



# United States Department of the Interior




NATIONAL PARK SERVICE  
INTERIOR REGIONS 6, 7, & 8  
1 Denver Federal Center, Building 50  
Denver, CO 80225

In Reply Refer To:  
Commercial Services  
CC-DINOXXX-26

## Memorandum

To: All Parties Interested in the Prospectus for *A Concession Business Opportunity to Provide Guided Interpretive Whitewater River Trips within Dinosaur National Monument* (Solicitation No. CC-DINOXXX-26)

From: Erica Harris, Acting Regional Commercial Services Program Lead 

Subject: Amendment 1 to the Prospectus and Responses to Questions to Solicitation No. CC-DINOXXX-26

This notice amends the Prospectus and provides responses to questions received regarding *A Concession Business Opportunity to Provide Guided Interpretive Whitewater River Trips within Dinosaur National Monument* (“Park”) that the National Park Service (“Service”) issued on April 9, 2025, for Concession Contract Nos. CC-DINOXXX-26.

## AMENDMENT 1 TO THE PROSPECTUS:

### Inside Cover

The Service has:

- Added a second Question and Answer period and adjusted the prospectus timeline and due dates accordingly.
- Provided an updated email address to submit questions and Notices of Intent to Propose ([imr\\_concessions@nps.gov](mailto:imr_concessions@nps.gov)). (Any notices previously submitted before the date of this amendment that have been confirmed do not need to be resent.)

### Part I, Business Opportunity

Page 13, Historical Concession Operation, Historical Revenue

*The chart has been updated to reflect revenue data received after the prospectus was released.*

Page 13, Historical Concession Operation, Historical Use

*The chart has been updated to reflect use data received after the prospectus was released.*

### Part II, Proposal Instructions

In Sec 4, add line (d)

- (d) *Notwithstanding the above, offerors should be aware that, upon request, the Service releases its concession contracts to the public in full without redaction, including elements incorporated into the concession contract from the selected offeror's proposal.*

## **Part IV, Draft Concession Contract Including Contract Exhibits**

### **Exhibit B Operating Plan**

In Sec 2, Part H) section 1) Maintaining Records, replace existing language with:

- (1) *Maintaining Records. The Concessioner must ensure that all its trip leaders and guides meet the minimum requirements established by the State of Colorado (<https://cpw.state.co.us>), the State of Utah (<https://recreation.utah.gov>), and the Service through this Operating Plan, prior to the trip leader or guide conducting services under this Contract. The Concessioner must maintain a resume of each of its guides and copies of the guide's current First Aid, CPR, and food handler's certifications.*
- (a) *The Concessioner must provide the Service with a list of guides who will be working in the Area, and their birthdate, by May 1 annually.*
- (b) *Guide qualifications and/or training records must be provided to the Service, upon request. Guides will be required to show First Aid, CPR, and Food Handler's certifications during pre-trip inspections conducted on the launch ramp.*

In Sec 2, Part H) section 2) Guides, line (b), replace existing language with:

- (b) *Have completed a minimum of three river trips on comparable whitewater river sections, comprised of at least 50 on-river training hours, while operating the same or similar vessel which will be used to carry clients. At least one of the trips must have taken place on the river section within the Area on which the guide will be carrying clients, comprised of at least 20 on-river training hours. Additional trips may be required to ensure the minimum on-river training hours are met.*

In Sec 2, Part H) section 3) Trip Leaders, line (a), replace existing language with:

- (a) *Have completed a minimum of six trips on the respective river section within the Area as a guide under varied conditions. Comparable experience as a guide on other rivers can be substituted for up to three of the requisite six trips, at the discretion of the Concessioner.*

In Sec 2, Part H) section 3) Trip Leaders, line (c), add:

- *The Concessioner may provide its own swiftwater rescue training, with Service approval. The Concessioner must submit a request to provide in-house swiftwater rescue training at least one month in advance of the proposed course for Service approval. The request must include the course curriculum and relevant experience and qualification of course instructors.*

In Sec 2, Part N) section 1) Entrance Fees, replace existing language with:

