

PROSPECTUS

**An Opportunity for
Commercial Guiding
in
Red Rock Canyon
National Conservation Area
For
Off-Road tours and/or
Hiking and/or
Horseback Riding and/or
Yoga/Fitness and/or Artistic Tours**

Offered by:

**Bureau of Land Management
Red Rock/Sloan Field Office
HCR 33 Box 5500
Las Vegas, NV 89161**

**For Further Information Contact
Kathy August
(702) 515-5361**

March 1, 2019

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Red Rock Canyon National Conservation Area Special Recreation Permit Prospectus

I. Background

Since 1999, Red Rock Canyon National Conservation Area (RRCNCA) has maintained a mailing list of names and addresses of interested proponents wishing to obtain a Special Recreation Permit (SRP) to offer a variety of commercial guiding services.

The Bureau of Land Management (BLM) has statutory authority for issuance of SRPs derived from the Land and Water Conservation Act. As defined in the Red Rock Resource Management Plan (RMP), there are **three** full-time off-highway vehicle (OHV) guided SRPs authorized, three full-time guided horse ride operations, five interpretive hike tours and other tours as available. Electric bicycles have been identified by the BLM as motorized vehicles and OHVs. The BLM is issuing this prospectus to fill at least one open full-time SRP for each of the above mentioned permits. Current and prospective applicants may apply for more than one of the permits.

II. Introduction

This prospectus is intended to provide guidance for interested parties who would like to provide commercial guided services in RRCNCA. Commercial use permits are required for individuals and business which use the public lands for business or financial gain including gratuities, donations, gifts, bartering, etc.

This offering allows individuals or organizations the opportunity to submit proposals for guided services in RRCNCA. This prospectus may issue up to two SRPs authorizing full-time guided OHV tours, up to two full-time guided horseback tours, up to three full-time interpretive hike services, up to two guided yoga tours and up to two artistic guided tours.

The initial issuance will be contingent upon compliance with an Environmental Assessment (EA) as determined by the National Environmental Policy Act (NEPA). Permit proposals which go beyond the scope of current EAs (please see EAs for more information) will need to apply for and possibly pay for a separate EA (see cost recovery information below). This process may delay the acceptance or cause a denial of the application.

The Authorized Officer(s), having the delegated authority to issue SRPs, is the Red Rock/Sloan Field Office Manager or District Manager if areas permittees wish to use are in wilderness. After all proposals have been rated, a selection panel will recommend the

top three (3) proposals to the Authorizing Officer. The Authorizing Officer has the final selection authority to accept one of the three proposals to be awarded the open commercial use SRPs.

Permit holders are considered representatives of the BLM who provide services to the public, protect public health and safety and help attain management objectives.

A commercial use SRP will not be issued if the Red Rock/Sloan Field Office Manager decides that highly qualified proposals have not been submitted. The BLM reserves the right to reject any or all proposals if the proposals do not best serve the needs of the public.

All proponents must submit, in writing, a proposal that includes the information listed under Section VI, "Submitting the Proposal."

Submit your proposal to:

Bureau of Land Management Red Rock/Sloan Field Office Attn: Kathy August / Outdoor Recreation Planner 3205 SH159 Las Vegas, NV 89161
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Complete proposals must be received no later than the closing date: 4/15/2019

When Is a Permit Required?

A commercial permit is required when individuals or organizations (including institutional, non-profit/not-for-profit, and semi-public outfitters and guides) are conducting outfitting and guiding activities or providing services or assistance for gain on federally managed public lands. Individuals or organizations who rent and deliver equipment to the public on federal managed public lands must obtain an SRP if they, their employees or agents occupy or use federally managed public lands in connection with their rental programs. Persons delivering the public to federally managed public lands whether off-the-road, to trails or road rights-of-way constitutes use of public land.

Cost Recovery

Cost recovery regulation 43 CFR 2932.31(e)(1) requires fees for processing any new SRP applications if it will take more than 50 hours of staff time to process that SRP for commercial use in any one year. See Appendix B for links to the Recreation Permit Handbook. These fees for administrative processing are in addition to the normal application and post use fees. When cost recovery is necessary, the Authorizing Officer shall notify the applicant within 30 days of receipt of application.

