

SECTION 3: PROPOSAL PACKAGE

OMB Control No.1024-0125, expiration 1/31/2010

Note to Offeror: The following documents refer to the person or entity that is submitting a proposal as the “offeror”. When the word “you,” “your,” “we” or “our” is used in an instruction or in a proposal, the instruction or proposal is referring to the offeror.

OFFEROR’S TRANSMITTAL LETTER

To: Sue Masica
Regional Director
Alaska Region, National Park Service
240 W 5th Ave. #114
Anchorage, AK 99501

Dear Ms. Masica:

We hereby agree to provide visitor services at Glacier Bay National Park in accordance with the terms and conditions specified in the prospectus listed on www.fedbizopps.gov (solicitation # GLBA-CRUIESHIP-08), and to execute the final Concession Contract without substantive modification (except as may be required by National Park Service pursuant to the terms of the prospectus).

We are enclosing the required "PROPOSAL" which, by this reference, is made a part hereof.

We certify that the information furnished herewith is true to the best of our knowledge and belief and recognize that false statements may subject the offeror to criminal penalties of 18 USC § 1001. We agree to meet all the minimum requirements of the draft Concession Contract, and the Prospectus, and that we have provided all of the mandatory information specified in the Prospectus.

We certify in accordance with 43 CFR Part 42 regarding debarment, suspension, ineligibility and voluntary exclusion the following:

- Any of the individuals or entities seeking participation in this Concession Contract are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from a public transaction by a federal department or agency.
- Within the three years preceding submission of the Proposal, none of the individuals or entities seeking participation in this Concession Contract have been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, or for violation of federal or state antitrust statutes or for commission of embezzlement, theft, forgery, bribery, falsification of records, making false statements, or receiving stolen property.
- None of the individuals or entities seeking participation in this Concession Contract are presently indicted for or otherwise criminally or civilly charged by a federal, state or local unit of the government with commission of any of the offenses.

Glacier Bay National Park & Preserve
Alaska Region – National Park Service

- The individuals or entities seeking participation in this Concession Contract have not had one or more public transactions (federal, state or local) terminated for cause or default within the three-year period preceding the submission of the Proposal.

We certify that the information contained in our proposal is true to the best of our knowledge and belief and that we have provided all of the mandatory information specified in the prospectus.

Our proposal is two parts. We agree to the minimum requirements of the draft concession contract as set forth in Part A of our proposal and agree to accept, as part of the final contract any commitments made by us in Part B of our proposal that may be included as terms of the final contract.

We also agree that by submitting this Proposal, we will, if selected for award of the new concession contract:

- 1) Agree to the minimum requirements of the Prospectus as identified in Part A of this Proposal Package.
- 2) Complete the execution of the final Concession Contract within thirty working days after it is presented by the National Park Service.
- 3) Commence operations under the new Concession Contract on the effective date of the new Concession Contract.
- 4) Provide the entity that is to be the Concessioner under the draft concession contract with the funding, management and other resources described in our proposal.

BY

(Type or Print Name)

(Date)

Original Signature

TITLE

ADDRESS

CERTIFICATE OF CORPORATE OFFEROR
(Offerors who are not corporations should skip this certificate)

I, _____, certify that I am the _____ of the corporation named as Offeror herein; that _____, who signed this proposal on behalf of the Offeror, was then _____ of said corporation; that said proposal was duly signed for and in behalf of the corporation by authority of its governing body within the scope of its corporate powers.

BY

(Type or Print Name)

(Date)

Original Signature

TITLE

ADDRESS

ANILCA SECTION 1307 PREFERRED OPERATOR APPLICATION

Please refer to the ANILCA Section 1307 regulations, referenced in the Business Opportunity and in the Proposal Instructions, to answer the following questions:

- (1) Is the entity making this proposal seeking to be qualified as a local resident, as defined in 36 CFR 13.305, for the services proposed under this prospectus?

☐

Yes

☐

No

To qualify as a local resident, each of the following elements must be met **and you must provide documentation**, as described in the regulations, to establish each element.

For individuals:

Has the offeror lived within the local area¹ for 12 consecutive months before the date this prospectus was issued (see issue date on inside cover)?

☐

Yes

☐

No

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

☐

Yes

☐

No

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

☐

Yes

☐

No

Documentation of the location of an individual's primary, permanent residence and business may include, but is not limited to, the permanent address indicated on licenses issued by the State of Alaska, tax returns and voter registration.

For corporations:

Is the controlling interest² in the corporation is held by an individual or individuals who

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

² Controlling interest means, in the case of a corporation, an interest, beneficial or otherwise, of sufficient outstanding voting securities or capital of the business so as to permit the exercise of managerial authority

qualify as local resident(s) (see above)?

☐

Yes

☐

No

If the offeror is a non-profit corporation, do a majority of the board members and a majority of the officers qualify individually as local residents (see above)?

