

**Prospectus for Developed Recreation Facilities
and Related Granger-Thye Concessions**

**U.S. Department of Agriculture
Forest Service**

OTTAWA NATIONAL FOREST

JANUARY 2009



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I. Business Opportunity

A. Introduction

This prospectus is being issued to solicit applications for a concession campground special use permit. A permit or permits to provide high-quality public service in the operation and maintenance of Government-owned recreation facilities located on the Ottawa National Forest will be issued. Most facilities have operated under concession permit since 2004. All facilities have operated at some time in the past under a concessions operation.

Applicants are responsible for producing their own business plans and for their own financial predictions in responding to this prospectus. Applicants should also consider that the Forest Service has Memoranda of Understanding (MOU) with certain Tribal Governments to waive certain campground fees and length of stay limits in National Forest Campgrounds in Michigan and Wisconsin for Tribal Members use while exercising reserved treaty rights. The campgrounds advertised in this prospectus are included in the MOU. Potential permit holders need to be aware of this use and factor it into their bid accordingly. Detailed information regarding tribal use passes can be found on page 20 of this prospectus.

The Ottawa National Forest is currently implementing the final Recreation Facility Analysis which determined future use of recreation facilities on the Forest. Prior to implementing any changes the Forest will coordinate with the concessionaire and make any adjustments to the terms of the special use permit as necessary.

Applicants can submit proposals for any or all bid items.

The permit or permits will include the following developed sites:

Bid Item 1 – Bessemer Ranger District

- Black River Harbor Campground
- Black River Harbor Docking Facilities

Bid Item 2 – Iron River Ranger District

- Golden Lake Campground
- Lake Ottawa Campground

Bid Item 3 – Kenton Ranger District

- Norway Lake Campground
- Perch Lake Campground
- Lake Ste Kathryn Campground

Bid Item 4 – Ontonagon Ranger District

- Courtney Lake Campground
- Bob Lake Campground

Bid Item 5 – Watersmeet Ranger District

- Imp Lake Campground
- Marion Lake Campground and Group Camping Area
- Clark Lake (Sylvania) Campground

Bid Item 6 – Bessemer Ranger District

- Bobcat Lake Campground
- Henry Lake Campground
- Moosehead Lake Campground
- Pomeroy Lake Campground

The authorized officer for this business opportunity is the Forest Supervisor for the Ottawa National Forest, E6842 Us Hwy 2, Ironwood, MI 49938

Over the past three or four years, the concessions have generated the following **gross revenues**:

**Bid Item 1 – Bessemer Ranger District
Black River Harbor Campground**

Year 2004	\$12,222
Year 2005	\$12,808
Year 2006	\$11,559
Year 2007	\$10,804
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4-Year Average -	\$11,848

Black River Harbor Docking Facilities

Year 2006	\$28,382
Year 2007	\$27,558
Year 2008	\$24,992
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4 - Year Average -	\$26, 977

Bid Item 2 – Iron River Ranger District

Year 2004	\$18,295 (Golden Lk -\$3497, Lk Ottawa -\$14,798)
Year 2005	\$20,907 (Golden Lk -\$4815, Lk Ottawa -\$16,092)
Year 2006	\$15,702 (Golden Lk -\$3650, Lk Ottawa -\$12,052)
Year 2007	\$19,923 (Golden Lk -\$3905, Lk Ottawa -\$16,018)
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4-Year Average -	\$18,864

Bid Item 3 – Kenton Ranger District

Year 2004	\$18,051 (Norway Lk -\$6930, Perch Lk -\$6520, Lk St. Kathryn -\$4601)
Year 2005	\$17,864 (Norway Lk -\$7410, Perch Lk -\$5805, Lk St. Kathryn -\$4649)
Year 2006	\$12,040 (Norway Lk -\$4360, Perch Lk -\$4865, Lk St. Kathryn -\$2815)
Year 2007	\$16,888 (Norway Lk -\$5600, Perch Lk -\$7478, Lk St. Kathryn -\$3810)
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4-Year Average -	\$16,211

Bid Item 4 – Ontonagon Ranger District

Year 2004 - Not under concession operations
Year 2005 \$8039 (Courtney Lk -\$3505, Bob Lk -\$4534)
Year 2006 \$6205 (Courtney Lk -\$2775, Bob Lk -\$3430)
Year 2007 \$5770 (Courtney Lk -\$2555, Bob Lk -\$3215)
3-Year Average - \$6671

Bid Item 5 – Watersmeet Ranger District

Year 2004 \$39,313 (Imp Lk -\$4630, Marion Lk -\$12,511, Clark Lk -\$22,172)
Year 2005 \$45,603 (Imp Lk -\$6147, Marion Lk -\$14,630, Clark Lk -\$24,826)
Year 2006 \$34,351 (Imp Lk -\$3595, Marion Lk -\$10,867, Clark Lk -\$19,889)
Year 2007 \$40,188 (Imp Lk -\$4349, Marion Lk -\$12,381, Clark Lk -\$23,458)
4-Year Average - \$39,864

Bid Item 6 – Bessemer Ranger District

Year 2004 \$10,905 (Bobcat-\$2004, Henry-\$1745, Moosehead-\$2795, Pomeroy-\$3291)
Year 2005 \$14,181 (Bobcat-\$3713, Henry-\$2535, Moosehead-\$2894, Pomeroy-\$3719)
Year 2006 \$10,326 (Bobcat-\$2680, Henry-\$1500, Moosehead-\$2256, Pomeroy-\$2602)
Year 2007 *\$7567 (Bobcat-\$2157, Henry-\$1250, Moosehead-\$1998, Pomeroy-\$2147)
4-Year Average - \$10,745

* Campgrounds operated by Marenisco Township – Reduced Season

B. Area Description

The Ottawa National Forest is located approximately 400 miles north of Chicago. The Michigan's upper peninsula has been the destination of recreationists and vacationers for over a century, with its abundant fishing, biking, hunting, camping, hiking, skiing, boating, birding, off-road motorized recreation, and snowmobiling. Weather in the Upper Peninsula is characterized by pleasant summers of warm days and cool nights; temperatures during the summer are relatively mild, averaging from 60° to 85° during the day. Nighttime temperatures average about 56°. Spring weather (through the month of June) is often cool and rainy. Warmer, drier weather typically arrives in July. Late July and August are usually warm and often sunny. September and October are typically mild in the daytime and cold at night. The winters generally offer plentiful snowfalls, cold temperatures, and great opportunities to participate in outdoor winter activities.

Summer weather is usually warm with the warmest month being July, with an average high temperature of 75 degrees Fahrenheit and an average low of 52 degrees. Average annual rainfall is 31 inches, and an average snowfall for the area ranges between 100 - 200 inches.

C. Description of Developed Recreation Sites and Facilities

The following is a description of each developed recreation site included in this prospectus (see Appendix 2 of the prospectus for maps).

Bid Item 1 – Bessemer Ranger District

Black River Harbor Campground (Bid Item 1)

General Description

The Black River Harbor Campground is located in the far western end of the Ottawa National Forest and is easily accessed by U.S. Highway 2 and County Road 513. The primary market area includes Wisconsin, Michigan, Minnesota and Illinois. These states provide approximately 75% of the users at the campground.

The campground is one part of a larger recreation complex known as the Black River Harbor Recreation Area.

Areas of interest that are found in the general vicinity of the campground include: Lake Superior and beaches, Black River Harbor and marina, North Country National Scenic Trail, Black River National Scenic By-Way and numerous hiking trails leading to five major waterfalls along the National Scenic Black River.

The area provides an opportunity for a semi-remote north woods experience, complete with fishing, viewing wildlife such as bald eagles, white-tailed deer, black bear and numerous birds and small mammals, all within fifteen miles of a full service community of Ironwood, Michigan.

Recreation Site Description

The Black River Harbor Campground is located in a forested setting adjacent to Lake Superior, the largest freshwater lake in North America. It has 40 spacious campsites, paved roads, a pressurized water system with flush toilets (no showers) and a trailer dump station. Most campsites are designed to accommodate recreation vehicles up to 40 feet.

One camp unit, site #25 (manager's site) includes electrical, water, phone lines and wastewater hookup. The Forest Service reserves the right to utilize up to (2) camp units for administrative purposes. These are campsites #8 and one other non-designated unit. Compensation for use of sites by the Forest Service will be negotiated with the Concessionaire on a case-by-case basis.

The campground is within walking distance to a picturesque harbor and marina with boat launch, space for transient boaters, beach and a large picnic area with an enclosed pavilion. These facilities are not a part of this concession operation.

This campground facility has been operated in the past by a concessionaire and is in very good to excellent condition. Previous concessionaires have successfully participated in the National Recreation Reservation Service for the Black River Harbor campground.

Operating Season

The concessionaire will be required to be open at a minimum from the Friday before Memorial Day through the Labor Day Holiday weekend each season. Beyond the minimum required season, the concessionaire will have the option to operate the facility for additional periods. The Forest Service reserves the right to approve extended operating seasons.

Water and Wastewater Systems

The campground has a pressurized water system with an 11,000-gallon capacity holding tank. This provides water to 7 hydrants located throughout the campground; two restrooms with sinks, flush toilets and a trailer dump station. Concessionaire will be responsible for the repair and maintenance of the water and wastewater system above ground and minor repairs including plugged drains. (See Appendix F for testing requirements).

Utilities

Electrical service supplied to the campground facilities is the responsibility of the Forest Service. The manager's camp unit, #25, as well as unit #8 which historically has been utilized by Forest Service volunteers, have electrical hook-ups available. The manager's site also has two phone lines and wastewater hook-up. Activation, maintenance and utility fees associated with the phone lines are the responsibility of the concessionaire.

The concessionaire would need to provide a dumpster(s) at the campground for trash disposal or haul to the transfer station.

Employee Housing

The Forest Service does not provide housing at this facility.

Black River Harbor Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed sites beginning at the campground entrance gate, including paved roadways, pathways, campsites, signs, tables, grills, restroom buildings, bulletin boards, and the trailer dump station.

Black River Harbor Docking Facilities (Bid Item 1)

General Description

The Black River Harbor Docking Facilities (Harbor) are located in the far western end of the Ottawa National Forest and is easily accessed by U.S. Highway 2 and County Road 513. The primary market area includes Wisconsin, Michigan, Minnesota and Illinois.