III. General Description of Red Rock Canyon National Conservation Area

The general location for these permits include RRCNCA, designated as Nevada's first National Conservation Area in 1990. Legislation provides recreation opportunities allowing the public to enjoy and appreciate the unique, natural setting in RRCNCA, but its primary purpose is to conserve and protect these natural resources. The National Conservation Area is located approximately 17 driving miles from the Las Vegas Strip and four miles from the nearest stores and facilities.

RRCNCA is approximately 198,000 acres with many recreation opportunities, including one developed campground and two wilderness areas: the Rainbow Mountain Wilderness Area and La Madre Mountain Wilderness Area. The two wilderness areas are composed of 47,935 acres. The Humboldt-Toiyabe National Forest's Spring Mountain National Recreation Area, managed by the U.S. Forest Service, shares the entire western boundary of RRCNCA. Two private inholdings and one state entity are surrounded by the Conservation Area; these include Bonnie Springs/Old Nevada and Calico Basin as well as Spring Mountain Ranch, a 520 acre Nevada State Park.

Visitation to RRCNCA in 2018 was estimated to be over 3 million people. Approximately 60 percent of these visitors were local with the remainder being out-of-state and foreign visitors. RRCNCA remains open year-round with the busiest seasons being spring and fall. October and April tend to be the busiest months. The "core area" of RRCNCA, which includes the Scenic Drive, Red Spring/Calico Basin, and the areas adjacent to SR 159, receives 90 percent of the visitation. School visitation remains steady at approximately 15,000 students from local private schools and the Clark County School District.

Onsite partners include the Southern Nevada Conservancy and the Friends of Red Rock Canyon, both 501c (3) non-profit organizations dedicated to education and volunteer efforts in RRCNCA.

RRCNCA has a wide variety of hiking, equestrian and biking trails. Off-highway opportunities within the RRCNCA are limited to the Rocky Gap Road, Cottonwood Valley and Late Night in the core and southern RRCNCA area. There are also off-highway roads in the Northern RRCNCA area adjacent to Kyle and Lee Canyons; however, there has not been an Environmental Analysis for commercial use of those areas at this time. Other recreation activities include: rock climbing, sightseeing, camping, road bike riding, and hunting. Weddings, photography, and filming for local advertising and major motion pictures are also popular. U.S. Highway 95, State Highways 157, 158, 159, and 160, Clark County 215 and the 13-Mile Scenic Drive are major access routes within or near RRCNCA.

RRCNCA is located in the Mojave Desert and has a variety of elevations from 3,000 to 7,500 feet. RRCNCA provides excellent habitat for a wide variety of wildlife species including desert bighorn sheep, deer, coyote, desert tortoise, and other animals native to

the Mojave Desert. Several animals and plants are endemic to the Spring Mountain Range and are not found anywhere else in the world. Native American and historic cultural resources such as pictographs, petroglyphs, roasting pits, ranching, mining structures and historic trails are found in the National Conservation Area. The desert tortoise, a federally listed species, is found throughout the lower elevations of RRCNCA. Wild horses and burros also inhabit RRCNCA and are protected by federal law.

IV. Offered Permits

The objective of this offering is to furnish a variety of outfitter-guided services in the form of safe, high quality, guided recreational activities at reasonable rates. Guide services also provide for profitable ventures and may contribute to the local economy.

This prospectus solicits proposals for guided services within RRCNCA administered by the BLM's Red Rock/Sloan Field Office (RRSFO). Use of private land cannot be authorized under a BLM permit.

All authorized use resulting from this offering will be considered a one-year conditional permit. Conditional permits may be converted to permanent, full-time permits after one year of acceptable service established. A permanent permit is assigned at the discretion of the authorized officer and shall be consistent with the Red Rock RMP. A full-time permit is authorized for a period not to exceed five years. Full-time permits may be renewed without competition, provided the holder has performed satisfactorily during the previous year.

Permit holders will be required to report total use annually, or as agreed upon, including client-days or user-days. The number of user-days will be used for statistical purposes to help estimate total use number for RRCNCA.