☐

Yes

☐

No

- (2) Are you applying for “most directly affected Native corporation” status, as defined in 36 CFR Part 13, Subpart E? *If yes, provide the documentation to support this determination, as described in these regulations.*³

☐

Yes

☐

No

NUMBER OF “PRIME SEASON” USE DAYS REQUESTED⁴

Specify the annual number of cruise ship use days you are requesting for **Glacier Bay proper** for June 1 through August 31. Note that failure to use any prime season use days allocated during the first year of the contract term may result in reallocation of those use days at the discretion of the Superintendent (see Sec. G, Draft Operating Plan). Each offeror may request up to a maximum of 26 prime season use days (in addition to any use day allocated based on historic rights). The number of use days has been capped in order to provide park visitors a reasonable variety of cruise ship services.

Number of Prime Season⁵ Glacier Bay Use Days Requested (maximum is 26)

over the actions and operations of the corporation or election of a majority of the board of directors of the corporation.

³ Huna Totem Corporation has previously been determined to have “most directly affected” Native corporation status for Glacier Bay National Park & Preserve and does not need to resubmit supporting documentation.

⁴ See the Business Opportunity section for definition of “prime season” and the relationship between prime season, shoulder season and off-season quotas and use day allocations.

⁵ June through August

The Vessel(s) to be Operated

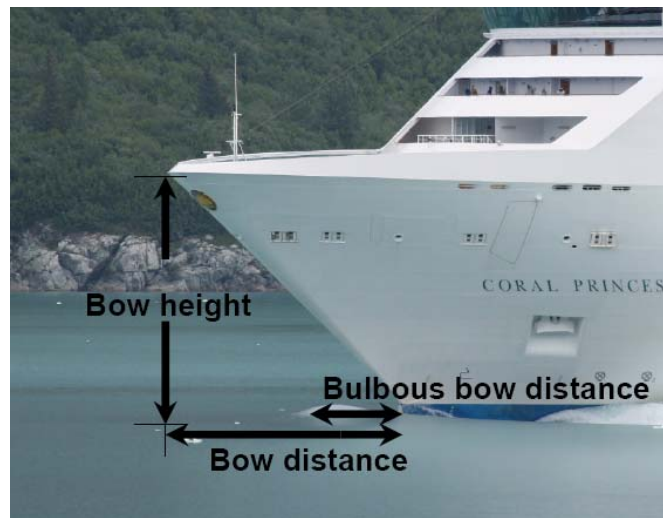
This is for informational purposes and will not be evaluated except in relation to specific criteria addressed elsewhere.

For each vessel, provide:

1. A power/speed/fuel consumption curve (independent of typical hotelling power requirements) and
2. The following information.

Vessel Specifications (Provide data for each vessel)	
Vessel Name(s)	
Former Names	
Vessel Owner	
Registry	
Classification Society	
P&I Club (if applicable)	
Date Entered Service	
Builder	
Date of Last Major Refit	
Date of most recent Control Verification Examination (or USGC Inspection)	
VIN or IMO Number	
Gross Tonnage (state the convention system for measurement – e.g. U.S. or ITC)	
Diesel Engines (number, year, manufacturer & model no., engine type, no. of cylinders, displacement per cylinder (liters), 2 or 4 cycle, turbo or supercharged, horsepower, rpm. Also note if it meets MARPOL Annex VI or other emission standards). Use a separate line for each model of engine	
Gas Turbine Engines: (number, year, manufacturer & model no., engine type, horsepower, rpm, note if isolation mounted. Also note if it meets any existing emission standards). Use a separate line for each model of engine. Also note when gas turbines will be used if both diesel and gas turbine engines are installed.	
Electric Propulsion: number, manufacturer, model, HP, cyclo/synchro converter input frequency and cyclo/synchro converter output frequency at a specific shaft rpm.	
Wind or Solar Power (describe if applicable)	
Total Propulsion power (specify HP or kW)	
Propellers: No. of propellers, no. of blades, propeller centerline depth, fixed or controllable pitch. Specify number and type of podded drives if applicable.	
Thrusters (type, power rating and location)	
No. of Passenger Cabins	
Passenger Capacity (lower berths)	
Passenger Capacity (all berths)	
No. of Crew	
Anti-Fouling System(s) [Type(s), Brand(s)]	
Fuel Types carried (Use a separate line for each type carried. If multiple fuels are carried, note the purpose for each.)	
Fuel Capacity (Use a separate line for each type of fuel carried.)	
Marine Sanitation Device (type, make & model)	
Auxiliary Generator(s) (e.g. in cases where propulsion is direct drive diesel engines and supplemental generators are used for electrical generation. Provide number and capacity)	
Hull Design (mono-hull, catamaran, etc.)	
Cruising Speed	
Maximum Speed	

Vessel Specifications (Provide data for each vessel)	
Wake height at cruising speed (if known)	
Length (ft. or meters)	
Beam (ft. or meters)	
Draft (ft. or meters)	
Depth (ft. or meters)	
Bow Height (ft. or meters, see graphic, below)	
Bow length (ft. or meters, see graphic, below)	
Bulbous Bow Length (ft. or meters, see graphic, below)	
Does the Bow Height change with speed? If so, how much?	