- (1) *Entrance Fees. Clients participating in commercial river trips must pay the individual entrance fee, in accordance with Service guidelines. The Concessioner may pay entrance fees on behalf of its clients or may require client to pay their own entrance fees.*
- (a) *Entrance fees may be paid directly at the entrance station or online at [www.recreation.gov](http://www.recreation.gov).*
- (b) *If not paying entrance fees for clients, the Concessioner must inform clients of entrance fee requirements and procedures prior to their trip.*

In Sec 3) Part A) section 1) line (d), and section 2) line (d), add:

- *The Concessioner may request the Service to approve additional crew on an as-needed basis. Any additional crew, beyond the designated one guide per boat and one additional crew member, will be counted against the 25-participant group size limit.*

In Sec 4) Part J) section (6) Personal Watercraft, delete line (h)

In Sec 4) Part K) Identification of Property, line (3), replace existing language with:

- (3) *All large personal property, such as PFDs, portable toilets, coolers, tables, etc., must have the Concessioner's name or logo affixed.*

In Sec 4) Part L) section 4) Communication and Signaling, line (a), add:

- *The Concessioner may carry an alternative to the orange signal panels, with advance approval from the Service. Any alternative items proposed must be similarly visible and fully securable in the event of a helicopter landing.*

In Sec 4) Part P) Public Health and Sanitation, line (2), replace with:

- (2) *Any employee involved in the preparation of food must possess, at minimum, a food handler's certificate. The Service recommends at least one employee per trip possess a manager-level food safety certificate from a recognized entity that holds training classes and issues certificates.*

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## RESPONSES TO QUESTIONS FROM INTERESTED PARTIES

### Glossary of terms used throughout this document:

- **Commercial Services Guide:** refers to the document that can be found on the Commercial Services website at the following link: [https://www.nps.gov/subjects/concessions/upload/CS-Guide-Final-Ver-3-FINAL-Updated-12-16-21\\_508.pdf](https://www.nps.gov/subjects/concessions/upload/CS-Guide-Final-Ver-3-FINAL-Updated-12-16-21_508.pdf).
- **Concession Facilities:** refers to all Park lands assigned to the Concessioner under the Draft Contract and all real property improvements assigned to or constructed by the Concessioner under the Draft Contract. The United States retains title and ownership to all Concession Facilities.
- **Concessioner:** refers to the new concessioner to be awarded the Draft Contract through this solicitation process.
- **Draft Contract:** refers to the new concession contract to be awarded through this solicitation process (CC-DINOXXX-26).
- **Offeror(s):** refers to the entities that submit a proposal in response to the solicitation for the Draft Contract.
- In addition, throughout this document the Service uses terms defined in the Prospectus documents.