An annual performance review of all permittees will be performed by BLM staff to evaluate compliance with the operation plan including all applicable stipulations; determine if use complies with management plan objectives; evaluate whether to re-issue or extend the permit; and receive permittee feedback on BLM management actions. The BLM reserves the right to revoke or alter the terms and conditions of SRPs at any time.

There are a minimum number of 10 user-days per month required for each permittee under this prospectus. User-days represent a day, or part of a day, for each individual accompanied by a guide or provided commercial services. Any period of time when clients are at RRCNCA and under the direction, care or tutelage of a guide shall be counted as part of the total user-days for end-of-the-year total client use calculations.

The Authorized Officer will make the final determination on which permits will be issued for the available SRPs based on the evaluation of proponents as defined in Section VII, Selection Criteria and Weighted Value Percentages.

SUMMARY OF AVAILABLE PERMITS

Guided Off-Highway Tours – This permittee, with specialized skills and abilities with off-highway travel (OHV), will provide an opportunity for visitors to participate in this activity. Tours could include, but are not limited to, modified street-legal autos or trucks, motorcycles, electric bicycles, and street-legal OHVs. Tours in RRCNCA are limited to designated roads where motorized travel is approved. Tours which include areas outside of RRCNCA must meet requirements of the agency or land owner which manages that road or area.

Guided Horseback Riding Tour – This permittee, with specialized skills and abilities in guided horseback riding and training, will provide an opportunity for visitors to participate in this activity. Tours could include using horses and/or mules. Use of adopted wild horses and mules is encouraged. All tours would be conducted in a designated location on equestrian-designated trails not currently used by other equestrian permittees. No new permanent structures will be authorized at this time.

Guided Hiking Tours – This permittee, with specialized skills and abilities in backcountry hike guiding, will provide an opportunity for visitors to participate in this activity. Tours would use established designated hiking trails and routes.

Guided Yoga /Fitness Tours – This permittee, with specialized skills and abilities in backcountry guiding, and yoga will provide an opportunity for visitors to participate in this activity. Tours would use established designated hiking trails and routes.

Guided Artistic Tours - This permittee, with specialized skills and abilities in backcountry guiding, photography and/or art will provide an opportunity for visitors to participate in this activity. Tours would use established designated hiking trails and routes.

V. Special Considerations Specific to Each Permit Offered:

Off-Highway Vehicle Permit:

OHVs are considered all motorized vehicles including 4-wheel drive, motorcycle, powered bicycles, and all-terrain vehicle (ATV) travel which travels on and/or off paved roads. OHV use is restricted to designated open roads in RRCNCA. Travel on state or county designated roads, which carry passengers for hire, requires street-legal vehicles and Nevada Transportation Authority certification.

Group size will be limited to two tours per day with up to five vehicles per tour in the core of RRCNCA. Up to two OHVs will be permitted in the Cottonwood/Late Night Valley areas. Companies may apply to one or both of these areas. If the company that is awarded the commercial use SRP for guided OHV services have special events with more vehicles, these may be accommodated **less than four times per year** by calling the authorized officer prior to the event to review for possible inclusion in the permit. Other

stipulations may also be required for larger groups. The authorized officer must approve of these events in writing prior to the event.

This permit does not automatically include other recreational opportunities in conjunction with this permit. If the proponent has a pre-existing permit for other services in the NCA, these can be included in the new permit, shall it be awarded.

If more vehicles are requested by the Permittee than stated above, an additional environmental assessment may be required. If this assessment takes over 50 hours of BLM staff time, cost recovery charges may be required. There will also be a delay in the permitting process for up to six months.

Guided Horseback Riding Tour Permit:

Horseback riding is restricted to designated-equestrian trails. Staging and trails for the permit will be in areas not currently used by the approved permittees. Staging from the area adjacent to Spring Mountain Ranch State Park will not be considered. Staging off BLM lands will require written agreement from the individuals or entities who own or manage that land.

Picket lines or similar items to contain animals from causing extended resource damage at photo stops or rest stops will be required in non-wilderness areas used by the permittee as determined by the Authorized Officer.

Group size will be limited to five tours per day with up to 12 horses per guide per tour.