The Harbor facility is part of a larger recreation complex known as the Black River Harbor Recreation Area.

Areas of interest that are found in the general vicinity include: Lake Superior and beaches, Black River Harbor Campground, North Country National Scenic Trail, Black River National Scenic By-Way and numerous hiking trails leading to five major waterfalls along the National Scenic Black River.

The area provides an opportunity for a semi-remote north woods experience, complete with fishing, viewing wildlife such bald eagles, white-tailed deer, black bear and numerous birds and small mammals, all within fifteen miles of a full service community.

Recreation Site Description

The Black River Harbor is located on Lake Superior, the largest freshwater lake in North America. It is accessed by paved roads and the adjacent Day Use Area has a pressurized water system with flush toilets (no showers). Included at or near the Harbor facilities is a boat launch, beach area and a large picnic area with an enclosed pavilion. These facilities are not a part of this concession operation.

Included in the Harbor facilities concessions package are approximately 270 feet of transient boat slips, (150 feet of permanent docks and 120 feet of floating docks), a concessions building and credit card fueling facilities. The Forest Service will be responsible for the installation and removal of the floating docks each year. The Concessionaire is responsible for routine maintenance of the docks under permit including but not limited to replacement of boards and cleats.

A portion of the Black River Harbor docking facilities, which are in very good to excellent condition, have been operated in the past by both a concessionaire and a Partner. Most recently, the facilities have been operated by the Ottawa Interpretive Association under a cooperative agreement with the Forest Service.

Operating Season

The concessionaire will be required to be open daily, at a minimum from the Friday before Memorial Day through the Labor Day Holiday weekend each season. Gasoline service is required from May 15th through September 15th each year. Beyond the minimum required season, the concessionaire will have the option to operate the facility for additional periods. The Forest Service reserves the right to approve extended operating seasons. A schedule for operation of the concessions and fuel operations should be provided in the proposed operating plan included in the bid package.

Minimal acceptable service for the docking facilities is providing fuel for boaters and the management of the transient docks.

Water and Wastewater Systems

The concession building has pressurized water and a boat sewerage pump-out station. Concessionaire will be responsible for the repair and operation/maintenance of the water and pump-out system above ground and minor repairs including plugged drains. The Concessionaire may propose a fee for use of the boat wastewater pump-out. The Forest Service will assist with bringing up the water system each spring and shutting it down in the fall. The Forest Service will assist with follow-up on bad/positive sample results.

Utilities

Electrical service supplied to the Harbor facilities is the responsibility of the Forest Service with the exception of the electric service to the concessions building, which is the responsibility of the concessionaire. The concessionaire would be responsible for trash pick-up and removal to the Forest Service provided dumpster, located near the boat launch, for the concessions building, and the areas associated with the fueling facilities and transient docks. Included in the concessions building is an emergency marine radio maintained by the Coast Guard Auxiliary.

The concessionaire is responsible for setting up an account for the credit card fueling station with the appropriate companies who operate this service. Concessionaire is also responsible for securing all State and local permits and licenses required for the operation of the concessions stand. The State of Michigan License for fuel stations must be applied for at least 60 days prior to beginning operations.

Employee Housing

The Forest Service does not provide housing at this facility.

Black River Harbor Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes the concessions building, fueling station and transient docks.

Bid Item 2 –Iron River Ranger District Lake Ottawa Campground (Bid Item 2)

General Description

Lake Ottawa Campground is located in the far eastern end of the Ottawa National Forest, and is about 7 miles southwest of Iron River, MI, a full service community. The campground is easily accessed off of U.S. Highway 2 via paved state and county roads.

The area provides an opportunity for a semi-remote northwoods experience, complete with fishing, viewing wildlife such as bald eagles, loons, white-tailed deer, and numerous birds and small mammals.

Ottawa Lake receives solid use from the local area, and is about 3 hours drive from Duluth, MN, Wausau and Green Bay, WI; 5 hours from Madison and Milwaukee, WI and 6 hours drive from Chicago, IL and Minneapolis-Paul, MN.

Recreation Site Description

Lake Ottawa Campground is in a beautiful forested northwoods setting adjacent to Lake Ottawa, a lake 95% surrounded by National Forest System land. Three rustic log buildings, a picnic shelter with two stone fire places and original log picnic tables, and two log toilet buildings, were constructed by the CCC in the late 1930's. Although some maintenance of the log shelter building has been deferred, the toilet building interiors were gutted and completely reconstructed in 2001-2002.

The area includes a 32 site campground with paved interior roads and camp site spurs. A pressurized water system and sewage treatment plant provide running water and flush toilets (no showers).

Adjacent to the campground, though not offered in this concession package, is a CCC era day use recreation building, swimming beach, accessible fishing pier, playground area and playing field, picnic areas and boat launch.

Operating Season

The minimum acceptable operating season is from the Friday preceding Memorial Day through the Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water and Waste Water Systems

The campground water system is shared with the adjacent day use area. The system consists of a well with a pressurized water system serving the campground restrooms, faucets throughout the campground, and the dump station. Concessionaire will be responsible for the repair and maintenance of the water and waste water system above ground and minor repairs including plugged drains and toilets in the campground only. The Forest Service will assist with bringing up the water system each spring and shutting it down in the fall. The Concessionaire is responsible for conducting pre-season and monthly water sampling and DEQ testing in the campground. The Forest Service will assist with follow-up on bad/positive sample results. The (See Appendix F for testing requirements).

Utilities

There is no electrical or phone service in the campground. Electricity for operating the water and sewage systems is the responsibility of the Forest Service. There are hook-ups for power, water and sewer at the Concessionaire Host site at the entrance of the campground. The concessionaire is responsible for setting up an account and paying for electric service to the Host site should they decide to provide this service to their Host.

The concessionaire is responsible for campground garbage disposal. The concessionaire would need to provide a dumpster(s) for trash disposal or haul to the transfer station.

Employee Housing

The Forest Service does not provide housing at this facility.

Lake Ottawa Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes the recreation area entrance sign, recreation area entrance road, a small area available for a storage building, and the campground buildings, picnic shelter building, bulletin boards and the trailer dump station.

Golden Lake Campground (Bid Item 2)

General Description

Golden Lake Campground is located in the eastern end of the Ottawa National Forest, midway between the communities of Watersmeet and Iron River, MI. The campground is easily accessed off of U.S. Highway 2 and Forest Highway 16.

Golden Lake Campground attracts both local users and travelers passing through Michigan's Upper Peninsula. It is approximately 3 hours drive from Duluth, MN, Wausau and Green Bay, WI; 5 hours from Madison and Milwaukee, WI and 6 hours drive from Chicago, IL and Minneapolis-St. Paul, MN.

The area provides an opportunity for a northwoods experience, complete with fishing, viewing wildlife such as bald eagles, white-tailed deer, and numerous birds and small mammals, all within fifteen miles of a full service community.

Recreation Site Description

As the only National Forest System land on Golden Lake, this campground provides public access to good fishing opportunities on this deep, cold-water trout lake.

Well planned and maintained, Golden Lake is typical of the 1960's era Forest Service campground. It offers 22 camp sites, and an adjacent boat launch and small picnic area, all within a scenic and peaceful setting. The roads and camp site spurs are paved. Outdoor toilet facilities, including a new toilet installed November 2003, and a hand pump round out this typical rustic development, Forest Service campground.

Operating Season

The minimum acceptable operating season is from Friday one week before the Memorial Day weekend through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

Water is supplied from a well via a hand pump. Concession responsibility would include pre-season and monthly sampling and DEQ testing of the water to ensure it is potable and routine pump maintenance. (Refer to Appendix F). Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service available at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Golden Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed sites beginning at the entrance road intersection with Forest Highway 16, including paved roadways, gates, pathways, campsites, signs, tables, grills, restroom buildings, and bulletin boards, excluding the picnic area and boat launch.

Bid Item 3 – Kenton Ranger District

Norway Lake Campground (Bid Item 3)

General Description

Norway Lake Campground is located in Iron County 10 miles southeast of the town of Sidnaw on the Kenton Ranger District in the eastern half of the Ottawa National Forest (See maps in Appendix 1). From Sidnaw, the larger towns of Marquette, MI and Ironwood, MI are within two hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, and 3 hours from Green Bay, WI.

Use of the facility is highest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through October.

NOTE: A timber sale is planned for this campground within the next five years. Harvesting operations will be planned to occur during the winter months (non-camping season). However, operation of the campground may be impacted, and some sites may be unavailable for camping at times during the timber sale contract period.

Recreation Site Description

The concession includes Norway Lake Recreation Area, consisting of two camping loops with a total of 27 campsites.

Originally constructed in 1930's and since refurbished, Norway Lake provides visitors with a unique camping experience among towering red pines.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Three sets of outdoor toilet facilities as well as two hand pumps for water are located within the Recreation Area.

Adjacent to the campground, though not offered in this concession package is a boat landing.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of two hand pumps placed throughout the Recreation Area. Concession responsibility would include pre-season and monthly DEQ testing of these pumps to ensure they are potable. (Refer to Appendix 10, which includes FS-2700-4h Appendix F). Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service at this campground.

Employee Housing

No employee housing is available for concessionaire use.

Norway Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes everything within the campground loops and the area defined in the map as "grass to be mowed".

Perch Lake Campground (Bid Item 3)

General Description

Perch Lake Campground is located in Iron County 14 miles southeast of the town of Sidnaw on the Kenton Ranger District in the eastern half of the Ottawa National Forest (See maps in Appendix 2). From Sidnaw, the larger towns of Marquette, MI and Ironwood, MI are within two hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, and 3 hours from Green Bay, WI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through October.

Recreation Site Description

The Concession includes Perch Lake Campground, consisting of 20 campsites.

Originally constructed in 1930's and since refurbished, Perch Lake provides visitors with excellent fishing, and a unique camping experience, with almost half of the spacious sites with lake access.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Three sets of outdoor toilet facilities as well as 2 hand pumps for water are found within the camping loops.

Adjacent to the campground, though not offered in this concession package is a boat landing.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of two hand pumps placed throughout the campground area. Concession responsibility would include pre-season and monthly DEQ testing of these pumps to ensure they are potable. (Refer to Appendix F). Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service provided at this campground.

Employee Housing

No employee housing is available for concessionaire use.