PROPOSAL

PART A - Agreement to the Minimum Terms and Conditions

- 1) **All Terms and Conditions.** We agree to comply with all terms and conditions of the draft and final Concession Contract and related prospectus, including compliance with all applicable laws under the terms and conditions specified in the draft concession contract.
- 2) **Operating Plan.** We agree to operate in accordance with the draft operating plan for this concession operation during the term of the concession contract until such time as that operating plan is updated or otherwise revised by NPS.
- 3) **Equal Employment Opportunity.** We agree to implement an equal opportunity program and comply with the terms of the Equal Employment Opportunity and handicapped access requirements of the concession contract.
- 4) **Insurance.** We agree to meet the insurance requirements of the Concession Contract.
- 5) **Franchise Fee.** We agree to pay at least the minimum franchise fee for the concession contract stated in the prospectus. Any higher fee that we propose is stated under Principal Selection Factor 5 below.

PART B – Response to the Requested Information

PRINCIPAL SELECTION FACTOR 1. THE RESPONSIVENESS OF THE PROPOSAL TO THE OBJECTIVES, AS DESCRIBED IN THE PROSPECTUS, OF PROTECTING, CONSERVING, AND PRESERVING RESOURCES OF THE PARK AREA.

Scoring: 0-5

Note to Offeror: This selection factor is concerned with environmental objectives that relate specifically to protection of particular resources of the park area. Environmental objectives that promote the natural environment *in general* (waste reduction, fuel efficiency, recycling, etc.) are addressed under *secondary selection factor 1*. Please avoid overlap between the response here and the response to *secondary selection factor 1*.

A primary objective of the National Park Service is the protection of park resources. Some potential environmental issues related to cruise ship services include:

- Air quality impacts due to stack emissions;
- Water quality issues due to discharge of waste, toxicity of anti-fouling systems and petroleum spills; and
- Impacts due to ship generated noise.

Subfactor 1a. Air Quality

- 1) Describe the equipment and technology for controlling or minimizing air pollution emissions to be utilized by each vessel you propose to operate in the park.
- 2) Describe operational methods which would be employed to minimize air pollution emissions for each vessel you propose to operate in the park including engine, generator, and incinerator operations.
- 3) Describe the opacity monitoring mechanisms in place for each vessel you propose to operate in the park. Please specify how opacity data is recorded, if an opacity alarm is in place, the alarm level and the standard operating procedures for responding to the alarm.
- 4) Will you provide the park with the opacity monitoring data? If so, describe the format you will use (electronic, paper printouts, etc.) and how long the information will be available. A better proposal may commit to retaining this information for at least a year and making it available to the NPS on request...
- 5) Provide the information indicated on the following Propulsion Engine Data form for each propulsion engine you propose for service in Glacier Bay. For propulsion systems based on technology other than compression ignition diesel engines (e.g. gas turbine, steam, solar, sail, etc.), specify the specific emissions standards (if any) met by the alternative propulsion system or provide certified emissions levels for (1) THC+NOX g/kW-hr.; (2) CO g/kW-hr.; and (3) PM g/kW-hr. if available. A better proposal may utilize propulsion systems which minimize emissions of these and other pollutants.⁶

⁶ For diesel engine, please refer to 40 CFR Part 94 Sec. 8: <http://frwebgate.access.gpo.gov/cgi-bin/get-cfr.cgi?TITLE=40&PART=94&SECTION=8&TYPE=TEXT>

Ship Name	Engine Make	Engine Model	No. of Engines Installed	EPA Engine Category ⁷	EPA Emissions Rating ⁸	Engine Power Rating	Glacier Bay Usage ⁹ (%)

Subfactor 1b. Water Quality

- 1) Will operations involve any discharge into the waters of Glacier Bay National Park (not just the bay proper), including, but not limited to, wastewater, treated and untreated sewage, grey water, ballast water, bilge water, hazardous and solid wastes? If so, describe the nature of the discharge(s) in detail including location(s), composition, toxicity, quantity, rate and frequency. A better proposal may commit to eliminating vessel discharge in all Glacier Bay National Park waters.
- 2) Will your operations involve any discharge into the waters adjacent to Glacier Bay National Park from Cross Sound to the entrance to Glacier Bay, including, but not limited to, wastewater, treated and untreated sewage, grey water, ballast water, bilge water, hazardous wastes and solid wastes? If so, describe the nature of the discharge(s) in detail including location(s), composition, toxicity, quantity, rate and frequency. A better proposal may commit to eliminating vessel discharge in the adjacent waters described above.
- 3) If the proposed operation involves any wastewater discharge into park waters, identify any wastewater treatment you will use which exceeds state or federal requirements. A better proposal (though likely not better than a commitment to eliminate discharge) may employ an advanced wastewater treatment system designed to remove the highest proportion of pathogens, pollutants, metals and organics.
- 4) Identify the hull anti-fouling system(s) for each of the vessels you propose for use. You must disclose whether you have applied organotin compounds to the hull of any of the vessels proposed for operation in Glacier Bay and, if so, whether you have applied a barrier coat (please describe the barrier coat used).
- 5) Describe on-board hazardous material spill response capability for each vessel proposed to operate in the park. Describe the type and size (length/height) of spill retention boom, quantity of absorbent material, etc. A better proposal may include appropriate training and supplies to enable ship staff to quickly and capably respond to small spills and to facilitate first response in the event of a major spill.

Subfactor 1c. Underwater Noise

⁷ Category 1: >5 liters/cylinder); Category 2: 5-<30 liters/cylinder; or Category 3: >30 liters/cylinder.