The permittee will be required to have stock fed certified weed-free feed. The permittee will be required to provide the authorized officer a copy of the certificate annually. Permittees must maintain results of tests required by the State of Nevada.

This permit is does not automatically include other recreational opportunities in conjunction with this permit. If the proponent has a pre-existing permit for other services in the NCA, these can be included in the new permit, shall it be awarded.

Use of trails outside of the northern Cottonwood Valley trail system will be considered as a positive factor but is not essential. Staging may make use of existing facilities with limitations on the number of parking spaces and hours of use.

If the applicant requests the use of areas not currently designated, the applicant may incur the costs of designating the areas. See cost recovery information above in Section II.

Guided Hiking Tour Permits:

Commercial hiking is restricted to designated trails. No commercial hiking is allowed off designated trails.

Group size will be limited to two tours per day with up to 12 persons per guide per tour. If the company that is awarded the commercial use SRP for guided hiking services has a special event with more than 12 participants, this may be accommodated by calling the Authorized Officer prior to the event to review for possible inclusion in the permit. The Authorized Officer must approve of these events in writing prior to the event.

This permit is does not automatically include biking, rock climbing, OHV, or other recreational opportunities in conjunction with this permit. If the proponent has a pre-existing permit for other services in the NCA, these can be included in the new permit, shall it be awarded.

Guided Yoga/Fitness Tour Permits:

Commercial hiking is restricted to designated trails. No commercial hiking is allowed off designated trails.

Group size will be limited to two tours per day with up to 12 persons per guide per tour. If the company that is awarded the commercial use SRP for guided yoga/fitness services has a special event with more than 12 participants this may be accommodated by calling the Authorized Officer prior to the event to review for possible inclusion in the permit. The Authorized Officer must approve of these events in writing prior to the event.

This permit is does not automatically include biking, rock climbing, OHV, or other recreational opportunities in conjunction with this permit. If the proponent has a pre-existing permit for other services in the NCA, these can be included in the new permit, shall it be awarded.

Guided Artistic Tours:

Commercial artistic tours are restricted to designated trails. No commercial hiking is allowed off designated trails.

Group size will be limited to two tours per day with up to 12 persons per guide per tour. If the company that is awarded the commercial use SRP for guided artistic services has a special event with more than 12 participants this may be accommodated by calling the Authorized Officer prior to the event to review for possible inclusion in the permit. The Authorized Officer must approve of these events in writing prior to the event.

No painting, digging, or removal of rocks, natural vegetation or cultural sites will be permitted.

This permit is does not automatically include biking, rock climbing, OHV, or other recreational opportunities in conjunction with this permit. If the proponent has a pre-

existing permit for other services in the NCA, these can be included in the new permit, shall it be awarded.

Common to all proposals:

The company that receives a commercial use SRP for guided services will be responsible for all employee actions while guiding in RRCNCA. Employees of permitted companies will be required to wear some type of garment identifying the specific company they are working for and a copy of their valid permit while in the RRCNCA.

The company that receives the commercial use SRP for guided services will be responsible for providing and maintaining a current list of the guides that will be or could be working in RRCNCA. Guides must abide by all stipulations.

All tours shall have an element of *Tread Lightly* and/or *Leave No Trace* and help interpret cultural history, the Mojave Desert, desert tortoises, and the BLM wild horse and burro program. The permittee is also expected to provide accurate information and interpretation of the area's natural and cultural resources, the BLM, RRCNCA, and public land management. Permittees which have obtained the Leave No Trace and/or Tread Lightly certification prior to this announcement will be given higher priority.

Vehicles (including ATVs and bicycles), livestock and other equipment will be washed/cleaned before and after being transported to public lands to eliminate the possibility of noxious weeds being introduced to the RRCNCA.

Permittees shall dispose of refuse resulting from the permitted use, including waste material, garbage and rubbish of all kinds in the following manner, and shall guard the purity of streams and other bodies of water:

- (a) Tin cans, spent brass, bottles, metal, foil, plastics, and other materials will be packed out, not buried.
- (b) No waste or byproducts shall be discharged if they contain any substances in concentrations that would result in substantial harm to fish and wildlife or to human water supplies, including streams, reservoirs, and lakes.
- (c) Permittee shall ensure that no new surface disturbance occurs as a result of any activity authorized by the permit.
- (d) Permittee shall not damage, collect, or introduce plants or animals at any location within RRCNCA without permission from the Authorized Officer.
- (e) Painting of rocks or the establishment of permanent markers or improvements is prohibited.
- (f) Human waste or animal waste must be disposed of properly in a timely manner as directed by the Authorized Officer.