Perch Lake Campground Site Boundary

The site plan and boundary is found in Appendix 2 and will become a part of the Special Use Permit. In general, the site boundary includes everything within the campground loops and the area defined in the map as "grass to be mowed".

Lake Ste. Kathryn Campground (Bid Item 3)

General Description

Lake Ste. Kathryn Campground is located in Iron County 11 miles southeast of the town of Sidnaw on the Kenton Ranger District in the eastern half of the Ottawa National Forest (See maps in Appendix 1). From Sidnaw, the larger towns of Marquette, MI and Ironwood, MI are within two hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, and 3 hours from Green Bay, WI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through October.

Recreation Site Description

Originally constructed in the 1930's and since refurbished, Lake Ste. Kathryn provides visitors with a unique camping experience, as almost half of the spacious sites have lake access. The Deer Marsh Interpretative Trail trailhead is at the campgrounds east entrance.

This campground provides 24 drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Three sets of outdoor toilet facilities as well as two hand pumps for water are found within the camping loops.

Adjacent to the campground, though not offered in this concession package is a boat landing.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of two hand pumps placed throughout the campground area. Concession responsibility would include pre-season and monthly DEQ testing of these pumps to ensure they are potable. (Refer to Appendix 10 which includes Appendix F). Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

Employee Housing

No employee housing is available for concessionaire use.

Lake Ste. Kathryn Campground Site Boundary

The site plan and boundary is found in Appendix 2 and will become a part of the Special Use Permit. In general, the site boundary includes everything within the campground loops and the area defined in the map as "grass to be mowed".

Bid Item 4 – Ontonagon Ranger District *Courtney Lake Campground (Bid Item 4)*

General Description

Courtney Lake Campground is located in Ontonagon County 8 miles east of Mass City and 23 miles east of Ontonagon, MI just off of Hwy 38 on Forest road 1960 in the eastern half of the Ottawa National Forest (See maps in Appendix 1). From Mass City, the larger towns of Marquette, MI and Ironwood, MI are within two hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, and 3 hours from Green Bay, WI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through October.

Recreation Site Description

Courtney Lake Campground consists of 21 campsites. Spacious sites can accommodate tents, trailers, and larger motorhomes, two “walk-in” sites for tent campers with a scenic view and access to the lake enhance these camping areas.

Each site offers a site number post, tent pad, wooden picnic table, fire ring, lantern post and parking spur. Two sets of outdoor toilet facilities (one next to site #5 is an accessible toilet) as well as two water faucets within the camping loop.

Adjacent to the campground, but not offered in this concessions package, is a boat landing with a set of outdoor toilets and an adjoining picnic area with a drinking water faucet, and a spacious picnic and beach area with a drinking water faucet. The 2.2 mile Circle of Life Interpretive trail with its bog viewing platform adjoins the campground with trailheads at the south side of campsite #7 and across from the second day-use parking area. One of the Ottawa’s only Equestrian Trails can also be found adjacent to the campground complex.

Courtney Lake provides visitors with excellent brook trout fishing in this 30’ deep lake. Over half of the campsites overlook the clear lake waters.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The pressurized water system consists of two faucets placed throughout the campground. Forest Service will assist the concessionaire with bringing up and the water system in the spring and closing in the fall. Concessionaire will be responsible for the pre-season and monthly water sampling and DEQ testing and for the repair and maintenance of the water system above ground. The Forest Service will assist with follow-up on bad/positive sample results. (See Appendix F for testing requirements).

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

Employee Housing

No employee housing is available for concessionaire use.

Courtney Lake Campground Site Boundary

The site plan and boundary is found in Appendix 2 and will become a part of the Special Use Permit. In general, the site boundary includes everything within the campground loops and the area defined in the map as "grass to be mowed".

Bob Lake Campground (Bid Item 4)

General Description

Bob Lake Campground is located in Houghton County north of Kenton, MI on Forest Road 1478 just off of Forest Road 1470 in the eastern half of the Ottawa National Forest (See maps in Appendix 1). From Bob Lake, the larger towns of Marquette, MI and Ironwood, MI are within two hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, and 3 hours from Green Bay, WI. The Concession includes Bob Lake Campground with 17 campsites.

Recreation Site Description

Bob Lake Campground with its 17 sites and day use areas provides visitors with a remote peaceful camping experience, with almost half of the spacious sites on the lake. This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a site number post, a tent pad, wood picnic table, fire ring, lantern post and parking spur. The camping loop contains two sets of outdoor toilet facilities, one set that includes an accessible toilet near site #1, and the other set near site #15. There is one drinking water hand pump at the campground entrance.

Adjacent to the campground, though not offered in this concession package, is a day use picnic and beach area with a set of outdoor toilets, a boat landing with an adjoining picnic area. The adjoining 1.2 mile long Beaver Lodge Interpretative Trail trailhead is at the parking area of the beach at the east end of the facility. Bob Lake is a shallow lake with depths averaging 3 to 10 feet with deepest at 17 feet. Walleye, small mouth bass, and perch are to be had for fishermen from shore or boat.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of one hand pump located at the campground entrance near site #1. The Concession will be responsible for pre-season and all monthly DEQ water testing at this pump. (Refer to Appendix F). Concessionaire will be responsible for the repair and maintenance of the water system above ground. (See Appendix F for testing requirements).

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electrical or phone service provided at this campground.

Employee Housing

No employee housing is available for concessionaire use.

Bob Lake Campground Site Boundary

The site plan and boundary is found in Appendix 2 and will become a part of the Special Use Permit. In general, the site boundary includes everything within the campground loops and the area defined in the map as “grass to be mowed”.

Bid Item 5 – Watersmeet Ranger District

Clark Lake Campground (Bid Item 5)

General Description

Clark Lake Campground is located in Gogebic County 7 miles southwest of the town of Watersmeet on the Watersmeet Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Watersmeet, the larger towns of Eagle River, WI and Iron River, MI are within a half an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 1 ½ hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through September.

Recreation Site Description

The concession includes Clark Lake Campground, consisting of four camping loops with a total of 48 campsites. Nestled in the midst of an old growth Hemlock stand, the campground is adjacent to the 18,327-acre Sylvania Wilderness. Much of the use at the campground is from wilderness visitors who use the developed site as their “home base” and venture into the wilderness on day outings.

Designed for visitors wanting more amenities than what is provided in the wilderness, this campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Water is provided at centrally located faucets, while two flush toilet facilities and one outdoor toilet facility are evenly spaced between this campground’s four loops.

Also within the Sylvania Recreation Area, although not a part of this concession, is a day use facility with showers, picnic grounds, boat landings, trail heads and a swimming beach. There is a five dollar per day facility fee charged for the use of these facilities, or a twenty dollar annual pass may be purchased as well. Users of this campground are required to pay the facility fee for the Sylvania Recreation Area in addition to the camping fee.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water and Waste Water Systems

The water system consists of a well and pressurized system. Concessionaire will be responsible for the repair and maintenance of the water and waste water system above ground, and minor repairs including plugged drains and toilets. The Forest Service will assist with bringing up the water system each spring and shutting it down in the fall. Closing dates for the water system may vary depending on weather conditions, but generally is available into early October each year. Pre-season and monthly water sampling and MDEQ testing for the hand pump and the pressurized system, in the campground, is the concessionaire's responsibility. The Forest Service will assist with follow-up on bad/positive sample results. (See Appendix F for testing requirements).

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

Electrical service supplied to the campground facility is metered separately and is the concessionaire's responsibility. Camping units 9, 15, 34 and 45 have electrical hookups. Two sites with electric hook-ups have historically been utilized by Forest Service volunteers. Compensation for this Forest Service use will be negotiated with the concessionaire.

There is no phone service at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Clark Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed sites including the area around the campground entrance sign, paved roadways, pathways, campsites, signs, tables, grills, restroom buildings, bulletin boards, and the trailer dump station. In general, the site boundary includes everything within the campground loops and the area defined in the map as "grass to be mowed".

Imp Lake Campground (Bid Item 5)

General Description

Imp Lake Campground is located in Gogebic County 6 miles southeast of the town of Watersmeet on the Watersmeet Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Watersmeet, the larger towns of Eagle River, WI and Iron River, MI are within a half an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 1 ½ hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use declines after Labor Day Weekend; however, if the weather is nice some use may continue through September.

Recreation Site Description

The Concession includes Imp Lake Campground, consisting of two camping loops with a total of 22 campsites.

Originally constructed in the 1930's and since refurbished, Imp Lake provides visitors with a unique camping experience. Lakeside sites offer a quaint view of a small island populated with nesting loons, while off lake sites are perched beside towering hemlock. Visitors are free to roam the nearby Imp Lake Interpretive Trail, canoe or fish the quiet, wake-free lake.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Three sets of outdoor toilet facilities as well as three hand pumps for water are found within the camping loops.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of two hand pumps placed throughout the campground area. Concession would include pre-season and monthly sampling and MDEQ testing of these pumps to ensure they are potable. (See Appendix F for testing requirements). Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service provided at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Imp Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed areas beginning at the campground, including paved roadways, pathways, campsites, signs, tables, grills, restroom buildings and bulletin boards. Areas to be mowed are indicated on map.

Marion Lake Campground (Bid Item 5)

General Description

Marion Lake Campground is located in Gogebic County 4 miles east of the town of Watersmeet on the Watersmeet Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Watersmeet, the larger towns of Eagle River, WI and Iron River, MI are within a half an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 1 ½ hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through September.

Recreation Site Description

The Concession includes Marion Lake Campground, consisting of three main camping loops with a total of 39 campsites, and a well-used group camping site.

Originally constructed in 1930's and then refurbished in the 1960's, Marion Lake's campsites offer tranquility and beauty not often found in other high use campgrounds. Designed to take advantage of their location, lakeside spurs provide grand views of the south and west shores, making each sunset a memorable experience. All sites are widely spaced with natural vegetation for screening, providing an excellent chance for privacy and solitude.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Five pairs of outdoor toilet facilities are spaced throughout the three camping loops, while water is provided at five centrally located hand pumps.

Also included, as part of this concession is a group camping area for large family gatherings and groups of up to 100. The group camping area includes two toilets, which are included in the concessionaire's responsibilities, and are located between the group site and the beach.

The group camping area has used an informal reservation system in the past. Under the new concessions permit the group site must be placed on the National Recreation Reservation System (NRRS).