⁸ Tier 1, Tier 2 (proposed), Tier 3 (proposed), Blue Sky, or None

⁹ The percentage of the time that the ship is in Glacier Bay that the engine will be running [e.g. if the ship is in Glacier Bay 10 hours and the engine will run for 5 hours = 50%].

- 1) Describe the equipment, technology or other physical plant features designed to minimize underwater noise for each vessel you propose to operate in the park.
- 2) Describe operational methods you will employ to minimize underwater noise for each vessel you propose to operate in the park.
- 3) Will you complete underwater “sound signatures” for any of the ships proposed to operate in Glacier Bay within two years of contract award and provide the NPS with a copy of any reports within sixty days of report completion?¹⁰ If so, provide details including ships to be tested, type of testing, specific ships systems to be tested and the testing entity, facility and location. A better proposal may include a comprehensive testing program for all ships at an established facility.

¹⁰ Several cruise lines have worked with the Naval Surface Warfare Center – Detachment Bremerton, 530 Farragut Ave., Bremerton, WA 98314, 360-476-4335; Contact: Blair Kipple. The test facility is at the Southeast Alaska Acoustic Measurement Facility near Ketchikan, Alaska.

PRINCIPAL FACTOR 2. THE RESPONSIVENESS OF THE PROPOSAL TO THE OBJECTIVES, AS DESCRIBED IN THE PROSPECTUS, OF PROVIDING NECESSARY, APPROPRIATE AND QUALITY VISITOR SERVICES AT REASONABLE RATES.

Scoring: 0-5

It is the objective of the National Park Service that park visitors have access to high-quality facilities and services.

A primary objective of the National Park Service is to:

- Focus ship-board activities on Glacier Bay National Park during the visit to Glacier Bay by providing a comprehensive interpretive program (such as the NPS Interpretive Program described below).
- Provide an effective pre-arrival program for passengers and crew to facilitate their understanding and enjoyment of the area.
- Provide a comprehensive program for evaluating effectiveness of the pre-arrival program and on-site interpretive program.

***Interpretive Program*¹¹**

The National Park Service has determined that the Interpretive Program described in the draft Operating Plan, Attachment A, is the minimum acceptable program for cruise ship services in Glacier Bay. The offeror may either elect to provide the interpretive services themselves or participate in the NPS Interpretive Program (on a cost recovery basis).¹²

Will you participate in the NPS Interpretive Program (including cost-recovery)? If not, submit a full description of your proposed interpretive program addressing all elements listed in Attachment A. Minimum criteria for the Interpretive Program (Attachment A) must be met in order for the proposal to be considered responsive.

Additional Elements of the NPS Interpretive Program

The following items are elements of the NPS Interpretive Program which exceed the minimum requirements listed in the draft Operating Plan, Attachment A. Only offerors who will not be participating in the NPS Interpretive Program need to specifically address each item below in order to receive consideration for exceeding the minimum requirements for that item. **Please Note: If you indicated above that you would participate in the NPS Interpretive program, the Service will consider that you will provide these additional items.**

- Provide interpreters with the opportunity to visit libraries, museums or institutions that have Alaska and Glacier Bay specific information or reference materials.

¹¹ Please also review the interpretive program provisions in the Operating Plan (including Attachment A), which is an exhibit to the draft Contract.

¹² The program also provides passengers access to Glacier Bay related publications through on-board sales provided by the Alaska Geographic Association (previously Alaska Natural History Association), a non-profit cooperating association. See <http://www.alaskageographic.org/>

- Provide opportunity for interpreters to work with experts on interpretive program subjects such as communication and interpretive techniques.
- Propose supplementary field trips both ashore and on the waters of Glacier Bay to provide interpreters with added personal experience to further enhance their programs.
- Provide the interpreters additional training and materials to develop more specialized and in-depth programs.
- Conduct focus groups and surveys to determine if passengers understand and appreciate the significance of Glacier Bay National Park and Preserve.
- Provide passengers access to Glacier Bay related publications through on-board sales provided by the Alaska Geographic Association (previously Alaska Natural History Association), a non-profit cooperating association. [See <http://www.alaskageographic.org/>]

Additional Elements Not Included in the NPS Interpretive Program

The following items are potential supplements to the interpretive program. Offerors should specify which of the following elements you will provide (if any) and describe in detail how you will accomplish that item. **Note: Unlike the previous subsection, this subsection is applicable to all offerors.**

- Provide additional Park related interpretive programs and materials related to the park specifically for children.
- Provide pre-trip information related to Glacier Bay (for example, a link from your website to Glacier Bay National Park and Preserve website [<http://www.nps.gov/glba/>]).
- Provide passengers and crew the opportunity to view films about Glacier Bay National Park prior to arrival.
- Provide passengers and crew with supplemental materials about Glacier Bay National Park prior to arrival in Glacier Bay.
- Provide programs for passengers by specialists on park related subjects, i.e. geology, ecology, natural history, Alaska history, native Alaskan culture and art, prior to arrival in Glacier Bay.
- Provide supplemental on-board exhibits.
- Provide park related reference materials including natural and cultural history resources in the ships' libraries.¹³
- Provide new and innovative interpretive services and programs utilizing new and emerging technology.
- Make audio-visual recordings of the Auditorium Interpretive Program upon request and provide copies to the NPS - to facilitate program development and performance. [Blank DVDs would be provided by the NPS].
- Provide educational materials to cruise ship passengers and employees explaining the concessioner's specific programs to minimize impacts to park resources and the part passengers

¹³ The Alaska Geographic Association (Alaska Natural History Association < <http://www.alaskanha.org/> >) is a suggested resource for appropriate library materials.

and crew play in making these efforts successful. For example, a better proposal might propose signs, video presentations or a daily news article explaining why passengers (and crew) should not feed birds.