First-aid equipment will be part of tour guide equipment and a certified first-aid guide must be with the tour at all times. These needs will be determined by the size of the party and activities. Guides shall be trained and certified in First-Aid and Cardio-Pulmonary

Resuscitation (CPR) procedures. Tours shall have emergency plans in case of accident and/or injury. The permittee shall be responsible for including a communication plan in the event a client needs medical assistance.

All activities including that involving cross country travel are prohibited on or within 50 feet of rock faces on which rock art or other cultural features are present (etched petroglyphs or painted pictographs) unless on designated trails. It is also prohibited to cross over or occupy areas with surface cultural resources (such as agave roasting pits in Willow Springs/Lost Creek, and any rock shelters).

RRCNCA contains two designated wilderness areas. A proposal will **not** be considered if motorized or mechanized transportation is included in a proposal within wilderness areas. Prohibited activities in the wilderness include use of motor vehicles or motorized equipment, structures or permanent installations, and use of mechanical transport such as bicycles, hang gliders, aerial landings or delivery of persons or supplies, use of game carts, wagons, game carriers, or other wheeled vehicles.

Parking/driving must be on designated roads as published in the Red Rock RMP and approved through the permitting process.

The permit does not give permission to camp on public lands outside of the established campgrounds unless specified in the permit.

RRCNCA includes the Red Rock Herd Management Unit of the Spring Mountain Wild Horse and Burro Management Area. Harassment, including feeding, of these protected animals is prohibited.

Although wild animals may loiter on and around roadways and facilities that may be used to access routes, they are not to be lured and/or baited to feed, pet, or approached to take closer pictures. This act is prohibited by law and is extremely dangerous. This includes but is not restricted to wild horses, burros, deer, coyotes, ground squirrels, tortoises, snakes, and lizards.

There will be no permitted activities in the Cottonwood Valley area south of State Route 160 during the first nine days of upland game bird hunting season in October, except hunting.

Should a desert tortoise or gila monster enter the area of activity, the permittee will immediately stop all activity until such time as the animal has left the area of its own accord. In addition, the permittee, participants, and spectators are not authorized to take, harm, or harass any desert tortoise or gila monster found on public lands.

The tour organizer will provide interpretive information about RRCNCA and the Mojave Desert, and have each participant read an information sheet about desert tortoises. The permittee and participants must then sign a sheet acknowledging that the participant has

read and understands the desert tortoise information. This sheet will be turned in with the permittee's post-use reports at a time as determined by the Authorized Officer.

The BLM will monitor the permittee use throughout the year for compliance and accuracy of post-use reporting. Monitoring may include attending a guided program with the public. No fees will be assessed to the BLM for attending these tours. Monitoring may occur up to once per quarter, but may be increased or decreased as evaluations determine acceptable or non-acceptable use.

The permittee will complete and return a post-use compliance report within 15 days of the end of the event/quarter/year as directed by the Authorizing Officer. The post-use report shall include payment of any remaining fees that are due, the total number of clients, plus the signed Desert Tortoise Acknowledgement sheets. Pre-payment of annual minimum fees will be required in the last quarter or end of year for the subsequent year. Site fees may be charged as determined by the authorized officer.

If applicants request the use of areas not currently designated for this purpose, the applicant may incur the costs of designating the areas. The permittee will be required to provide maintenance for those trails they use. See cost recovery information above in Section II.

The BLM prohibits discrimination in its programs and activities on the basis of race, national origin, sexual orientation, handicap, religion or age.

VI. Submitting the Proposal

Completed proposals for an SRP to provide guided services in RRCNCA will be accepted by mailing at:

Bureau of Land Management
Red Rock/Sloan Field Office
Attn: Kathy August
3205 SH159
Las Vegas, NV 89161

Proposals will be accepted until close of business (COB) April 15th, 2019. Proposals submitted after close of business on this date will not be considered. All proposals must be received at the BLM Red Rock/Sloan Field Office and date stamped by the COB 4:30 PM PST.