## Part IV. Draft Contract including Contract Exhibits

### Exhibit B Operating Plan

1. Regarding Operating Plan Section 2) Part G), line 4) Background Checks, what background checks does the National Park Service deem appropriate for the position of guide or trip leader?  
*NPS Response: The Service does not require specific background checks; however, the Operating Plan requires the minimum information a background check must cover. Pursuant to the Operating Plan, Concessioners must not hire an employee with any active warrants or warrants (current fugitive from justice) (Sec 2)G)4)) and must ensure drivers have a valid state operator's license, in good standing, for the size and class of vehicle they will drive (Sec 2)F)2)). Concessioners should consider the duties performed by employees and determine if additional levels or types of background investigations would be appropriate for the position.*
2. Regarding Operating Plan Section 2) Part H) line 1) Maintaining Records, given that outfitters are already required to follow State of Colorado and State of Utah regulations and maintain up-to-date guide records internally, what is the added value of submitting this information proactively to the Area? Since staffing and certification details often change throughout the season, would the NPS consider revising this requirement to: Upon request, the Concessioner will provide the Service with the guide's qualifications.  
*NPS Response: The Service acknowledges concessioners are already required to maintain guide records internally and will change the requirement to provide the Service with guide certifications and training logs prior to the high-use season to "upon request". Operating Plan Section 2) Part H) line 1) Maintaining Records, has been updated, as reflected in Amendment 1, above.*
3. If the requirement to submit guide qualifications to the Area is maintained, would the NPS consider adjusting the deadline from **March 1 to May 1**? Many outfitters are still finalizing seasonal staffing and training plans through March and April, and a later deadline would more accurately reflect hiring timelines and improve data accuracy.  
*NPS Response: Yes, the Service will adjust the due date for submitting guide names and birthdates to May 1. Operating Plan Section 2) Part H) line 1) Maintaining Records, has been updated, as reflected in Amendment 1, above.*
4. Regarding Operating Plan Section 2) Part H) sec 2) Guides, line (b), can the Service clarify how the guide qualification requirements – specifically the combination of 50 on-river training hours, 20 of which must be in the Area, and the requirement of six trips (with 3 eligible from other areas) – were established? Similar, what is the intent of the requirements? It appears to merge elements of both Colorado and Utah state regulations, which creates confusion and imposes impractical limitations for outfitters operating across other areas. We respectfully suggest retaining the language similar to the current operating plan.  
*Related Question: Would the Service consider aligning the guide qualification requirements with Utah State Regulations only, as was the case in the previous Operating Plan?*  
*NPS Response: The intent of the requirements is to ensure concessioner guides meet both State of Colorado and State of Utah guiding requirements and possess sufficient knowledge of the whitewater river sections on which the guide will be carrying clients. The Service is willing to adjust the requirements to align with both the State of Utah and State of Colorado guide requirements, only, as follows: Guides must complete a minimum of three river trips on comparable whitewater river sections, comprised of at least 50 on-river training hours, while operating the same or similar vessel which will be used to carry clients. At least one of the trips*

must have taken place on the river section within the Area on which the guide will be carrying clients, comprised of at least 20 on-river training hours. Additional trips may be required to ensure the minimum on-river training hours are met. *The requirements outlined in Operating Plan Section 2) Part H) sec 2) line b) have been updated, as reflected in Amendment 1, above.*

5. Regarding Operating Plan Section 2) Part H) sec 3) Trip Leaders, line (a), how was the criteria established? We suggest revising the requirement as follows: “In addition to the guiding requirements, trip leaders must complete at least six additional trips on whitewater river sections, with at least three of those on the respective river section within the Area as a guide under varied conditions.” Regarding trip leaders, the outfitter believes that veteran guides with substantial and diverse experience across a variety of rivers are well suited for the role, even if they have completed fewer than six runs in this particular area, than individuals who, despite having a higher trip count in the area during their first season, may be prematurely placed in a leadership position. Years of broad guiding experience significantly enhance a guide’s ability to assess and manage risk, demonstrate effective leadership, and make sound decisions, all of which are essential for ensuring trip quality and safety.

**NPS Response:** *The Service acknowledges the benefit of trip leaders with diverse experience across a variety of rivers and will allow comparable experience on other rivers to be substituted for up to three of the required six trips to qualify as a trip leader. The requirement in Operating Plan Section 2) Part H) sec 3) Trip Leaders, line (a), has been adjusted accordingly.*

6. Regarding Operating Plan Section 2) Part H) sec 3) Trip Leaders, line (c), would the NPS recognize in-house swiftwater rescue training provided by the outfitter, where the training is led by qualified internal instructors? If so, what documentation would need to be submitted for approval? Alternatively, would the NPS consider eliminating the requirement for an external certification, given that outfitters already conduct thorough and rigorous internal training for their guides?

**NPS Response:** *The Service will recognize in-house swiftwater rescue training provided by the Concessioner, where the training is led by qualified internal instructors. If a Concessioner proposes to provide in-house swiftwater rescue training, the Service will require the Concessioner to submit its course curriculum and instructor qualifications at least one month in advance of its proposed course date for Service review and approval. The Service has updated Operating Plan Section 2) Part H) sec 3) Trip Leaders, line (c), as reflected in Amendment 1 above.*

7. Operating Plan Section 2) Part N) Entrance, Permit, and Camping Fees describes procedures for paying client entrance fees. We have struggled with entrance fees over the past few years. We would like more clarification as to what the mechanism of collection of fees will be at the entrance stations (Gates of Lodore or Deer Lodge). How do we deal with late add-ons or cancellations if we are using Recreation.gov to pay the fees? If we are not paying the entrance fees for the clients and we inform them of the entrance fee requirements, are they required to bring proof of payment of the entrance fees with them on the river trip? How do we ensure that the fees are paid for all clients?