- Provide other Innovative Interpretive Program Elements not listed above

The Cruise Ship Itinerary in Glacier Bay

The cruise ship itinerary is a significant element in ensuring that passengers have a reasonable opportunity to enjoy, learn about and experience the park. A good itinerary helps promote a positive visitor experience, a poor itinerary undermines it. Experience has shown that the following itinerary constraints promote a positive visitor experience for the typical cruise ship visit.

- Arrival in Glacier Bay (off Bartlett Cove) no earlier than 07:00 (7:00 am)¹⁴
- Passing Queen Inlet, northbound, no earlier than 09:00 (9:00 am)¹⁵
- Passing Lamplugh Glacier, southbound, no later than 17:00 (5:00 pm)¹⁶

1. Will you operate in accordance with these itinerary constraints? If so, you can skip the next question. A better proposal may answer “Yes” to this question.

2. If you do not propose to operate in accordance with the itinerary constraints shown above, provide your proposed alternative times and explain the reasons for the alternative times. Please note that your alternative times need to meet the draft Operating Plan requirements.

- Arrival in Glacier Bay (off Bartlett Cove) no earlier than _____
- Passing Queen Inlet, northbound, no earlier than _____
- Passing Lamplugh Glacier, southbound, no later than _____

3. Provide your proposed Glacier Bay itinerary or itineraries. The “Proposed Itinerary Table” below is a suggested format for providing this information.

¹⁴ Arriving before passengers wake up limits their opportunity to appreciate park themes such as plant succession.

¹⁵ Passing Queen Inlet before passengers eat breakfast limits their opportunity to get out on deck during this primary glacier viewing period.

¹⁶ Leaving the glacier area after 5 pm results in passengers missing some of the prime glacier viewing due to conflicts with dinner schedules and other evening activities.

Proposed Itinerary Table	
Provide this information for each proposed itinerary	
Time(s)	Activity
	Glacier Bay Arrival (ranger boarding time)
	Glacier Bay Chat
	Passing Queen Inlet northbound
	Begin Commentary
	Arrival at Margerie/Grand Pacific Glaciers
	Departure from Margerie/Grand Pacific Glaciers
	Interpretive auditorium program
	Children's Program(s)
	Meals
	Passing Lamplugh Glacier southbound
	Times at other glaciers/inlets (specify)
	Activities which restrict interpretive commentary (specify activity)
	Departure from last glacier
	End Commentary
	Depart Glacier Bay (ranger disembarkation time)

PRINCIPAL FACTOR 3. THE EXPERIENCE AND RELATED BACKGROUND OF THE OFFEROR, INCLUDING THE PAST PERFORMANCE AND EXPERTISE OF THE OFFEROR IN PROVIDING THE SAME OR SIMILAR VISITOR SERVICES AS THOSE TO BE PROVIDED UNDER THE CONCESSION CONTRACT.

Scoring: 0-5

Note to Offeror: In the event that you (the offeror that signed the Offeror's Transmittal Letter) are not the legal entity that is to be the Concessioner under the final Concession Contract, please explain your relationship to the proposed Concessioner and provide the information described below with respect to both you and the proposed Concessioner as applicable.

Identify the Concessioner and Related Parties

The NPS will not score your response to this element as a separate subfactor. However, your answers may affect the evaluation and scoring of subfactors in principal selection factor 3 and other subfactors in the proposal package.

Using the Business Organization form, located below, identify the Offeror and each business organization, operator and any parties involved in the management and operation of the proposed concession operation. Use the form appropriate for your organization (Partnership, Sole Proprietorship, Corporation, or Limited Liability Company) and include all information necessary to make the relationships among parties clear.

Business Organization Information – Corporation/Limited Liability Company <i>Complete separate form for the submitting corporation and the parent corporation (include all partners in a joint venture).</i>		
Name of Entity		
Address		
Telephone Number		
Fax Number		
Email Address		
Contact Person		
Title		
Tax ID#		
State of Incorporation		
Date of Incorporation		
OWNERSHIP	NUMBER AND TYPE OF SHARES OR PERCENTAGE OF OWNERSHIP	CURRENT VALUE OF INVESTMENT
Names and Addresses of those with controlling interest or key principals		
Total of All		
Total Shares Outstanding		
OFFICERS AND BOARD OF DIRECTOR	ADDRESS	TITLE AND/OR AFFILIATION

Business Organization Information – Partnership or Sole Proprietorship			
Name of Entity			
Address			
Telephone Number			
Fax Number			
Email Address			
Contact Person			
Title			
Tax ID #			
Form of Business: ☐ Partnership ☐ Sole Proprietor ☐ Other (please describe):			
Years in Business			
OWNERSHIP			
Names And Addresses Of Each Partner Or Sole Proprietor	Percentage of Ownership	Current Value of Business	Role in Providing Concession Services

Experience

For the purposes of this element, “Offeror” means the offering entity, unless the offering entity has been in existence for less than five years. In that case “offeror” means the offering entity, its parent, subsidiaries, predecessor companies and any other related business entity. Partnerships or joint ventures need to report for all partners.

