

**File Code:** 2720  
**Date:** March 4, 2022

## Prospective Applicant

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

A single permit will be issued for government-owned recreation facilities located on the Flagstaff and Red Rock Ranger Districts of the Coconino National Forest.

The Forest will likely complete the application evaluation and make a selection in mid to late fall of 2022, with the intention of the successful applicant beginning operations on January 1, 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 four (4) complete copies of their application package and supporting documents. 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.) on Monday, June 6<sup>th</sup>, 2022. Please mail completed proposals to:

Laura Jo West  
Forest Supervisor  
Coconino National Forest  
**Attention: Mark Goshorn**  
1824 South Thompson Street  
Flagstaff, AZ 86001

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 (**\$1,200**) 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 *Northern Pioneer College* and be in the form of 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/detail/coconino/home/?cid=FSEPRD943970>. Hard copies will be available upon request.

For specific questions regarding information contained in the prospectus, please contact Mark Goshorn, Recreation Special Use Permit Administrator at 928-203-7525 or [mark.goshorn@usda.gov](mailto:mark.goshorn@usda.gov).

Thank you for your interest in the Coconino National Forest.

Sincerely,

LAURA JO WEST  
Forest Supervisor