**NPS Response:** *Concessioners may either pay entrance fees on behalf of their clients or must inform clients of the requirement to pay entrance fees and the methods by which clients may do so. Concessioners or clients may pay entrance fees at any Area entrance station or in advance at [www.recreation.gov](http://www.recreation.gov).*

*Should the concessioner choose to pay entrance fees on behalf of its clients, refunds for fees paid through [www.recreation.gov](http://www.recreation.gov) will not be issued if a client cancels before the trip. Concessioners*

*are advised to wait until client manifests are finalized and confirmed before paying entrance fees on behalf of clients. Concessioners will need to carry the receipt showing payment of entrance fees for all clients during the trip.*

*Alternatively, the Concessioner may prefer to have clients pay their own entrance fees. In this case, the Concessioner must inform clients of the requirement to pay entrance fees prior to their trip, either at an Area entrance station or in advance at [www.recreation.gov](http://www.recreation.gov). The client will be responsible for carrying the receipt showing payment of their own entrance fee during the trip.*

*Operating Plan Section 2) Part N) Entrance, Permit, and Camping Fees has been updated accordingly.*

8. Operating Plan Section 3) Part A) Required Services, line (c) states: “Trip lengths vary from three to five days, depending on the river and time of year”. Can the trip length vary depending upon the river and time of year? Can we remove the cap of five days?

**NPS Response:** *The high-use season launch calendar is prepared to maximize the number of launches available and distribute use across designated campsites. There is little room within the launch calendar for extending trips without impacting the carefully coordinated high-season campsite use. This is why commercial trips during the high-use season are limited to five days in length. The Concessioner may request a longer trip during the low-use season, when campsites are not assigned by the Service.*

9. Operating Plan Section 3) Part A) & Part B), line (d) states: “Crews shall consist of one guide per boat and may include one additional crew member per trip.” This requirement hinders the guide requirements stated elsewhere in the operating plan. With only a few launches in each season, we would need to put more than one extra person on each trip to achieve a minimum of six river trips on each respective river section. Can this section be amended to reflect our need?

**NPS Response:** *The Service will consider requests for additional crew on an as-needed basis. Additional crew members must be essential to the purpose of the trip and/or working towards obtaining their required training hours and/or trips. Friends and family members are not considered crew. Additional crew, beyond one guide per boat and one additional crew member, will be counted as part of the 25-person group size limit. Operating Plan Section 3) Part A), line (d) has been updated, as reflected in Amendment 1, above. See also question #4 regarding guide training requirements.*

10. Operating Plan Section 4) Part A) sec 4) Requesting Changes to Launch Calendar, line (a) states: “After the high-use season, the Service will consider proposals from Concessioners who wish to exchange specific launch dates in the upcoming year, as identified in the commercial launch calendar. Concessioners may submit requests to adjust launch dates between October 1 and March 31 only.” Consider removing the current deadline of March 31 for launch date exchanges and instead allowing concessioners to propose and finalize exchanges throughout the entire calendar year.

**Related Question:** *The current deadline of March 31<sup>st</sup> for exchanges is too restrictive. Greater flexibility will allow us to utilize our permit to its greatest potential.*

**NPS Response:** *River use has increased significantly in recent years, and Service staff are unable to accommodate such requests during the course of the high-use season. The requirement outlined in Operating Plan Section 4) part A) sec 4) Requesting Changes to Launch Calendar, line (a), will remain.*

11. Regarding Operating Plan Section 4) Part B) Low Use Season Allocations, sec (1), why is there a specific date and timeline associated with requesting a low-use season launch date? Allow low season launch requests to be submitted up to two weeks before the start of the high use season (the second Monday in May) and throughout the high use season for the fall low use season. *Related Question:* Allowing low use season launch requests to be submitted up to two weeks prior to the beginning of high-use season would help us plan more effective training trips and hire the best personnel possible. Do these dates mean that we cannot request a fall low-use season launch before October 1 or after January 31<sup>st</sup>? These fixed deadlines limit our ability to sell late season trips. This is very important to our small company, as we only have a few assigned high season launches.