1. Please summarize the offeror’s background and experience in the cruise industry.
2. Past Business Difficulties

The Offeror’s past record of marine casualties and violation notices must be included in your proposal for the period beginning five years prior to submission of the proposal.¹⁷

- a. Has the Offeror had any **marine casualties or accidents**¹⁸?

☐

Yes

☐

No

If yes, list of all **marine casualties or accidents** following the format provided below.

¹⁷ Information which comes to the attention of the National Park Service for the period of time after a prospectus is issued but prior to the actual award of a contract may be considered in the selection process.

¹⁸ The term “**marine casualty or accident**” means any event (anywhere in the world) caused by or involving a **passenger** vessel and includes the following:

[46 CFR Part 4]

- 1) An unintended grounding, or an unintended strike of (allision with) a bridge;
- 2) An intended grounding, or an intended strike of a bridge, that creates a hazard to navigation, the environment, or the safety of a vessel;
- 3) A loss of main propulsion, primary steering, or any associated component or control system that reduces the maneuverability of the vessel;
- 4) An occurrence materially and adversely affecting the vessel's seaworthiness or fitness for service or route, including but not limited to fire, flooding, or failure of or damage to fixed fire-extinguishing systems, lifesaving equipment, auxiliary power-generating equipment, or bilge-pumping systems;
- 5) A loss of life [except for deaths due to natural causes] ;
- 6) An injury that requires professional treatment (treatment beyond first aid) and, if the person is engaged or employed on board a vessel in commercial service, that renders the individual unfit to perform his or her routine duties;
- 7) An occurrence causing property damage in excess of \$100,000, this damage including the cost of labor and material to restore the property to its condition before the occurrence, but not including the cost of salvage, cleaning, gas-freeing, dry-docking or demurrage.
- 8) An occurrence involving significant harm to the environment including:
 - a) A discharge of oil as set forth in 40 CFR 110.3 or a discharge of hazardous substances in quantities equal to or exceeding, in any 24-hour period, the reportable quantity determined in 40 CFR part 117;
 - b) A discharge of noxious liquid substances [as defined in 33 CFR 151.47 or 33 CFR 151.49] in bulk; and
 - c) A probable discharge of oil, hazardous substances, marine pollutants, or noxious liquid substances.

Date of Incident	Type of Casualty or Accident	Vessel Name	No. of Fatalities	Dollar Amount of Property Damage	Total Accident Cost (e.g. repairs, clean-up, fines, legal expenses)	Geographical Location of Incident

b. Has the Offeror been charged by any governmental authority (within or outside the United States), or local entity, for violation of any criminal or civil statute or regulation relating to passenger vessel activities, public land use or the environment?

☐

Yes

☐

No

If yes, submit a copy of the charging document (notice of violation, citation, information, indictment or similar charging document) regardless of the outcome (including dismissal, acquittal, suspended imposition of sentence, plea of guilty or finding of guilty) and an explanation of the circumstances surrounding the charge including any penalty assessed or agreed to and any corrective or mitigating actions taken by the offeror.

PRINCIPAL FACTOR 4. THE FINANCIAL CAPABILITY OF THE OFFEROR TO CARRY OUT ITS PROPOSAL.

Scoring: 0-5

Note to Offeror: In the event the offeror is not the legal entity that is to be the concessioner under the concession contract, provide the information described below with respect to both the Offeror, including all partners in a joint venture, and the proposed Concessioner. Explain the Offeror's financial relationship with the proposed Concessioner.

Financial Capability

1. The Availability of Funds to Operate the Concession.

Will you be purchasing a vessel or undertaking a major purchase or investment in order to operate this concession? (Note: Major purchase or investment is defined as exceeding 10% of the book value of your assets.) Yes _____ No _____

If so, explain how you will finance this investment. Include the purchase or investment amount, expected loan rates, and expected terms of financing agreements. Explain fully the financial arrangements you propose using the following guidelines:

1. Document each source and availability of all funds with your current audited financial statements, financing agreements, letters of commitment, or similar supporting documents.
2. If funds are to be obtained from lending institutions (banks, savings and loans, etc.), include a letter of commitment from the lending institution.
3. If funds are to be obtained from an individual, or a corporation whose primary fund source is an individual, provide the following as appropriate:
 - Current financial statement for the primary source of funds.
 - Documentation of any assets to be sold.
 - Written funding commitment from the individual or corporation.
 - Any other assurances or documentation that make a compelling demonstration that the funds are available.

2. Financial Position of the Offeror

Financial Statements

Provide copies of your financial statements for the two most recent fiscal years. If financial statements have been audited, include the related audit report, notes to the financial statements and similar explanatory material. Financial statements should include, at a minimum, income statements and balance sheets. If the offeror is a subsidiary of another company, also provide financial statements for all parent companies. Similarly, provide financial statements for all partners in a partnership and all members of a limited liability company. Personal financial statements are required for owners of sole proprietorships.