Incomplete proposals will not be accepted and will not be considered.

Materials submitted with proposals will not be returned if the proposal is not accepted.

Required Information for Your Proposal

To be considered, each proponent must submit the information requested below:

- 1) A completed, current Special Recreation Application Form (2930-00; August 2017) filled out in duplicate. An SRP application is provided, or you can call any BLM office and ask to have a Special Recreation Permit application sent to you. Fillable forms are also available on the BLM website <https://www.blm.gov/programs/recreation/permits-and-passes/special-recreation-permits> . Search for Form #2930-001 or Special Recreation Permit Application.
- 2) A completed Commercial Guide Operating Plan with detailed information for each item of your operation including communication, safety and emergency precautions. In your proposal, it must be stated if you are planning to open a local office in Las Vegas or run all operations from another location. This section shall detail the type of service you are proposing including client costs, times of day/place/dates of service, how you plan on advertising your services, any facilities needed for your operation on-site, emergency procedures, and location of activities. The application shall also include information on how your operation will incorporate interpretive information into your operation.
- 3) A completed business plan. **You must use the forms provided.** Your business plan will be reviewed to assess your financial and business capability to operate and manage the proposed services. A current business license and other applicable state and county licenses or certificates, if available, shall be included with this proposal. This would include Nevada Transportation Authority Certification, food service and other related certifications.
- 4) Any current outfitter/guiding certification including First Aid/CPR.
- 5) Detailed topographic maps showing travel routes, proposed camp locations, parking areas, interpretive stops and any private or other lands to be used as part of the proposal. Global Position System (GPS) location points of proposed camp/staging areas, parking, rest stops, trails or areas to be utilized and viewpoints along established routes shall be included with UTM or DMS coordinates.
- 6) If your proposed operation includes the use of any land other than RRCNCA, you must include written permission from the landowner to use these lands as part of the operation. Other lands include private land, county, city, state, or Forest Service lands, etc.
- 7) If your proposed operation includes food service or alcohol, you must have or will obtain the proper State and/or county health certificates for food handling/service.

- 8) Underserved communities - Outline in your proposal whether underserved communities (i.e. low income, disadvantaged, minorities, disabled) will be served and how you will attract people from these populations.

Proposals are confidential and will not be released without the permission of the proponent. Financial information is to be treated as confidential to the extent allowed under the Freedom of Information Act (5 USC 552 and 552a respectively).

VII. Award

After review from the selection panel and approval from the Authorizing Officer an award will be offered to the selected applicant with additional paperwork, if needed. If the applicant accepts the offer, the Special Recreation Permit will be awarded contingent on the stipulations of the award. Our objective is to select the proponent(s) whose proposal best meets the public need. The proponents selected will be the best qualified to operate and maintain these public services based on, but not limited to, the written materials submitted in the proposal package.

A fair and impartial review panel with experience in SRPs, business operations, and land issues will evaluate each proposal independently and collectively. The panel will review, evaluate and compare proposals using a weighted selection criteria and professional judgment and will not use a strictly mathematical scoring system.

After all proposals have been rated, the panel will recommend the top three proposals to the Authorized Officer. The Authorized Officer has final selection authority to accept and award the open commercial use SRP.

The successful proponent will be notified no later than April 28, 2019.

The commercial use SRP will be issued after the appropriate analysis (NEPA) has been conducted, if needed. **No permits for a proposal will be issued if a decision for one or more of the permit types is appealed, until after the appeal period has finished.**

The selection of the successful applicant(s) is an appealable decision under 43 CFR Sections. 4.411 and 4.413. An appellant must file a notice of appeal within 30 days of the date on the notice of written decision of selection.