**NPS Response:** *The purpose of a defined request period for low-use season launches is to ensure concessioners have an opportunity to secure at least one low-use season launch to be used for a commercial trip, if desired. Public demand for low-use season launches has increased significantly in recent years, with most low-use season launches being taken as soon as they become available in early March. Requiring concessioners to request low-use season launches by January 31 allows the Service to remove these particular launches from the inventory of low-use season launches prior to making them available to the general public. Concessioners may request fall trips during the prior request period (e.g., concessioners wanting a launch date in the fall of 2027 should make the request between October 1, 2026 and January 31, 2027). The requirement outlined in Operating Plan Section 4) part B) sec 1) Low-use Season Allocations, will remain.*

*Concessioners should note that training trips conducted during the low-use season do not require an assigned launch and concessioners may request to conduct a training trip at any point during the low-use season through the River Program Office. In accordance with Operating Plan Section 2) Part I) sec 4), the Concessioner may conduct training trips for the purpose of training new boat operators or familiarizing boatmen with new types of equipment, interpretive methods, and operational requirements. Training trips must be conducted for the benefit of concessioner personnel only, not relatives, friends, etc.*

12. Operating Plan Section 4) Part D) sec 6), line c) Assigned Campsites states: “Campsite assignments will not be changed to accommodate a Concessioner’s preferred itinerary.” Customer service can be enhanced by changing the itinerary. Can camp assignments be changed at the discretion of the concessions specialist?

**NPS Response:** *The Service understands concessioners and their customers may have campsite preferences and attempts to accommodate such preferences when assigning campsites, if possible. However, it is administratively burdensome for the Service to make changes to campsite assignments once permits have been issued and last-minute permit changes have resulted in double-booked campsites because of changes not being communicated to guides. The requirement outlined in Operating Plan Section 4) Part D) sec 6) line a) Assigned Campsites, will remain.*

13. Regarding Operating Plan Section 4) Part E) Cancellations, sec (1), consider cancellations 7 days before the launch date, since those launches are not able to be picked up by other outfitters or privates anyhow

**NPS Response:** *The Service makes every attempt to utilize campsite assignments from cancelled trips, either by re-distributing the campsites to other users prior to permit issuance, or by using the sites for administrative purposes. This is not possible without at least a 14-day notice of the*



*cancelled trip. The requirement outlined in Operating Plan Section 4) part E) Cancellations, sec (1), will remain.*

14. Operating Plan Section 4) Part J) sec 6) line h) states: “Crew members on commercial river trips may not use kayaks unless they are acting as safety boaters for clients who are using them. Hard-shell kayaks must meet the standards of commercial hard-shell kayaks previously outlined. Inflatable kayaks are not authorized.” Can you please provide additional information on the decision-making of the statement above? Crew members operating hard-shelled vessels or inflatable kayaks, whether or not they carry clients, are essential to ensuring the safety of both guests and staff. Outfitters often incorporate hard-shell boats and/or inflatable kayaks as a critical component of their risk management plans. These vessels offer rescue capabilities due to their maneuverability, allowing for timely and effective responses in emergencies. The use of safety kayaks to support rafting trips is a well-established and standard industry practice. Consider allowing crew members to use hard-shell and/or inflatable kayaks in any given circumstance.  
**NPS Response:** *The Service acknowledges the potential benefit of using kayaks as safety boats to support rafting trips and will allow the use of hard-shell or inflatable kayaks by guides on all commercial trips. Operating Plan Section 4) Part J) sec 6) line h) has been deleted, as reflected in Amendment 1 above.*

15. Operating Plan Section 4) Part K) Identification of Property, sec (3) states: “All large personal property, such as PFDs, portable toilets, coolers, tables, etc, must have the Concessioner’s name and logo affixed.” Can this be changed to one or the other (name and/or logo) as the materials making up the property on the river trip often do not lend themselves to being labeled with both?  
**NPS Response:** *Yes, the Service will allow the Concessioner to label personal property items such as PFDs, portable toilets, coolers, tables, etc., with the Concessioner’s name or logo. Operating Plan Section 4) Part K) sec 3) has been updated accordingly.*