Note: If the information requested above is not available, the offeror should explain why and provide information demonstrating the offeror's financial position. If the offeror is a new entity with no financial history, then the offeror should provide information demonstrating the financial position of the new entity. This could include, but is not limited to, binding commitments from investors, shareholders or other owners to provide financial support. In this case, financial statements demonstrating availability of funds for the investors, shareholders or other owners should also be provided.

Credit Information

- 1) List any Foreclosures, Bankruptcies, and Transfers in Lieu of Foreclosure or Work-Out/Loan Modification Transactions during the *past 10 years*. (If none, so indicate.) Include the name of the property, the city and state, the property type, the approximate loan amount, the lender, and the year of the event. Include an explanation of circumstances, including resolution, bankruptcy plan, and/or other documentation as appropriate.
- 2) Describe any pending litigation or current lawsuits that will materially impact your financial position if adversely resolved.
- 3) Provide a current credit report (within the last six months) from a major credit reporting company such as Equifax, Experian or D&B (formerly Dun & Bradstreet.)

3. Demonstrate your understanding of the financial viability of your proposed operation.

Using the forms located at the end of this section, and following the guidelines below, provide projected estimates of the revenues and expenses of a single cruise in the form of a prospective income statement. The projections should be provided for the term of the contract.

Additional instructions regarding the forms:

1. State and incorporate the annual inflation rate.
2. Fully explain the method of preparing the estimates and assumptions on which your projections are based. Information must be sufficiently detailed to allow a reviewer to determine the basis for the estimates and make a determination of whether or not the projections are realistic.

Only projected receipts and expenses related to a single cruise required or authorized by the contract are to be included in the prospective statements. Considering that many operations are comprised of cruises that only spend one day in the park, you should provide the revenue and expenses for a single cruise in its entirety, with the information requested below under “Operating Assumptions” regarding the number of days of the cruise and the amount of time that cruise will spend in Glacier Bay.

PROSPECTIVE INCOME STATEMENT FORMAT

All Projected Revenue and Expenses for a Single Cruise that Will Enter Glacier Bay

Annually for Term of Contract

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Gross Receipts										
Tours										
On-Board Sales										
Shore Excursions										
Travel Insurance										
Other (describe)										
Direct Expenses										
Salaries & Wages										
Payroll Taxes & Benefits										
Operating Supplies										
Repair and Maintenance										
Travel, Meals & Entertainment										
Commissions										
Office Supplies										
Contract Services										
Fuel and Utilities										
Licenses and Fees										
NPS Franchise Fee										
Other: (describe below)										
Undistributed Expenses										
General and Administrative										
Marketing										
Other: (describe below)										
Fixed Expenses										
Insurance										
Capital Lease Expense (if applicable)										
Other: (describe below)										
EBITDA										
Interest Expense										
Depreciation and Amortization										
Net Profit Before Taxes										

Operating Assumptions – Proforma Income Statement

All Projected Revenue and Expenses for a Single Cruise that Will Enter Glacier Bay

Provide Annually for the Term of the Contract

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Revenue Inflation	%	%	%	%	%	%	%	%	%	%
Expense Inflation	%	%	%	%	%	%	%	%	%	%
Amount of Time in Glacier Bay (in hours or, if more than 1 day, number of days)										
Number of Days of Cruise										
Number of Revenue Passengers on Cruise*										
Average daily revenue per passenger.	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

If the “Number of Revenue Passengers on Cruise” multiplied by the proposed franchise fee per passenger does not equal the amount for NPS franchise fees included in the prospective income statement, then you should provide an explanation of how the franchise fee was determined.

PRINCIPAL FACTOR 5. THE AMOUNT OF THE PROPOSED FRANCHISE FEE AND/OR OTHER FORMS OF FINANCIAL CONSIDERATION TO NPS.

Scoring: 0-4

The proposed franchise fee.

- (1) **Note to Offeror:** The minimum franchise fee for the draft contract is the **greater of \$7.00 per passenger per day or \$500.00 annually**. The National Park Service will adjust this fee each year in accordance with the Consumer Price Index, All Urban Consumers, published by the U.S. Department of Labor, by the same percentage increase or decrease from January of the preceding year to January of the current year. Should this index cease to be published, the National Park Service will select a similar index to annually adjust the fee.
- (2) “Passenger” means everyone on board except Concessioner employees (captain, officers, crew, etc.); contractors and sub-concessioners; immediate family members of employees who are sharing the employee’s quarters; and musicians, artists, guest speakers, art auctioneers, interpreters, rangers, etc. who are traveling free, but providing passenger services for the concessioner or the National Park Service.
- (3) “Day” means any continuous period of time that services to be authorized are provided in Glacier Bay National Park & Preserve between the hours of 12 midnight on one day to 12 midnight the next day, including services on marine waters other than when a vessel is transiting open waters along the Gulf of Alaska, Cross Sound, North Inian Passage and Icy Passage without entering any bay or inlet of Glacier Bay National Park and Preserve.

