
File Code: 2720
Date: April 28, 2022

Dear Prospective Applicant:

The Mt. Hood National Forest is soliciting proposals from interested parties for a campground concession special use permit (SUP) to provide high-quality public service in the operation and maintenance of government-owned recreation facilities. The new SUP will replace the current concession permit which expires December 31, 2022.

One permit will be issued for government-owned recreation facilities located on the Zigzag, Hood River, Clackamas River, and Barlow Ranger Districts of the Mt. Hood National Forest. The term of the permit will be for a term *up to 10 years*, with an option to extend the term for up to an additional 5 years at the sole discretion of the authorized officer. The Forest will likely complete the application evaluation and make a selection in fall or winter of 2022, with the intention of the successful applicant beginning operations in January 2023.

All prospective applicants are advised to read the prospectus carefully. All applicants must submit a written application that must include the information listed under section **IV Application**. Applicants must submit one (1) complete **hard copy** and one (1) **electronic copy** on a flash drive of their application package and supporting documents. Applicants must also submit one (1) additional hard copy of their business plan for review by a Small Business Development Center for a total of two (2) hard copy business plans. Applications must be in sealed envelopes and signed by an authorizing officer of the organization or individual submitting the application. Applications must be received by close of business (4:30 p.m. MDT) on **Saturday, July 30, 2022**. Please mail completed proposals to:

Mt. Hood National Forest
Attention: Claire Fernandes
6780 Highway 35
Parkdale, OR 97041

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 the processing fee (**\$500**) required by the prospectus to cover costs of the application package review. Payments due to the United States for this application must be paid in the form of bank draft, money order, or cashier's check payable to the *USDA-Forest Service*. Separate payment (**\$250**) for the business plan review should be made out to *Oregon SBDC* and be in the form of a money order or cashier's check. Payments must be enclosed in the application package.

The selected applicant may be responsible for the costs of preparing and issuing the permit and will be required to undergo a Financial Ability Determination (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 may have on the applicant's financial ability.

The prospectus is available electronically on the Forest website at:
<https://www.fs.usda.gov/mthood> and at www.beta.sam.gov.

For specific questions regarding information contained in the prospectus, please contact Claire Fernandes, East Zone Recreation Manager at Claire.fernandes@usda.gov.

Site visits will be scheduled for the week of June 20th – 24th, 2022. The site visit will take place over 3 days within that week. Please RSVP to Claire Fernandes at claire.fernandes@usda.gov by May 31, 2022.

Thank you for your interest in the Mt. Hood National Forest.

Sincerely,

Meta Loftsgaarden
Forest Supervisor