16. Operating Plan Section 4) Part L), sec 4) Communication and Signaling, line (a) states: “Emergency signaling equipment must include a signal mirror of the U.S. Air Force type; a set of orange signal panels (three feet by eight feet)...” Would the Service consider allowing brightly colored PFDs (such as orange or high-visibility ones) to serve as substitutes for the required orange signal panels, given that they are already highly visible and readily available in an emergency?  
**NPS Response:** *Concessioners may request to carry something else in place of the required orange signal panels. The Service will only approve alternate items which provide similar levels of visibility and can be fully secured in the event of a helicopter landing. PFDs will not be approved for such use as they are lightweight and susceptible to being thrown into the air by the strong winds created by a helicopter’s rotor blades. Operating Plan Section 4) Part L) sec 4) Communication and Signaling, line (a), has been updated, as reflected in Amendment 1, above.*

17. Operating Plan Section 4) Part L) sec 4) Communication and Signaling, line (a) states: “... and a satellite communication device with text messaging capability.” Could the Service clarify why a satellite phone without text messaging capability is excluded from the emergency signaling requirements? Can the language be revised to require a “satellite communication device”.  
**NPS Response:** *The Service has found that satellite communication devices with text messaging capability provide notably improved communication capability throughout the Green and Yampa River corridors within the Park. Satellite communication devices with text messaging capability are widely used throughout the outdoor industry, and the Service believes the cost to acquire such devices is not prohibitive. The requirement outlined in the Operation Plan Section 4) Part L) sec 4) will remain.*



18. Operating Plan Section 4) Part N) sec 7) Morning Rigging states: “Rigging between the hours of 8:00 and 10:30 am is reserved for trips leaving that day only.” Could you please confirm whether this means that trips launching on the same day may also rig after 10:30 am, or if all rigging for same-day departures must be completed within that 8:00–10:30 am window?

**NPS Response:** *Yes, trips launching on the same day may rig after 10:30am. This purpose of this requirement is to prioritize space at the launch ramp between 8:00 and 10:30 am for trips launching the same day.*

19. In Operating Plan Section 2) Part H) Trip Leader, Guide, and Crew Requirements, food handler certificates are required to guides and trip leaders handling food. Later in the document, Section 4) Part P) Public Health and Sanitation, sec (2), states: “At least one employee per trip must possess a manager-level food safety certificate from a recognized entity that holds training classes and issues certificates.” Could this requirement be modified to eliminate the need for a food manager on each trip? If there remains a strong feeling from the NPS for this level of certification, could this requirement be modified to require “one food manager level staff per concessioner”?

**NPS Response:** *The Service recognizes the challenge of providing an employee with manager-level food safety training on each trip and has changed this requirement to a recommendation. Operating Plan Section 4) Part P) Public Health and Sanitation, sec (2) has been updated accordingly.*

20. Operating Plan Section 4) Part P) sec 5) Food Handling, line (c) states: “Guest volunteers may not prepare or handle food other than their own. Concession Contracts that are issued to educational institutions constitute an exception to this rule.” What constitutes an educational trip?

**NPS Response:** *Educational institutions are those which provide courses designed to teach specific outdoor skills through a pre-established curriculum with a focus on experiential education. “Students” are involved in all aspects of the activity, under the supervision and guidance of qualified instructors. Special focus trips with a focus on whitewater skills training, as defined in Operating Plan Section 4) Part H) sec 2), may also be considered for an exception to the rule, pending approval by the Service.*

## **Exhibit D Insurance**

21. What constituted the change in minimums and why would it be such a drastic change over the course of the years? Is there a reason it is changing to \$4,000,000? This seems like a possible increase in expense costs for the concessionaire. Why can’t we stick with the existing requirements?