The proposal of a higher franchise fee is generally beneficial to the NPS, and, accordingly, may result in a higher score under this selection factor. However, consideration of revenue to the United States is subordinate to the objectives of protecting, conserving, and preserving resources of the park area and of providing necessary and appropriate visitor services to the public at reasonable rates. The National Park Service will score the proposed franchise fee according to the dollar amount proposed per passenger.

Please state the franchise fee you propose as a **per passenger, per day amount**. The proposed franchise fee should be in dollars and cents. A full cent is the lowest level of detail that should be proposed (1/2 cents or other portions of cents will not be considered.) Do not propose a tiered system for a franchise fee, such as \$7.00 for the first 20,000 passengers and \$10 for the next 20,000 passengers. The proposed amount per passenger per day should be the same for all passengers.

\$_____ per passenger per day. This franchise fee will be adjusted annually in accordance with the consumer price index, all U.S. consumers.

SECONDARY SELECTION FACTOR 1. THE QUALITY OF THE OFFEROR'S PROPOSAL TO CONDUCT ITS OPERATIONS IN A MANNER THAT FURTHERS THE PROTECTION, CONSERVATION AND PRESERVATION OF THE PARK AREA AND OTHER RESOURCES THROUGH ENVIRONMENTAL MANAGEMENT PROGRAMS AND ACTIVITIES, INCLUDING, WITHOUT LIMITATION, ENERGY CONSERVATION, WASTE REDUCTION, AND RECYCLING.

Scoring: 0-3

Note to Offeror: This secondary selection factor focuses on environmental management programs and activities that promote *general* environmental objectives such as waste reduction, fuel efficiency, recycling, etc. Please avoid overlap between your response here and your response to *Principal Selection Factor 1*, which relates specifically to protection of particular resources of the park area.

1. Describe the environmental programs and actions you will undertake (**in addition to those you have described under Principal Selection Factors 1 and 2**) to minimize the impacts of your operations on, and promote a better understanding and respect for, the **general** environment.

A better proposal may include commitments such as:

- reductions in greenhouse gasses;
- specific energy and water efficiency practices or standards;
- minimizing solid waste production;
- maximizing recycling of waste products; and
- use of environmentally preferable products and supplies.

For example, an offeror may:

- Describe procedures for containment and disposal of wastewater sludge, filters, and screening wastes associated with proposed vessel wastewater treatment systems. A better proposal may provide innovative solutions to handling, disposal or diversion of this component of the waste stream; or
- Describe procedures for minimizing solid waste. A better proposal may utilize best industry practices for minimizing solid waste, and would commit to tracking solid waste generation and rates (such as pounds of solid waste and recycled waste generated per passenger per day), diversion rates (amount of solid waste which is recycled) and change over time for each ship. A better proposal also may propose to share their solid waste data with the park upon request.
- Describe steps they have taken, or intend to take, to reduce energy and water consumption. A better proposal may utilize best industry practices for improving energy and water efficiency, and would commit to tracking energy and water usage over time. A better proposal also may propose to share their energy and water usage data with the park upon request.

SECONDARY SELECTION FACTOR 2. SPECIFIC ENVIRONMENTAL MANAGEMENT ISSUES.

Scoring: 0-3

Note to Offeror: This secondary selection factor focuses on specific environmental management issues not addressed elsewhere. Please avoid overlap between your response here and your response to *Principal Selection Factor 1*, which relates specifically to protection of particular resources of the park area or *Secondary Selection Factor 1*, which relates to the offerors general environmental management program.

- 1) Will you use helicopters over Glacier Bay National Park and Preserve (other than for medical evacuation or other emergency use)? If so, describe the proposed use including location, purpose, frequency, duration. Also describe any mitigating measures you would take to reduce the impacts of helicopter use on wildlife, passengers and other park users. A better proposal may minimize or eliminate non-emergency helicopter use over the park.
- 2) Describe your proposed program to reduce airborne ship-generated noise. A better proposal may minimize ship generated noise.
- 3) Describe how you will comply with federal regulations related to vessel approach to whales in Glacier Bay (see 36 CFR 13.1170). A better proposal may include:
 - a) a comprehensive whale avoidance program which details procedures for detecting and responding to nearby whales, describe how any vessel limitations¹⁹ would be mitigated and address procedures for safely slowing down or changing course to avoid approaching whales at distances of less than 1/4 mile; and
 - b) a comprehensive training program based on programs such as the NOAA “A Prudent Mariner’s Guide to Right Whale Protection”²⁰ with reference to Glacier Bay specific regulations.
- 4) Will you provide the Park with data on ship location and speed *through-the-water* and *over-the-ground* obtained from each ship’s onboard instruments in text-based electronic format on CD or DVD? If so, describe the format you will use and when the information will be available. A better proposal may commit to providing this information in electronic form on CD or DVD as machine readable ASCII text data including date, time, latitude, longitude and speed through the water at 1 minute intervals (or less) delivered to the NPS at least monthly during May through September.

¹⁹ Some examples of “vessel limitations” might be constraints on rates of turn or deceleration related to passenger safety or inability of bridge officers to see directly in front of the vessel due to the configuration of the bow.

²⁰ See <http://www.nero.noaa.gov/shipstrike/doc/mtr.html>