Adjacent to this area, but not offered in the concessions package, is a sandy beach and day use area, complete with bathroom facilities and change house. Also adjacent to the campground, though not offered in this concession package, are two boat landings, which provide access to a variety of game fish.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of four hand pumps placed throughout the campground area. Concession would include pre-season and monthly sampling and MDEQ testing of these pumps

to ensure they are potable. See Appendix F for testing requirements. Water is supplied from a well via a hand pump. Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service provided at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Marion Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed areas beginning at the entrance to each loop, then into campground, including paved roadways, pathways, campsites, signs, tables, fire rings, restroom buildings and bulletin boards. Areas to be mowed are indicated on map.

Bid Item 6 – Bessemer Ranger District

Bobcat Lake Campground (Bid Item 6)

General Description

Bobcat Lake Campground is located in Gogebic County 2 miles southeast of the town of Marenisco on the Bessemer Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Marenisco, the larger towns of Eagle River, WI and Ironwood, MI are within an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 2 hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through September.

Recreation Site Description

The Concession includes Bobcat Lake Campground, consisting of one main camping loop with a total of 12 campsites. All sites are widely spaced with natural vegetation for screening, providing an excellent chance for privacy and solitude.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, lantern post and parking spur. Two vault toilet facilities are spaced throughout the camping loop, while water is provided at one centrally located hand pump.

Located near this area, but not offered in the concessions package, is a sandy beach and day use area, complete with bathroom facilities and change house. Also adjacent to the campground, though not offered in this concession package, is a boat landing, which provides access to a variety of game fish.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of one hand pump near the beginning of the campground. Concession responsibility would include pre-season and monthly sampling and MDEQ testing of these pumps to ensure they are potable. (See Appendix 10; Appendix F for testing requirements). Water is supplied from a well via a hand pump. Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Bobcat Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed areas beginning at the entrance then into campground, including gravel roadways, pathways, campsites, signs, tables, fire rings, restroom buildings and bulletin boards. Areas to be mowed are indicated on map.

Henry Lake Campground (Bid Item 6)

General Description

Henry Lake Campground is located in Gogebic County 4 miles southwest of the town of Marenisco on the Bessemer Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Marenisco, the larger towns of Eagle River, WI and Ironwood, MI are within an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 2 hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through September.

Recreation Site Description

The Concession includes Henry Lake Campground, consisting of one main camping loop with a total of 11 campsites. All sites are widely spaced with natural vegetation for screening, providing an excellent chance for privacy and solitude.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring and parking spur. Two single vault toilet facilities are located in the camping loop, while water is provided at one centrally located hand pump.

Adjacent to the campground, though not offered in this concession package, is a boat landing and an accessible toilet and fishing pier which provide access to a variety of game fish.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of one hand pump within the campground. Concession responsibility would include pre-season and monthly sampling and MDEQ testing of these pumps to ensure they are potable. (See Appendix 10: Appendix F for testing requirements). Water is supplied from a well via a hand pump. Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Henry Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed areas beginning at the entrance then into campground, including gravel roadways, pathways, campsites, signs, tables, fire rings, restroom buildings and bulletin boards. Areas to be mowed are indicated on map.

Moosehead Lake Campground (Bid Item 6)

General Description

Moosehead Lake Campground is located in Gogebic County 10 miles southeast of the town of Marenisco on the Bessemer Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Marenisco, the larger towns of Eagle River, WI and Ironwood, MI are within an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 2 hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through September.

Recreation Site Description

The Concession includes Moosehead Lake Campground, consisting of one main camping loop with a total of 13 campsites. All sites are widely spaced with natural vegetation for screening, providing an excellent chance for privacy and solitude.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring, and parking spur. Two vault toilet facilities are located in the camping loop, while water is provided at one centrally located hand pump.

Also adjacent to the campground, but not offered in the concessions package, is a boat landing which provides fishing opportunitys for a variety of game fish and a single vault toilet.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of one hand pump within the campground. Concession responsibility would include pre-season and monthly sampling and MDEQ testing of these pumps to ensure they are potable. (See Appendix 10; Appendix F for testing requirements). Water is supplied from a well via a hand pump. Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Moosehead Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed areas beginning at the entrance then into campground, including gravel roadways, pathways, campsites, signs, tables, fire rings, restroom buildings and bulletin boards. Areas to be mowed are indicated on map.

Pomeroy Lake Campground (Bid Item 6)

General Description

Pomeroy Lake Campground is located in Gogebic County 15 miles southeast of the town of Marenisco on the Bessemer Ranger District in the southern half of the Ottawa National Forest (See maps in Appendix 1). From Marenisco, the larger towns of Eagle River, WI and Ironwood,

MI are within an hours drive. In relation to larger cities, it is 3 ½ hours from Duluth, MN, 3 hours from Green Bay, WI, and 2 hours from Marquette, MI.

Use of the facility is heaviest from Memorial Day through Labor Day. Use drops off after Labor Day Weekend; however, if the weather stays nice moderate weekend use may continue through September.

Recreation Site Description

The Concession includes Pomeroy Lake Campground, consisting of one main camping loop with a total of 17 campsites. All sites are widely spaced with natural vegetation for screening, providing an excellent chance for privacy and solitude.

This campground provides drive-in sites that can accommodate tents, trailers and motor homes. Each site offers a tent pad, wood table, fire ring and parking spur. Four single vault toilet facilities are located in the camping loop, while water is provided at one centrally located hand pump.

Adjacent to the campground, though not offered in this concession package, is a boat landing, which provides access to a variety of game fish.

Operating Season

The minimum acceptable operating season is from the Friday preceding the Memorial Day Monday through Labor Day weekend.

The concessionaire may propose earlier opening and later closing dates. Specify dates of operation in the Operating Proposal.

Water Systems

The water system consists of one hand pump within the campground. Concession responsibility would include pre-season and monthly sampling and MDEQ testing of these pumps to ensure they are potable. (See Appendix 10; Appendix F for testing requirements). Water is supplied from a well via a hand pump. Concessionaire will be responsible for the repair and maintenance of the water system above ground.

Utilities

The concessionaire is responsible for trash disposal. The concessionaire would need to provide a dumpster for trash collection, or haul trash to the transfer station.

There is no electric or phone service at this campground.

Employee Housing

The Forest Service does not provide housing at this facility.

Pomeroy Lake Campground Site Boundary

The site boundary is not marked on the ground. The site plan found in Appendix 2 will become a part of the Special Use Permit. In general, the site boundary includes all developed areas beginning at the entrance then into campground, including gravel roadways, pathways, campsites, signs, tables, grills, restroom buildings and bulletin boards. Areas to be mowed are indicated on map.

Income Information

Historical gross revenue data for the campgrounds and Harbor facilities is provided on page 5 of this prospectus. Revenue was occasionally generated from the sale of firewood, but was not a significant part of the total campground receipts.

D. Government-Furnished Property

The Forest Service will provide certain property in conjunction with the concession campground special use permit. (*see* Appendix 3 of the prospectus). Included in this inventory are a description, estimates of the quantity, and the estimated replacement cost of the applicable property.

Prospectus applicants should be aware that any improvements made to or on Government recreation sites by the permittee or his/her agent become the property of the United States. Prior to each use season, a joint inventory of the recreation site and property will be made.

E. Government-Furnished Supplies

The Forest Service will not furnish any supplies for day-to-day operation of the concession. Government-furnished supplies will be limited to those necessary for programmatic consistency, which may include:

- Forms to report use and revenue.
- A copy of the Forest Service publications, "Cleaning Recreation Sites," "In-Depth Design and Maintenance Manual for Vault Toilets," and "Vault Toilet Pumping Contract Specifications and Guidelines for Preparing Contracts."
- A copy of "Recreation Opportunity Guides," which the holder may reproduce at its expense.
- Title VI signs – must be posted at all concessionaire campgrounds.
- Concessionaire Evaluation Forms

The Forest Service will provide all Civil Rights signs that are required to be posted at all federal facilities, public-information handouts for distribution to visitors (as available).

F. Utilities and Waste Management

Certain utilities and infrastructure exist for the developed recreation sites identified in this prospectus. The permit holder will be responsible for securing, managing, and paying for these utilities. Applicants should contact current service providers to obtain estimated costs for the utilities. These utilities include:

Electrical

Lake Ottawa Campground: Wisconsin Electric Company - 800-242-9137

Clark Lake Campground: Wisconsin Electric Company – 800-242-9137

Black River Harbor Campground: XCEL Energy – 800-481-4700

Telephone

There is telephone service at Black River Harbor Campground, Black River Harbor and Lake Ottawa Campgrounds. The concessionaire is responsible for providing these services at their expense, if desired. AT&T: 800-660-3000

Water

Black River Harbor, Lake Ottawa, Courtney Lake and Clark Lake Campgrounds have pressurized water systems. The US Forest Service will assist with the opening and closing of these systems each year. All other sites have hand pumps. The permit holder is required to operate and maintain the hand pump water systems for all campgrounds in compliance with applicable federal, state and local laws and regulations for the operation of public drinking water systems. The permit holder is also responsible for all applicable fees to the Michigan Department of Environmental Quality to operate public drinking water systems. In the past, fees for water testing have been approximately \$125 per well each year.

The concessionaire is responsible for all pre-season and monthly water sampling at concessioned campgrounds. Preseason testing includes a nitrite/nitrate test for each water source.

Two Public Health Departments are involved in the tracking of water samples they are:

Dickenson/Iron County Health Department for: Perch Lake, Norway Lake and Golden Lake Campgrounds. Telephone number: 906-779-7231.

Western Upper Peninsula Health Department (Michigan Dept of Community Health) for the remaining campgrounds. Telephone number: 906-487-3011

Garbage

The permit holder will be responsible for garbage removal at all sites under permit.

Liquid and Solid Waste Disposal

Black River Harbor, Lake Ottawa, and Clark Lake Campgrounds have waste water systems. The US Forest Service is responsible for maintaining waste water systems with the exception of pumping all vault toilets in campgrounds under permit and septic tanks associated with the campgrounds under permit.

II. Forest Service Concession Programs and Policies

Government-owned concessions are authorized by special use permits issued under Section 7 of the Granger-Thye (GT) Act, 16 U.S.C. 580d, and implementing regulations at 36 CFR Part 251, Subpart B.

In addition, there are certain Forest Service programs and policies that apply to campground concession. All applications must be consistent with these requirements.