**NPS Response:** *As described in Commercial Services Guide Section 4.3.8 Insurance Requirements, the Service has a contracted insurance consultant to recommend the types of liability coverage and minimum level of insurance to protect visitors, park resources, the future concessioner’s business opportunity, and the interests of the federal government. This reflects the process used in the development of the CC-DINOXXX-26 insurance requirements. Whitewater river rafting activities are inherently high-risk, with many participants, and the cost associated with an on-river incident can be great. The Service considered the increased cost of insurance premiums associated with the higher minimum coverage requirements in its analysis of the business opportunity and established the minimum franchise fee accordingly.*

*Additionally, the Draft Contracts incorporate two recent changes to Service policies which allow concessioners to use exculpatory agreements and remove limits on the concessioner’s insurance*

*deductibles. Both these changes may result in reduced premiums for concessioners under the Draft Contracts.*

## **Proposal Instructions, Proposal Package, and General Process Questions**

### **Part II. Proposal Instructions**

22. In the proposal instructions section 6) Evaluation of proposals, c) The first four principal factors will be scored from zero to five. The fifth principal selection factor will be scored from zero to four (with a score of one for agreeing to the minimum franchise fee contained in the Prospectus). Secondary Selection Factor 1 will be scored from zero to three. The Service then will assign a cumulative point score to each proposal based on the assigned score for each selection factor

Can you explain this more? My impression is that by offering to do the required parts of the five principal factors we will be scored as a one. What qualifies for a score of two, three, and four? With these and the secondary selection factors, will anything above a one be turned into additional contract stipulations in the form of a better offer elements? Is there a scoring sheet we can see?

Can you explain to us how the process works with the answers we provide?

***NPS Response:*** *A description of the evaluation process is also described in the Commercial Services Guide, Section 5.3 Proposal Evaluation.*

*An Offeror's response to each of the selection factors is evaluated and scored based on the determined merits of the response to the selection factor and in comparison to the other proposals received for the same contract. An Offeror may receive up to the full point value for each selection factor, as noted in the Proposal Instructions and Proposal Package. The Offeror with the highest cumulative point score is recommended for selection of the award of the contract, which is delegated to the Regional Director.*

*For this solicitation, as stated in the proposal package, the selection factors will be scored as follows:*

<b><i>Selection Factor</i></b>	<b><i>Points Available for DINOXXX-26</i></b>
<i>PSF1</i>	<i>0-5</i>
<i>PSF2 (2a and 2b)</i>	<i>0-5</i>
<i>PSF3</i>	<i>0-5</i>
<i>PSF4</i>	<i>0-5</i>
<i>PSF5</i>	<i>0-4 (in accordance with 36 C.F.R. § 51.16(a), responses receive a score of one for agreeing to the minimum franchise fee contained in the prospectus.)</i>
<i>SSF1</i>	<i>0-3</i>
<i>Total Possible Points:</i>	<i>27</i>

*In response to the selection factors, offerors may propose commitments beyond the requirements of the Draft Contract. If the Offeror is selected, any commitment included within its proposal may be incorporated into the final contract as an "element of a better offer". This final contract, identifying the incorporated commitments, is provided to the successful offeror to review before*

*signing the Contract. (See Proposal Instructions, Section 11, parts o and p). Offerors should only propose commitments they are prepared to fulfill, should they be awarded the Contract.*

### **Part III. Proposal Package**

23. On page 25 of the Proposal Package, under the instructions table Subfactor 4a reads:

“4a Financial Statements: Provide an audited or reviewed (i) Income Statement for the two most recent fiscal years and (ii) Balance Sheets (1) for the most recent fiscal year and (2) as of the end of the most recent month. OR Complete Table 1, 2, and 3. Sole Proprietors must complete Table 4.” Later, on NPS Form 10-358, in Principal Selection Factor 4 Subfactor 4(a), (b) and (c), The heading refers to small contracts. Can you define “Small Contracts”?

**NPS Response:** *See the Commercial Services Guide, Section 4.5 Simplified Prospectuses for Small Concession Contracts, which states: “The 1998 Act directs the Service to use simplified procedures for small individually-owned concession contracts (“small contract”) in the competitive process for selecting concessioners. The Service has defined a small contract as a concession contract with anticipated gross receipts of less than \$100,000 based on a conclusion that sole proprietors likely would submit proposals for concession contracts of this size.” Based on the wide range of estimated gross revenues during the first year of operation under the new contract, the Service identified this prospectus as appropriate for the simplified prospectus procedures, which includes the Principal Selection Factor 4 and associated forms included in this prospectus.*

24. For Principal Selection Factor 4, financial capability, do we use the values only applicable to the contract in the area, or do we use values applicable to our entire company? Our company has permits to operate in areas outside of the Park.