Selection Criteria and Weighted Value Percentage

1) Type and Quality of Customer Service - A primary factor to be evaluated is the kind and quality of the service proposed in terms of meeting public need. How does the proposal meet the mission of the BLM in terms of providing education, interpretation, safety and stewardship of public lands? What types of maintenance work or improvement to facilities and lands will the proponent need or provide? How will this be accomplished? What kinds of experience will the clients receive and how will their safety be provided for? How will the proposed operation protect and interpret the resources of the BLM and RRCNCA? **(Weight 45%)**

2) Experience - The proponent's experience in guiding, in the specific recreational field or related fields and the qualifications he/she possesses to fully satisfy the public need for this service will be a large factor in evaluating permit applications. This will include an evaluation of past permits issued by land management agencies for any violations issued by the BLM, U.S. Forest Service and National Park Service. The evaluation may also consider violations for related issues the permittee has received by state or local authorities. Does the permittee provide opportunities for underserved communities and/or for a significantly different type of experience not currently provided but permitted within the RMP? **(Weight 30%)**

3) Business Plan - The financial capability of the proponent to operate and maintain a guided recreational business and the demonstrated ability for the business to be successful. **(Weight 25%)**

Additional Permit Documents:

If your proposal is selected and you are awarded a commercial SRP at RRCNCA, the final step before you are allowed to operate is to:

- 1) Insurance** – The BLM requires that all commercial use authorization holders indemnify the United States Government for all liability for third party property damage (damage to property other than that owned by the holder or the United States) and for all personal injury, loss of life or property damage that arises in any way from the activities connected with the authorized use and occupancy. To meet this obligation, the permittee must secure liability insurance in an amount adequate to protect the interest of the United States. The holder will have in force commercial general liability insurance covering bodily injury and property damage, in the following amounts: each occurrence limit, \$500,000 and general aggregate limit, \$1,000,000. A copy of the insurance policy must be provided before a special use permit will be issued*. The permittee must request the insurance document to state “The Department of the Interior, Bureau of Land Management is additionally insured.”

GENERAL GUIDELINES FOR MINIMUM INSURANCE REQUIREMENTS		
From BLM SRP Hand book (H02930-1(P))		
SRP EVENT OR ACTIVITY	PER OCCURRENCE	PER ANNUAL AGRRAGATE
Low Risk: general non-competitive and non-commercial activities such as group camping, group activities, mounted orienteering, backpacking, or dog trials	\$300,000	\$600,000
Moderate Risk: Whitewater boating, horse endurance rides, OHV events, mountain bike races, rock climbing (with ropes), ultra-light outings, rodeos	\$500,000	\$1,000,000
High Risk: bungee jumping, speed record events, unaided rock climbing, aviation assisted activities	\$1,000,000	\$2,000,000- \$10,000,000

2) Guide List – A list of all guides that currently work for or will be working for you and their certifications they have. This list will need to be updated as staff changes.

3) Additional Stipulations – Any additional stipulations that will be attached to the SRP will need to be signed and dated.*

4) State Registration Requirements – Proof of compliance with the State of Nevada Workers Compensation Registration and a Clark County, Nevada business license. Businesses transporting passengers to RRCNCA may be required to obtain a Nevada Transportation Authority (NTA) certification as determined by the state of Nevada.* Any food vending requires a state or local jurisdiction permit. Proof of food and/or health certificates or exemptions from the State of Nevada/Southern Nevada Health District shall be obtained prior to acceptance of the permit.

5) Brochures - The selected applicant must provide a copy of advertising brochures and/or website screen shots, outlining current rates and services offered.* The fact that the guiding is occurring in RRCNCA and operates under a commercial use SRP shall be included on all advertisements (brochures, signs, other materials that address service and programs offered) including electronic advertising on the Internet. If advertising is web-based, a copy of the web page with the web address must also be provided including social media sites.

6) Fees - Applicable fees are described below. These fees are calculated using the guidelines in Title 43 Code of Federal Regulations 2932. The BLM (H-2930-1) Recreation Permit Administration Handbook (P) outlines the types and rate for each fee. Established fees must be paid before the SRP is valid. These fees are:

- A fee for the permit and use of public land managed by the BLM on the service-days used and the amount the guide services charges for the services provided to the clients. The minimum fee for the first year is \$110.00 dollars.

