staff may require the operator to adjust the group size of disembarking passengers arriving at Brooks Camp from one to two groups. This will be conducted and adjusted locally and daily by NPS and operator staff.
 - Regarding departures from Brooks Camp, the operator is limited to a maximum number of 24 passengers on any given trip, plus two crew members for each departure.
 - The operator is limited to a maximum of 5 arrival trips per day to Brooks Camp but may operate up to 6 passenger trips departing from Brooks Camp. If concerns regarding the impacts or safety of this many trips arise during the operating season, this number may be reduced at the discretion of the Superintendent.

- The CUA holder must be prepared to dedicate “on location” staff time and effort towards contacting clients at Brooks Camp and Lake Camp if a delay or cancellation of a scheduled service occurs.
- b) Lake Camp Area:
- The public-use dock shall only be used for passenger loading and unloading.
 - Docking at the public-use dock may not exceed the length of time needed to load/unload the watercraft. The public-use dock and boat launch shall only be used as a momentary docking and launching convience to access the shoreline for loading and unloading. Usage of the public-use dock and boat launch is on a first- come, first-serve basis with no preferential or proprietary authorization given to the CUA holder. The CUA holder will conduct themselves safely and professionally while utilizing the public-use dock as well as when awaiting their turn to do so.
 - Idling time at Lake Camp and Brooks Camp must be kept to a minimum to reduce noise impacts. If in place longer than 5 minutes, the vessel should be powered down.
 - When leaving and returning, acceleration and deceleration must not create a wake that impacts the dock or other vessels in the area at least 100 yards up and downstream from the dock.
 - The vessel may be moored on the shoreline down-river from the NPS dock.
 - Use of the NPS dock is prohibited.
 - Use of the NPS barge-landing ramp is prohibited when in use or needed by NPS staff.
 - Fuel storage is prohibited.
- c) Brooks Camp Area:
- The vessel may not be left unattended, unless the vessel is properly secured and all items onboard are reasonably secured from bears.
 - The Holder must ensure all park visitors are escorted to the NPS visitor center immediately upon arrival at Brooks Camp for the required bear orientation.
- 3) Vehicles and Vessel
- a) All vehicles and the vessel used in the provision of services under this CUA must be properly registered, licensed as necessary, insured, and maintained in accordance with all applicable laws.
 - b) All vehicles and the vessel must be equipped with the appropriate safety equipment in the necessary quantities and sizes needed for passenger safety.
 - c) The vessel must have at least one automatic external defibrillator (AED) aboard.
 - d) Vehicles and the vessel used to provide services must be clearly marked with the Holder’s logo.
 - e) Vessel capacity shall not exceed 26 persons, to include all passengers, captain, and crew.

7) Emergency Medical Care

- 1) The Holder must ensure staff members are trained to respond to basic emergency medical needs including cardiopulmonary resuscitation (CPR) and use of an automatic external defibrillator (AED).

8) *Public Relations*

- 1) Public Statements. The Holder must refer all media inquiries concerning operations within the Area, questions about the Area, or concerning any incidents occurring within the Area to the Superintendent. This includes all media interviews.

4. Reporting Requirements

The Holder must provide the Service the following reports.

Document	Due Date
Operating Plan Review	Prior to startup
Risk Management Plan (RMP)	Prior to startup
Employee list	Prior to startup
Employee CPR, 1 st Aid, applicable licenses and certifications.	Prior to startup
Vehicle/ Vessel list with current registration	Prior to startup
Ground Transportation location list and schedule	Prior to startup
Rates, advertising media (website, print, etc.)	Prior to startup
Certificate of Insurance	Prior to startup
Out of Park Activity Report	November 15th
In Park Activity Report submitted in VURn	November 15th
Annual Report (Form 10-660)	November 15th
Annual Monitoring Fees	November 15th

APPROVED EFFECTIVE:



Mark Sturm, Superintendent

xxxx, CUA Holder

DRAFT