**NPS Response:** *Offerors should read each subfactor carefully to understand the requirements related to operations inside the Park and operations outside the Park. The Proposal Package states the following for each subfactor:*

- *Subfactor 4(a). Business Financial Statements should reflect the entity’s business as a whole, including all operations both inside and outside of the Park.*
- *Subfactor 4(b). Tables 5a, 5b, 6, 7, and 8 should reflect only operations inside the Park.*
- *Subfactor 4(c). Dependent on how an Offeror demonstrates the ability to obtain funds necessary.*

### **General Questions**

25. Who is at the table forming these updated concession contracts? It feels as though there is a lack of river experience and commercial boating perspective.

*Related Question:* Consider having someone local from Dinosaur National Park be a part of the selection committee to bring inside insights.

*Related Question:* We would appreciate having a staff member from Dinosaur National Monument on the Prospectus committee, as they truly have an understanding of the situation “on the ground” within the area.

**NPS Response:** *A description of the prospectus development process is described in the Commercial Services Guide, Chapter 4 Prospectus Development. As this states, “The project team typically consists of: the lead park concession specialist (referred to as the park field coordinator during prospectus development)” and “Members of the park leadership team (e.g., superintendent, chief of interpretation, chief of maintenance, chief of concessions).” This process is consistent with the development of the CC-DINOXXX-26 prospectus. See also the Commercial*

*Services guide, Section 5.2.3, which states, “Regional and park employees coordinate the review of questions and preparation of answers....”*

*Regarding the park’s participation in the evaluation panel, see also the response to Question #23 above on the evaluation process. The Service is required to follow the evaluation process as defined in the Commercial Services Guide. Per the Commercial Services Guide, section 5.3.3 Evaluation Panel Membership, park staff are considered “technical advisors” to the evaluation panel. The role of a “technical advisor” as related to park staff is defined as follows:*

*“A park representative (usually from the park CS) provides information on the park and concession operations and prepares a PowerPoint presentation to introduce the park and aspects of the concession operations to the panel. Ideally, the park representative participates in person when presenting information about the park and concession operations and when answering questions while the panel reviews the proposals. The park representatives should leave the panel prior to the scoring discussions.”*

26. Consider presenting the prospectus in a timeframe outside of our main season. October to April would provide us with a much better timeframe to submit the prospectus.

**NPS Response:** *While the Service strives to release prospectuses outside of the high use season, this is not always possible. We apologize for any inconvenience to existing concessioners.*

27. Consider providing a second Q&A following any updates to the Draft Operating Plan. Once the draft has been revised, whether or not changes are made in response to initial comments, having the opportunity to ask follow-up questions, clarify points, and offer feedback on any new language or adjustments would help ensure transparency, understanding, and thoughtful implementation of the final plan.

*Related Question:* Can we have another Q & A period after receiving responses to this initial Q&A?

**NPS Response:** *The Service will hold a second Q&A period to allow offerors an opportunity to seek further clarity. Questions must be submitted by June 30, 2025.*

28. In the last contract process what were the scores of the recipients of the contracts?

**NPS Response:** *The Service releases scores only as part of the debriefing process as defined in the Proposal Instructions included in the previous solicitation or through a Freedom of Information Act (FOIA) request.*

29. Is there a minimal score for receiving a contract?

**NPS Response:** *No. Offerors must submit a responsive proposal to be eligible to be awarded the new concession contract. Pursuant to Proposal Instructions, Section 1)d): Only an Offeror submitting a responsive proposal is eligible to be awarded the new concession contract. A responsive proposal means a timely submitted original hard copy of the “Offeror’s Transmittal Letter” and proposal that is determined by the Service as agreeing to all of the minimum requirements of the draft concession contract and Prospectus and as having provided the information required by the Prospectus. See also the response to Question #22 above on the evaluation process.*

30. Can we learn how many applications there are at the end of the intent to propose period?

**NPS Response:** *No. The Service does not disclose this information during the solicitation process to protect the competitive environment.*