A. National Recreation Reservation Service (NRRS)

The Ottawa National Forest participates in the NRRS, which provides nationwide, toll-free telephone reservations for single-family or group camping sites, rental cabins, and other recreational facilities. Visitors pay the camping fee at the time they make a reservation, and no fees are collected at the site for a reservation (although the permit holder may allow occupancy of any site in the NRSS that is unreserved and charge on-site for that use). The current NRRS contractor is ReserveAmerica, 40 South St., Ballston Spa, New York 12020. Contact information for the NRSS follows.

John Cameron
Region 8 and 9 NRRS Coordinator
Telephone: (850) 523-8589
Email: jhcomeron@fs.fed.us

Reserve America Inc.
2480 Meadowvale Boulevard, Suite 120
Mississauga, Ontario
Canada L5N 8M6
Inventory Help Desk: (877) 345-6777
Customer Service: (888) 448-1474
Email: nrrs-inventory@reserveamerica.com
Facsimile: (888) 742-5520

The NRRS is the only authorized reservation system for Forest Service developed recreation sites, including campgrounds, cabins, and group use areas. The Forest Service contract for the NRRS prohibits campground concession permit holders from using any other reservation system, establishing their own reservation system, or reserving campsites other than through the NRRS. Applicants may recommend adding sites to or deleting sites from the NRSS or changing the number of sites that may be reserved, the minimum number of days per reservation, or the location of sites that may be reserved. The permit holder also may make these recommendations during the term of the permit. The authorized officer will decide whether to accept or reject the recommendations.

Under the NRRS, the following guidelines must be followed, unless there are compelling operational reasons:

1. For each developed recreation site included in the NRRS, at least 60 percent of the units must be available for reservations. The rest of the units may be occupied on a first-come, first-served basis.

- Reservation windows vary by type of site and are as follows:

Individual campsites: from six months to three days prior to arrival date.

2. When the NRRS is utilized, the permit holder is responsible for on-site administration and will be required to:

- Obtain daily arrival reports (DARs) from the NRRS contractor each morning by establishing at least one central facsimile location, email address, or other means of obtaining and distributing DARs.
- Develop a system for posting reservations on-site so other visitors know which units are reserved.
- Post and hold reserved sites for 24 hours.
- Ensure that the party with the reservation is the party using the site.
- Resolve any disputes over the use of reserved sites by drop-in campers.
- Verify that visitors hold a Golden Age or Golden Access Passport or the National Parks and Federal Recreational Lands Pass (Federal Recreational Lands Pass) authorized under the Federal Recreation Enhancement Act (REA), 16 U.S.C. 6801-6814, before giving the discount on fees for those passes (*see* section II.B).
- Develop inventory data for sites being added to the NRRS, and update data for sites currently in the NRRS (including fees charged the public and temporary site closures). Submit data to the NRRS at least annually for data updates.
- Communicate to the NRRS any emergency closures or other relevant operational changes as they occur.
- Approve customer refunds as appropriate, and process them through the NRRS. NRRS refund policies can be found at: www.recreation.gov

Because reservations can be made up to 12 months in advance for group sites and up to 6 months in advance for family sites, the NRSS is currently accepting reservations for the 2009 operating season. Fees received by the NRSS for reservations after December 31, 2008, will be held by the Forest Service and distributed following issuance of a special use permit to the successful applicant. In the final year of the permit, fees will be held in the same manner until a new permit is issued. The permit holder will honor reservations made prior to issuance of the permit at the price in effect when the reservations were made.

B. Pass Discounts

The permit holder must provide a 50 percent discount on recreation fees charged under REA at the developed recreation sites covered by this prospectus to holders of Golden Age and Golden Access Passports, as well as holders of the Interagency Senior and Access Passes. The permit holder will not be required to offer discounts to other Interagency Pass holders and will not be required to offer free use at standard amenity recreation fee sites. Any loss of fee revenue from honoring the passes should be factored into applicants' bids.

Discounts do not have to be provided for charges for multiple-family (*i.e.*, double or triple) units, or group use areas. Pass discounts apply only to the single-family unit occupied by the pass holder. The Interagency Annual Pass does not cover expanded amenity recreation fees (such as camping fees).

All of the sites covered by this prospectus are developed sites where the 50 percent discount for passes applies.

Tribal free use passes: See Section 0 below.

C. Camp Stamps

Camp stamps must be honored at their face value and submitted to the authorized officer for reimbursement.

D. Site Closures

The Forest Service reserves the right to close all or a portion of any area in this prospectus for repair; construction; floods, snow, extreme fire danger, or other natural events; wildlife protection; or risks to public health and safety. The Forest Service shall not be liable to the permit holder for lost revenue, operating costs, or any other losses resulting from these closures. However, for fee calculation purposes, the permit shall be placed in non-use status as provided by FSH 2709.11, section 31.23.

E. Administrative Use

If the Forest Service requires the permit holder to provide a service for the agency, the permit holder will be compensated for that use. Said compensation will be negotiated between the Concessionaire and the Authorized Officer for the permit on a case-by-case basis.

F. Applicable Forest Orders

Forest Orders may be issued to address a variety of management concerns on a particular forest. Sample orders related to the offering are identified in Appendix 4. Additional applicable forest orders may be issued in the future.

G. Fee Tickets and Compilation of Use and Revenue Data

The permit holder must provide fee tickets to visitors that include at least the following information:

- The site number and total amount paid.
- The date of issuance and number of days paid for.
- If a pass is used, the pass number.
- The number of people in the group.
- The number of vehicles and their license plate numbers.

The permit holder must provide use and revenue data to the Forest Service (*see* Appendix 5 of the prospectus for a sample use report). Use reports must be completed monthly and at the end of the operating season for each developed recreation site, provided that when the holder performs GT fee offset work in lieu of paying the land use fee in cash, use reports may be submitted quarterly, rather than monthly. At a minimum, monthly and year-end use reports must include:

- The total number of units occupied based on daily counts.
- The total number of people based on daily counts.
- The percentage of occupancy by month.
- Total recreation fee revenue.
- Total fee revenue for other goods and services.
- The total number of Camp Stamps collected.
- The total number of Tribal passes used.

In addition, year-end use reports must include:

- Total fee revenue collected under the NRRS.
- Total taxes paid.
- Total gross revenue.
- Total net revenue.

H. Customer Service Comment Cards

The permit holder must provide a customer service comment card to visitors at each developed recreation site. This may be incorporated into the fee envelopes, (*see* Appendix 6 of the prospectus).

I. Performance Evaluations

At a minimum, the Forest Service will perform a year-end performance evaluation within four months of the close of the operating season (*see* Appendix 7 of the prospectus). An unsatisfactory rating may be cause for suspension or revocation of the special use permit. Sustained satisfactory performance is required for a permit extension.

J. Accessibility

The Architectural Barriers Act of 1968 (ABA) and Section 504 of the Rehabilitation Act of 1973 require new or altered facilities to be accessible, with few exceptions. In 2004, the Architectural and Transportation Barriers Compliance Board (Access Board) issued revised accessibility guidelines for buildings and facilities subject to the ABA and the Americans with Disabilities Act (ADA). These new guidelines are called the ADA/ABA Accessibility Guidelines. In 2006, the Forest Service issued the Forest Service Outdoor Recreation Accessibility Guidelines (FSORAG). The FSORAG addresses types of recreational facilities, including developed recreation sites, that are not covered by ADA/ABA Accessibility Guidelines.

Any Government maintenance, reconditioning, renovation, or improvement (*see* section III.C) must meet ADA/ABA Accessibility Guidelines, where applicable, as well as the FSORAG.

The FSORAG and the ADA/ABA Accessibility Guidelines are posted on the Forest Service's website at <http://www.fs.fed.us/recreation/programs/accessibility>. Questions regarding ADA/ABA Accessibility Guidelines may be referred to the Access Board at www.access-board.gov. Questions regarding the FSORAG may be referred to the accessibility coordinator for the local National Forest.

The permit holder is responsible for ensuring effective communication with visitors with disabilities, including persons with impaired vision or hearing, so that all visitors may obtain information on accessible services, activities, and facilities.

K. Camping Unit Capacity

Number of Vehicles per Camping Unit

A single-family camping unit may accommodate one vehicle. A "vehicle" is defined as any motorized conveyance, except that for purposes of vehicular capacity, two motorcycles are considered one vehicle. Additional vehicles may be allowed at a camping unit, if the camping unit can safely accommodate them. When extra vehicles are allowed, an extra fee of up to 50 percent of the camping unit fee may be charged for each extra vehicle. If an extra vehicle exceeds the camping unit capacity (i.e., the extra vehicle causes a safety hazard or resource damage), the customer may be required to pay for an additional camping unit or park in an overflow parking area, if available. One towed vehicle per single camping unit will be allowed for no extra charge if it can be parked completely on the surfaced area and does not create a safety hazard. Examples of towed vehicles include a boat trailer or a car towed by a motor home.

Group Site: Marion Lake Group Site, which is a part of this concessions package, can accommodate up to 100 people and has adequate parking for 15-20 vehicles at the site.

L. Stay Limit

Campers at overnight sites will be limited to a 14-day stay limit. Campers must remove equipment and vacate the campground for at least 24 hours before returning for another 14 day stay.

M. Fees Charged to the Public

The permit holder may charge the public fees only to the extent that the Forest Service can charge recreation fees under REA. All recreation fees must be specified per developed recreation site. The holder must honor the proposed pricing through the first full operating season. Thereafter, the holder may propose price adjustments with justification.

Permit holders may not charge for any of the following:

- Solely for parking, undesignated parking, or picnicking along roads or trailsides.
- General access, unless specifically authorized by REA.

- Dispersed areas with low or no investment, unless specifically authorized by REA.
- Persons who are driving through, walking through, boating through, horseback riding through, or hiking through NFS lands without using the recreational facilities and services for which a fee is charged.
- Camping at undeveloped sites that do not provide the minimum number of facilities and services prescribed by REA.
- Use of overlooks or scenic pullouts.
- Travel by private, noncommercial vehicle over any national parkway or any road or highway in the Federal-aid System that is commonly used by the public as a means of travel between two places, either or both of which are outside an area in which recreation fees are charged.
- Travel by private, noncommercial vehicle, boat, or aircraft over any road, highway, waterway, or airway to any land in which the person traveling has a property right, if the land is in an area in which recreation fees are charged.
- Any person who has a right of access for hunting or fishing privileges under a specific provision of law or treaty.
- Any person who is engaged in the conduct of official federal, state, tribal, or local government business.
- Special attention or extra services necessary to meet the needs of the disabled.