- At the beginning of each calendar year, the minimum annual fees for the past year and a prepayment for the next year are due. This fee will be calculated by the BLM based on the past year's use and record of good standing. The permit holder is required to provide the BLM their financial and actual use records within 15 days of the end of the calendar year. Failure to meet this deadline may cause remedial action to a permit such as probation, suspension, or revocation.
- The established fee for commercial guiding use is three percent of gross receipts or \$110.00, whichever is greater. This is subject to change every three years according to the Implicit Price Deflator Index, and published in the Federal Register.

A fee for sites may be required for those utilizing designated areas of the RRCNCA at a minimum of \$220.00 per year. This is subject to change every three years according to the Implicit Price Deflator Index, and published in the Federal Register.

- The BLM Authorizing Officer may require prepayment of fees based on expected use estimates. Prepayment fees will be adjusted and/or balanced annually with the post use report.
- The BLM may have periodic audits to ensure reporting accuracy.
- The BLM may offer discounts for time spent off public land as defined in the BLM SRP Handbook 2930-1(P).
- The BLM may charge the permittee fees for revegetation, naturalization or other expenses related to activities the permittee may cause due by their negligence.

7) Bonding - The selected applicant may be required to post a bond to ensure compliance with the SRP stipulations and for repair of resources at the discretion of the Authorizing Officer.

8) Record Keeping - The permit holder will be required to provide the BLM annual financial and actual use records to determine the final annual fee. All original records of use by date, trip, fee, and number and name of persons must be retained and readily available for inspection for the most recent five years.

** To avoid unnecessary expense for the proponent, insurance policies, brochures, state licenses, etc., should not be obtained until after an award has been made. However, these "additional permit documents" will be required 30 days after the award. If you do have samples of the above, you may send them in with your application.*

APPENDIX A – Other licenses and registrations:

Clark County Business License
500 S. Grand Central Parkway, 3rd Floor
Las Vegas, NV 89106
or
P O Box 551810
Las Vegas, NV 89155-1810
Phone: (702) 455-4252
Website: http://www.co.clark.nv.us/business_license

STATE REGISTRATION OR LICENSING OFFICES

State of Nevada (Workman Compensation)
Department of Employment
Employment Security Division contribution
500 East Third Street
Carson City, NV 89713
Phone: (775) 687-4540
Website: <http://dirweb.state.nv.us/WCS/wcs.htm>

Nevada Transportation Authority
2290 South Jones Blvd., Suite 110
Las Vegas, NV 89146
Phone: (702) 486-3303
Website: <http://www.tsa.nv.gov/>

Nevada State Parks
P O Box 124
Blue Diamond, NV 89004
Phone: (702) 875-4141
E-mail: smrrangers@parks.nv.gov
Website: <http://parks.nv.gov/parks/spring-mountain-ranch-state-park/>

Southern Nevada Health District
Environmental Health
P.O. Box 3902
Las Vegas, NV 89127
702-759-0588
environmentalhealth@snhdmail.org
<http://www.southernnevadahealthdistrict.org/>

U.S. Forest Service
Humboldt-Toiyabe National Forest
Spring Mt National Recreation Area
4701 North Torrey Pines Drive
Las Vegas, NV 89130-2301
(702) 515-5400
Website: <http://www.fs.usda.gov/htnf/>

APPENDIX B – Other Links for information

- 1) RRCNCA Canyon NCA website - <https://www.blm.gov/red-rock-canyon-nca>
- 2) RRCNCA Canyon National Conservation Area Resource Management Plan Information and Record of Decision - <https://www.blm.gov/programs/national-conservation-lands/nevada/red-rock-canyon/management-and-planning/rmp>
- 3) Special Recreation Permit information - <https://www.blm.gov/programs/recreation/permits-and-passes/special-recreation-permits>
- 4) Recreation Permit Administration Handbook- information on types of permits, fees, and charges. (H-2930-1) - https://www.blm.gov/sites/blm.gov/files/uploads/Media_Library_BLM_Policy_H_2930_1.pdf
- 5) RRCNCA Canyon Supplemental Rules - https://www.blm.gov/sites/blm.gov/files/documents/Nevada_Red_Rock_Canyon_Supplemental_Rules.pdf
- 6) *Leave No Trace* - <http://lnt.org>
- 7) *Tread Lightly!*- <http://www.treadlightly.org/>