N. Law Enforcement

Forest Service Manual (FSM) 2342.1, Exhibit 01, addresses the law enforcement authorities and responsibilities of concessionaires, state and local law enforcement agencies, and the Forest Service at concession campgrounds. In general, issues involving damage to government property and/or natural resources will be handled by Forest Service Law Enforcement personnel. Violation of rules of use or non-payment of fees will be handled by local or State law enforcement agencies. The concessionaire is responsible for developing a response plan with the local /State law enforcement agencies. *See* Appendix 8 of the prospectus.

O. Other Pertinent Information

Tribal Free Use Passes

The FS has two Memorandum of Understanding (MOUs) with certain Tribal Governments regarding Tribal-U.S.D.A. Forest Service Relations on National Forest Lands within the territories ceded in the Treaties of 1836, 1837 and 1842. As part of these MOUs, fees have been waived at certain FS campgrounds for Tribal Member use while exercising reserved Treaty Rights.

The campgrounds advertised in this prospectus are included in the MOU. Potential permit holders need to be aware of this use and factor it into their bid accordingly.

The parties to the MOUs include: Bad River Band of Lake Superior Tribe of Chippewa Indians; Lac Du Flambeau Band of Lake Superior Chippewa Indians; Lac Courte Oreilles Band of Lake Superior Chippewa Indians; St. Croix Chippewa Indians of Wisconsin; Sokagon Chippewa Community of the Mole Lake Band; Red Cliff Band of Lake Superior Chippewa Indians; Mille Lacs Band of Chippewa Indians; Bay Mills Indian Community; Keweenaw Bay Indian Community; and Lac Vieux Desert Band of Lake Superior Chippewa Indians

Free tribal use passes are issued by the Tribes per agreement with the Forest Service only for Tribal members pursuing MOU recognized existing reserved treaty rights such as hunting, fishing and gathering. Free tribal use passes will not be issued for general recreation activities. Length of stay at some campgrounds is limited to 14 days, at other campgrounds this limit has been waived, as governed by the MOUs. See following table for more information.

Ottawa National Forest

Campground / Facility	Fee Exempt	Length-of-Stay Limits	Closed or Out of Service in Fall, Winter, Spring	Concession Operation	Reservations
Black River Harbor	Yes	14	Closed	Yes	No
Black River Harbor Docks	Yes	14	Out of Service	Yes	No
Bob Lake	Yes	Waived	Out of Service	Yes	No
Bobcat Lake	Yes	Waived	Out of Service	Yes	No
Clark Lake/Sylvania CG	Yes	14	Closed	Yes	No
Courtney Lake	Yes	Waived	Closed	Yes	No
Golden Lake	Yes	Waived	Closed	Yes	No
Henry Lake	Yes	Waived	Out of Service	Yes	No
Imp Lake	Yes	14 (6/15-8/15)	Closed (1 loop)	Yes	No
Lake Ottawa	Yes	14	Closed	Yes	No
Lake Ste. Kathryn	Yes	Waived	Out of Service	Yes	No
Marion Lake	Yes	14 (6/15-8/15)	Closed (1 Loop)	Yes	No
Moosehead	Yes	Waived	Out of Service	Yes	No
Norway Lake	Yes	Waived	Out of Service	Yes	No
Perch Lake	Yes	Waived	Out of Service	Yes	No
Pomeroy Lake	Yes	Waived	Out of Service	Yes	No

While there are numerous Tribes that are signatories to the MOUs, past history has shown that tribal fee waivers are exercised primarily by the Tribes that reside in the local vicinity of any given campground. The tribes in closest proximity to the campgrounds in this prospectus are the Lac Vieux Desert Band of Lake Superior Chippewa.

The concessionaire is required to honor free tribal use passes at all campgrounds. The following table displays the total number of nights that sites were occupied using free tribal use passes. The concessionaire will be required to accept tribal fee use passes under the new special use permit.

Tribal Fee Waiver Nights – All Bid Items

Tribal Fee Use Pass Nights – Ottawa National Forest

<i>Campground</i>	<i>2005</i>	<i>2006</i>	<i>2007</i>
Imp Lake	99	261	218
Marion Lake	81	183	215
Golden lake	0	2	15
Perch Lake	0	9	7
Ste. Kathryn	27	34	44
Norway Lake	25	3	26
Bob Lake	31	40	42
Courtney Lake	13	34	40
Black River Har.	0	24	3
Lake Ottawa	0	0	0
Clark Lake	0	0	0
Bobcat Lake	0	0	0
Henry Lake	0	0	0
Moosehead Lake	0	0	0
Pomeroy Lake	0	0	0
Blk R.Har Docks	Unknown	Unknown	Unknown

The Forest Service recognizes that there is uncertainty regarding the number of free tribal use passes that may be used and lost revenue to the concessionaire. In response to that concern the Special Use Permit will include the following clauses:

1. **Removal of Recreation Sites Based on Annual Gross Revenue.** The authorized officer shall grant the holder’s request to remove a recreation site from the concession when the total value of free tribal use at that site pursuant to the memoranda of understanding between the Forest Service and certain Tribes dated June 1999 and May 2006, exceeds 5 percent of the total gross revenue for that site in the prior year, provided that the request is submitted in writing within 30 days of the end of the holder’s operating season and is accompanied by documentation of the total value of free tribal use at the site.
2. **Removal of Recreation Sites Based on Monthly Gross Revenue.** For the first operating season only, the authorized officer shall grant the holder’s request to remove a recreation site from the concession when the total value of free tribal use at that site pursuant to the memoranda of understanding between the Forest Service and certain Tribes dated June 1999 and May 2006, exceeds 10 percent of the total gross revenue for that site in a given month, provided that the request is submitted in writing and is accompanied by documentation of the total value of free tribal use at the site.

Additionally, concessionaires will be required to document the number of free tribal use passes and the number of days each permit is used by Tribal Members, and report this use monthly and at the close of the season to the Forest Service.

There is no provision for Tribal members to use free tribal use passes when reserving sites through the National Reservation System. These sites would be available on a first come first served basis for tribal members desiring free use, only if they have not been reserved through the National Reservation System.

Hazard Tree Removal

The permit holder will have to conduct pre-season inspection of the campgrounds to identify existing and potential hazards, including removal of hazard trees. The permit holder also will be responsible for monitoring and identifying hazard trees during the operating season. After securing written approval from the authorized officer, the permit holder's financial responsibility for removing hazard trees and associated slash will not exceed 1 % of the gross revenue for a Bid Item in any given year. The annual operating plan will address appropriate disposal of hazard trees and slash. Hazard tree removal costs which exceed 1% may be considered as a part of the annual Granger-Thye (G-T) Offset Agreement. Documentation of the cost of hazard tree removal must be provided to be considered part of the G-T Offset Agreement. The Forest Service MAY be available to assist with hazard tree removal when costs exceed the 1% level.

If the Concessionaire wishes to sell firewood produced from hazard trees cut on National Forest System lands, they will need to obtain the appropriate permit(s) / authorizations in advance.

Butane and Propane Installations

For safety and regulatory reasons, the permit holder is not allowed to install or store bulk butane or propane.

III. Special Use Permit

In exercising the rights and privileges granted by the special use permit, the permit holder must comply with all present and future federal laws and regulations and all present and future state, county, and municipal laws, regulations, and other legal requirements that apply to the permit area, to the extent they do not conflict with federal law, regulation, or policy. The Forest Service assumes no responsibility for enforcing laws, regulations, and other legal requirements that fall under the jurisdiction of other governmental entities.

A. Permit Term

The permit term will be for up to 5 years, with an option to extend the term for up to an additional 5 years at the sole discretion of the authorized officer. The decision to extend the term will depend, in part, on sustained satisfactory performance of the permit holder. Upon expiration of the permit, continuation of the permitted activity will be at the sole discretion of the authorized officer and will be subject to a competitive offering. A new prospectus will be issued during the final year of the permit term.

If the decision to select a permit holder is appealed, a permit will not be issued until the appeal has been resolved, unless operation is needed during the appeal, in which case a permit with a term of one year or less may be issued.

B. Permit Holder Responsibilities

This section highlights the requirements of the special use permit, which is contained in Appendix 10 of the prospectus. Applicants are responsible for familiarizing themselves with all permit requirements that govern the operation covered by this prospectus.

Responsibility for Day-to-Day Activities

As a general rule, the holder will be required to conduct the day-to-day activities authorized by the permit. Some, but not all, of these activities may be conducted by someone other than the permit holder, but only with the prior written approval of the authorized officer. The permit holder will continue to be responsible for compliance with all the terms of the permit.

Permit Holder-Furnished Supplies and Equipment

The permit holder will be required to provide all vehicles, equipment, and supplies necessary to operate the authorized developed recreation sites in accordance with the special use permit. Including, appropriate signing at the fee station advising visitors when the campground is being operated at reduced services. Signage should clearly explain whether or not a fee is required during those periods of reduced service.

Holder-Furnished Vehicles

The permit holder may not use all-terrain vehicles or motorcycles in the campgrounds. The holder may propose use of golf carts or other similar vehicles to facilitate daily maintenance of the facilities. If authorized, carts must stay on designated roads or trails while driving between sites or loops.

Holder Maintenance, Reconditioning, or Renovation (MRR)

Maintenance, reconditioning, and renovation are defined in the permit (FS-2700-4h, clause IV.E.1(a), (c)). Holder MRR is defined as maintenance, reconditioning, or renovation that neither materially adds to the value of the property nor appreciably prolongs its life. The work serves only to keep the facility in an ordinary, efficient operating condition. From an accounting or tax perspective, it is work that may be expensed, but not capitalized. In fulfilling these responsibilities, the holder must obtain any licenses and certified inspections required by regulatory agencies and follow state and local laws, regulations, and ordinances and industry standards or codes applicable to the permitted operation (FS-2700-4h, clause IV.E.1(d)). The permit holder, at its expense, will be required to perform holder MRR under a holder MRR plan (FS-2700-4h, clause II.D). The holder MRR plan will describe required holder MRR and its frequency. The holder MRR plan will become part of the permit holder's annual operating plan.

C. Granger-Thye Fee Offset Agreement

The federal government owns all the improvements at the developed recreation sites covered by this prospectus. Under Section 7 of the Granger-Thye (GT) Act and the terms of the permit, the permit fee may be offset in whole or in part by the value of Government maintenance, reconditioning, renovation, and improvement (MRRI) performed at the permit holder's expense. Government MRRI is defined as maintenance, reconditioning, renovation, or improvement that arrests deterioration, improves and upgrades facilities, and appreciably prolongs the life of the property. Government maintenance, reconditioning, renovation or improvement, whether performed by the holder or the Forest Service, shall be performed at the sole discretion of the authorized officer. See Appendix 14 of the prospectus and FS-2700-4h, clause IV.E.

All Government MRRI shall be enumerated in an annual GT fee offset agreement signed by the holder and the Forest Service in advance of the operating season (*see* Appendix 11 of the prospectus and FS-2700-4h, Appendix B). Alternatively, a multi-year fee GT fee offset agreement can be prepared for consolidated fee payments. A list of sample Government MRRI projects is included in Appendix 12 of the prospectus.

Either the holder or the Forest Service may perform GT fee offset work. This determination will be made annually. When the holder performs GT fee offset work, if it includes construction that costs more than \$2,000, it is subject to the Davis-Bacon Act and the fee offset agreement must contain Davis-Bacon Act wage provisions. Additionally, indirect costs may be offset provided the holder submits either a currently approved indirect cost rate or accounting procedures and supporting documentation to determine an indirect cost rate (*see* Appendix 13 of the prospectus).

The holder's claims for GT fee offset must be documented using the FS-2700-4h, Appendix G, Granger-Thye Fee Offset Certification Form (*see* Appendix 14 of the prospectus). This form requires the holder to itemize allowable costs incurred for an approved GT fee offset project and to certify the accuracy and completeness of claims.

When the Forest Service performs GT fee offset work, the holder will deposit fee payments into a CWFS account. The Forest Service will perform GT fee offset work under a collection agreement and offset those costs against the permit holder's annual permit fee (*see* FS-2700-4h, clause IV.E.3, and Appendix 15 of the prospectus). The Forest Service's indirect costs may be offset at the agency's approved rate. The Forest Service and the holder will agree on the work to be performed in advance of each operating season.

D. Insurance

Liability Insurance

The successful applicant must have liability insurance covering losses associated with the use and occupancy authorized by the permit arising from personal injury or death and third-party property damage in the minimum amount of \$100,000 for injury or death to one person per occurrence; \$300,000 for injury or death to more than one person per occurrence. And \$100,000 for third-party property damage per occurrence, or in the minimum amount of \$300,000 as a combined single limit per occurrence. Insurance policies must name the United States as an additional insured (*see* Appendix 10 of the prospectus and FS-2400-4h, clause III.I).

Property Insurance

Property insurance will be required for federal property under permit, including, but not limited to toilet/sanitary buildings and other Government-Furnished Property (Appendix 3), in the amount of \$50,000 for replacement in kind or functional replacement of the insured property.

IV. Application

A. Instructions for Submitting Applications

Applicants must submit a written application for all developed recreation sites offered in this prospectus. The applicant may submit a proposal for one or more, or all of the Bid Items.

Applicants are strongly encouraged to visit the sites at least once before submitting an application (*see* Appendices 1 and 2, vicinity and area maps and maps of developed recreation sites).

The information in this prospectus is from generally reliable sources, but no warranty is made as to its accuracy. Each applicant is expected to make an independent assessment of the business opportunity offered in this prospectus.

All applications must be submitted to Ottawa National Forest, Forest Supervisor's Office, Attention: Bill Baer, Recreation Program Manager, E6248 US Hwy 2 Ironwood, Michigan 49938. Applications must be received by close of business (4:30 p.m.) on **February 27, 2009**.

Applicants must submit four copies of their application package and supporting documents.

Please ensure that all requested information is submitted. Missing or incomplete information will result in a lower rating for the corresponding evaluation criteria.

Applications must be signed. The person signing for an entity must have authority to sign for that entity. Applicants must include their address, telephone number, facsimile number, and email address.

Corporations also must include:

- Evidence of incorporation and good standing.
- If reasonably obtainable, the name and address of each shareholder owning 3 percent or more of the corporation's shares and the number and percentage of any class of voting shares that each shareholder is authorized to vote.
- The name and address of each affiliate of the corporation.
- If an affiliate is controlled by the corporation, the number of shares and the percentage of any class of voting stock of the affiliate owned, directly or indirectly, by the corporation.
- If an affiliate controls the corporation, the number of shares and the percentage of any class of voting stock of the corporation owned, directly or indirectly, by the affiliate.

Partnerships, limited liability companies (LLCs), associations, or other unincorporated entities must submit a certified copy of the partnership agreement or other documentation establishing the entity or a certificate of good standing under the laws of the state where the entity is located.

Applicants should contact Bill Baer, Recreation Program Manager at 906-932-1330 Ext 342, wbaer@fs.fed.us regarding any questions related to this prospectus.

B. General Terms, Qualifications, and Reservations

All applicants have an equal opportunity to apply. Except for members of Congress, Resident Commissioners, and current Forest Service employees, any individual or entity may apply.

The Forest Service does not guarantee a profitable operation. Rather, applicants are responsible for reviewing the prospectus and making their own determination concerning business viability.

The Forest Service will select the application that offers the best value to the Government. The Forest Service reserves the right to select the successful applicant based on a trade-off between the fee to the Government and technical merit.

The Forest Service is not obligated to accept the application with the highest return to the Government.

The Forest Service reserves the right to select the successful applicant based solely on the initial application, without oral or written discussions.

The Forest Service reserves the right to reject any or all applications and to rescind the prospectus at any time before a special use permit is issued.

Any oral statement made by a representative of the Forest Service shall not modify the requirements of this prospectus. If it is determined that an error or omission has been made or additional information is required, a written amendment will be sent to each person or entity receiving a copy of this prospectus.

If there is a conflict between the terms of the prospectus and the special use permit, the terms of the permit will control.

The information contained in applications will be kept confidential to the extent permitted under the Freedom of Information Act (5 U.S.C. 552) and the Privacy Act (5 U.S.C. 552a).

C. Application Package Requirements

Applications must be in writing and must include or address the following:

- A proposed annual operating plan (including required and optional services).
- A business plan, business experience, references, and Small Business Development Center (SBDC) review fee, if applicable (*see* section IV.C.2).
- Financial resources.
- Fees charged to the public.
- Fee to the government.
- Initial Processing Fee

1. Proposed Annual Operating Plan (Including Required and Optional Services)

Applicants must submit a proposed annual operating plan that addresses all required and optional services. Applicants **must utilize** the sample annual operating plan (*see* Appendix 9 of the prospectus) to organize their response to this section. The successful applicant's proposed operating plan will be attached to and become a part of the special use permit.

Applicants must specify whether another party will assist with any of the operational aspects of the concession, and if so, must include the other party's name, address, telephone number, email address, and relevant experience.

Below are highlights of what needs to be addressed in the proposed annual operating plan. For more detail, see the sample annual operating plan in Appendix 9 of the prospectus.

Operating Season

Applicants need to propose the period in which they will operate the sites listed in the prospectus. All sites must be open and operational seven days per week during the minimum operating season, unless a Forest Service closure order is in effect. The minimum operating season is from the Friday preceding Memorial Day through the Labor Day weekend.

Staffing

Applicants must address appropriate staffing for each Bid Item in order to meet customer service and cleanliness standards. Appropriate staffing would include one full-time Host per Bid Item at a minimum, with the exception of Bid Item 5 where a full-time Host would be required at both Clark Lake and Marion Lake Campgrounds, at a minimum. The holder will be responsible for furnishing all personnel for the developed recreation sites and for adequately training and supervising their activities under the terms of the permit. The holder must meet requirements of federal and state laws governing employment, wages, and worker safety. Applicants should address worker hours and schedules. Applicants also should address staff training for effective customer service, conflict resolution, area-specific emergency procedures, and dissemination of recreation and tourism information.

Supervision and Management

Applicants must designate an individual to serve as the agent of the holder for purposes of administration of the permit by the Forest Service. The designated agent must periodically review attendant performance on-site and must be available to resolve repair needs within 24 hours of discovery or notification. The holder will be responsible for the conduct of its employees, including preventing conduct prohibited by 36 CFR part 261, Subpart A, and ensuring that employees are not under the influence of intoxicating beverages or narcotic drugs while on duty or representing the holder. Applicants also must include a policy for removing employees who engage in inappropriate conduct.

Uniforms and Vehicle Identification

Applicants should describe employee uniforms, insignia, name tags, and the applicants' policy for ensuring a clean, professional appearance by staff while on duty. The holder's employees may not wear any component of the Forest Service uniform. Additionally, applicants should address their policy for vehicle maintenance and appearance; types of vehicles to be used for operations (vehicles may not be driven off designated roads or trails); and signage to identify the concessionaire to the public.

2. Business Plan, Business Experience, and References

Applicants must submit a business plan utilizing the format in Appendix 16 of the prospectus. This part of the application package must be a separate document. The business plan provides a thorough analysis of an applicant's vision of the proposed business. A good business plan is essential for running a successful business, maintaining and improving the business, and raising needed capital.

Applicants must furnish a detailed description of their experience relating to operating and maintaining developed recreation sites (e.g., campgrounds, beaches, and marinas). The description must include experience in private business, public service, or any nonprofit or other related enterprises. Applicants are encouraged to contact their local SBDC if they need assistance in completing their business plans. Alternatively, applicants who have already received a review of their business plan from an SBDC or the Forest Service for the current fiscal year may submit a copy of the review report.

Performance Evaluations

Applicants who have experience in managing Forest Service or other Government concessions must provide copies of the most recent annual written performance evaluations for each Forest Service or other concession the applicants have operated or are operating.

References

Applicants also must furnish three business references with names, addresses, telephone numbers, and email addresses in support of relevant business experience. These references will be contacted for information regarding applicants' past performance. In addition, the Forest Service may consider past performance information from other sources.

3. Financial Resources

Applicants must submit a complete set of all financial statements for the last three fiscal years that have been audited, reviewed, or compiled by a certified public accountant (CPA). For any financial statements that were only compiled by a CPA, applicants must complete FS-6500-24, Financial Statement (see Appendix 17 of the prospectus) for certification of the accuracy of the financial statements.

Applicants must complete FS-6500-24 for any of the last three fiscal years they were in business for which a financial statement was not audited, reviewed, or compiled by a CPA. An applicant who has had a financial ability determination (FAD) conducted within the past year should include a statement to that effect along with the forest name, contact name and telephone number. Additionally, applicants must identify any pending applications or new permits obtained from the Forest Service since the FAD was completed.

In completing FS-6500-24, LLCs must list the name of the company in block 1, the names and interests of the principals in block 5, and their members should be listed in block 6. In addition, LLCs must complete the certification in Part (D)(1) of FS-6500-24.

An applicant who has not been in business for the last three fiscal years, and therefore cannot submit audited, reviewed, or compiled financial statements or an FS-6500-24, must submit three fiscal years of projected financial statements compiled by a CPA using the forecast method.

Any financial information submitted by applicants must conform to generally accepted accounting principles (GAAP) or other comprehensive bases of accounting. Any previously prepared financial documents that are submitted must be unredacted and in their original form, including footnotes.

Applicants must show at least 25 percent of the first year's operating costs in liquid assets. Liquid assets are assets that are readily converted into cash.

Applicants also must complete blocks 1 through 5 of form FS-6500-25, Request for Verification (see Appendix 18 of the prospectus) and submit the signed and dated form with the application. The Forest Service will forward the FS-6500-25 for the most qualified applicant to the Albuquerque Service Center for processing. The auditor assigned to conduct the FAD will send a copy to each financial institution with which the applicant does business. The financial institutions must complete blocks 6 through 15 of the form and mail the completed form back to the assigned auditor at the Albuquerque Service Center.

4. Fees Charged to the Public

Applicants must provide a list of all fees they propose to charge to the public for the first three years of operation, including fees for required and optional services (see Appendix 9, Sample Annual Operating Plan, for a list of required and optional services). Discuss any variable pricing, discounts, and passes. All proposed fees to be charged to the public also must be included in the business plan as an income item.

The Forest Service reserves the right to regulate the rates charged to the public.

5. Fee to the Government

The Government is obligated to obtain fair market value for the use of its land and improvements. The minimum fees for Bid Items are given in the tables that follow. The minimum fee is the concession's average gross revenue for the past three years multiplied by the current 30-year Treasury bond rate, currently (January 5, 2009) at 4.5 percent and then discounted by 2.5 percent to reflect the added business risk of potential revenue lost in providing free tribal use. The minimum fee will be adjusted at the end of the first five years of the permit term if the permit is extended for five years.

Applicants may propose a fee below the minimum, provided they can document why this amount represents fair market value. However, the Forest Service may reject the proposed fee if the agency determines that it does not reflect fair market value.

Applicants must propose the fee to the Government as a percentage of the concession's adjusted gross revenue. One percentage may be proposed for the entire permit term, or the percentage may vary each year. However, if a consolidated fee payment will be proposed, one percentage rate must be proposed for the entire period of consolidated payments.

The proposed fee to the Government also must be included in the business plan as an expense item in the cash flow projections.

The fee to the Government may be offset in whole or in part by the value of Government MRRI, performed at the permit holder's expense in accordance with a GT fee offset agreement (see section III of the prospectus).

ITEM 1							
Recreation Site	Permit Years Available (+ possible 5 yr extension)	Tribal - FS MOU Applies	2005 Gross Revenue	2006 Gross Revenue	2007 Gross Revenue	THREE YEAR AVERAGE Gross Revenue	Minimum Fee to the Government The 30-year treasury bond rate of 4.5 percent discounted by 2.5% as of 12/01/2008
Black River Harbor CG	2009 - 2013 (5 years) (may ext to 2018)	Yes	\$12,808	\$11,559	\$10,804	\$11,724	\$234.48
			HARBOR REVENUE	REVENUE	YEARS		
			2006	2007	2008		
	2009-2013 (5 Years) (may ext to 2018)	Yes	\$28,382	\$27,558	\$24,992		\$539.54
			\$41,190	\$39,117	\$35,796		\$774.02

ITEM 2							
Recreation Site	Permit Years Available (+ possible 5 yr extension)	Tribal - FS MOU Applies	2005 Gross Revenue	2006 Gross Revenue	2007 Gross Revenue	THREE YEAR AVERAGE Gross Revenue	Minimum Fee to the Government The 30-year treasury bond rate of 4.5 percent discounted by 2.5% as of 12/01/2008
Lake Ottawa	2009 - 2013 (5 years) (may ext 2018)	Yes	\$16,092	\$12,052	\$16,018	\$14,721	\$294.42
Golden Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$4,815	\$3,650	\$3,905		\$82.46
TOTALS			\$20,907	\$15,702	\$19,923		\$376.88

ITEM 3

Recreation Site	Permit Years Available (+ possible 5 yr extension)	Tribal - FS MOU Applies	2005 Gross Revenue	2006 Gross Revenue	2007 Gross Revenue	THREE YEAR AVERAGE Gross Revenue	Minimum Fee to the Government The 30-year treasury bond rate of 4.5 percent discounted by 2.5% as of 12/01/2008
Norway Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$7410	\$4360	\$5600		\$115.80
Perch Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$5805	\$4865	\$7478		\$120.98
Lake Ste. Kathryn	2009 - 2013 (5 years) (may ext 2018)	Yes	\$4649	\$2815	\$3810		\$75.16
			\$17,864	\$12,040	\$16,888		\$311.94

ITEM 4

Recreation Site	Permit Years Available (+ possible 5 yr extension)	Tribal - FS MOU Applies	2005 Gross Revenue	2006 Gross Revenue	2007 Gross Revenue	THREE YEAR AVERAGE Gross Revenue	Minimum Fee to the Government The 30-year treasury bond rate of 4.5 percent discounted by 2.5% as of 12/01/2008
Courtney Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$3505	\$2775	\$2555		\$58.90
Bob Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$4534	\$3430	\$3215		\$74.52
			\$8039	\$6205	\$5770		\$133.42

ITEM 5							
Recreation Site	Permit Years Available (+ possible 5 yr extension)	Tribal - FS MOU Applies	2005 Gross Revenue	2006 Gross Revenue	2007 Gross Revenue	THREE YEAR AVERAGE Gross Revenue	Minimum Fee to the Government The 30-year treasury bond rate of 4.5 percent discounted by 2.5% as of 12/01/2008
Clark Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$22,172	\$19,889	\$23,458		\$436.80
Marion Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$14,630	\$10,867	\$12,381		\$252.52
Imp Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$6147	\$3595	\$4349		\$93.94
			\$42,949	\$34,351	\$40,188	\$38,763	\$783.26

ITEM 6							
Recreation Site	Permit Years Available (+ possible 5 yr extension)	Tribal - FS MOU Applies	2005 Gross Revenue	2006 Gross Revenue	2007 Gross Revenue	THREE YEAR AVERAGE Gross Revenue	Minimum Fee to the Government The 30-year treasury bond rate of 4.5 percent discounted by 2.5% as of 12/01/2008
Bobcat Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$3713	\$2680	\$2157		\$57.00
Henry Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$2535	\$1500	\$1250	\$1762	\$35.24
Moosehead Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$2894	\$2256	\$1998	\$2383	\$47.66
Pomeroy Lake	2009 - 2013 (5 years) (may ext 2018)	Yes	\$3719	\$2602	\$2147	\$2823	\$56.46
TOTALS			\$12,861	\$9038	\$7552	\$9818	\$196.36

6. Application Fee

Cost Recovery

Applications submitted in response to this prospectus are subject to cost recovery pursuant to 36 CFR 251.58(c)(1)(ii) and (c)(3)(iii). Applicants must submit a processing fee of \$100.00 to cover the cost of the prospectus and review of the application. Payments due the United States for this application must be paid in the form of a bank draft, money order, or cashier's check payable to the USDA-Forest Service. Payments will be credited on the date received by the designated Forest Service collection officer or deposit location. Additionally, the selected applicant will be responsible for the costs of preparing and issuing the permit and conducting a FAD, unless the Forest Service has conducted a FAD for the applicant within the past year. If a FAD has been completed for the applicant within the last 12 months, the applicant will be responsible for the cost of adjusting it to reflect any change this selection will have on the applicant's financial ability.

D. Evaluation of Applications

A Forest Service evaluation panel will evaluate each application utilizing the non-fixed weight method.

The following evaluation criteria are listed in descending order of importance:

- Proposed annual operating plan (including required and optional services).
- Business plan, business experience, and references.
- Fees charged to the public.
- Fee to the Government.
- Financial resources.

The Forest Service will consider only the applicant's written application package and any past performance information obtained by the Forest Service. During the evaluation process, the evaluation panel may contact any references, including all federal, state, and local entities that have had a business relationship with the applicant. The evaluation panel also may consider past performance information from other sources.

The evaluation panel will make a recommendation to the authorized officer as to which applicant offers the best value to the Government. The authorized officer will make the selection decision. All applicants will be notified of the successful applicant via certified mail.

The Forest Service will conduct a FAD on the selected applicant as a prerequisite to issuing a special use permit, unless the agency has a current fiscal year FAD conducted by the Albuquerque Service Center or SBDC for another Forest Service unit.

The Forest Service reserves the right to reject any and all applications.

The Forest Service reserves the right to rescind the prospectus at any time before a special use permit is issued. If the Forest Service rescinds the prospectus, application fees will be returned.

V. Post-Selection Requirements

Once an applicant has been selected, the following information must be submitted and approved by the Forest Service prior to issuance of a special use permit:

- A final annual operating plan containing all the items included in the annual operating plan submitted in response to the prospectus.
- An annual GT fee offset agreement.
- Documentation of required liability insurance and, if applicable, property insurance.
- Documentation of bonding, if applicable.
- Required deposits and advance payments (*see* Appendix 10 of the prospectus and FS-2700-4h, clause IV.C.1).
- Documentation that utility services have been obtained in the name of the selected applicant.
- A state business license and any other required federal, state, or local certifications or licenses.

The successful applicant will be required to submit all these items within 30 days of the date of the selection letter. If these requirements are not met within the 30-day period, a special use permit will not be issued. The applicant who receives the next-highest rating may then be selected for the special use permit, subject to the same requirements.