

The following 5 questions must all be answered and supported with appropriate documentation prior to completing the remainder of the Criteria. Please circle the appropriate answer (*you must be able to answer yes to the following to be considered further*)

1. Are you a Registered or Master guide in good standing with the Big Game Commercial Services Board and Occupational Licensing? This includes current with all fees, testing and other requirements.
Yes No
2. Are you certified by Occupational Licensing to guide in the unit you are applying for?
Yes No
3. Are you currently registered for Commercial Day Use Activity on state land, on the DNR website?
Yes No
4. Is your bid amount equal to or greater than the minimum bid?
Yes No
5. Do you have proof you carry, and can provide coverage to the State of Alaska for bonding and insurance?
Yes No

Scoring Criteria #1 – Relevant experience as a Big Game Hunting Guide and Guide Business owner

This section will be scored for a range from 0-25 total points.

The objective of this criterion is to accurately identify the individual applying for a GCA, and to verify the organizational structure of the business. This will be supported by providing specific answers to the following questions:

Sub-factors are as follows:

- A. personal experience of the industry
- B. demonstrated ability to work with other individuals, agencies and communities

Sub-factor A, Personal Experience as a Big Game Guide.

1. Using the template provided, please describe your Big Game Guiding Experience. (2 points)
2. How many years of big game guiding experience in Alaska do you have as a/an: (3 points)
 - a. Assistant guide

- b. Registered guide
 - c. Class A Registered guide
 - d. Master Guide
 - e. Other
3. How many years of guiding experience do you have in the guide use area in which you are applying as a/an? Please provide dates and employers where appropriate. (3 points)
 - a. Assistant guide
 - b. Registered guide
 - c. Class A
 - d. Master Guide
 - e. Other
4. How many years of big game guiding experience do you have in other states? Describe in detail where your experience took place, what capacity you served the clients and what species you guided for. (2 points)
5. Please provide copies of all hunt records for all clients you served for the past 10 years? (2 points)
6. Have you successfully completed any outdoor safety training? Please provide a copy of the course certificate. (Examples may include - Swift water rescue, avalanche awareness, Wilderness first responder, Wilderness EMT, Emergency trauma training, EMT, or similar.) (1 point)
7. Please describe your formal education with regard to running a successful business or wildlife Management? (1 point)

Sub-factor B, Demonstrated Ability to Work with Other Individuals, Agencies and Communities

1. Have you received all land owner authorizations as required for the past 10 years? Please describe where you have worked and show proof of permission. (2 points)
2. Have you worked within a borough which requires authorizations for the last 10 years? (1 point)
3. Please provide letters of support from other land owners, boroughs, *towns*, *villages*, or native corporations regarding your past authorized use of the area. (1 point)
4. Letter of recommendation for past clients. (1 point)

5. Please provide a client contact list (including names, address, phone #) for all clients you served for the past 10 years. Please identify the following for each client specifically: Client did or did not harvest an animal, date, species hunted for. Also identify what capacity you served the client. (contracting guide, assistant guide, packer...) (2 points)
6. Please describe how you educate your clients and employees how to be aware of local customs, traditions and courtesies. (1 point)
7. Please describe your past and future meat handling protocol, both while in the field and once back from the field. This may include meat sharing. (1 point)
8. Please provide copies of all licenses: Guide/outfitter, business, GUA, FAA, Coast Guard. (2 points)

Scoring Criteria #2, Operating Strategies Used to Protect and Conserve the Natural Resources of the Concession Area

This section will be scored for a range from 0-30 total points.

The objective of this criterion will be to evaluate the applicant's prospectus for *protecting, enhancing and preserving the Natural Resources* within the GCA.

Sub-factors are as follows:

- A. demonstrated willingness to protect wildlife and habitat resources on the ground
- B. protecting cultural sites and resources
- C. proven commitment to improving the hunting industry
- D. stewardship projects to complete to improve the area

Sub-factor A, Demonstrated Willingness to Protect Wildlife and Habitat Resources

1. What do you propose to do to protect or minimize motor vehicle, ATV, snow machine, horse, boat and human impact on *habitat* within the area being applied for? (2 points)
2. What do you propose to do to protect or minimize motor vehicle, ATV, snow machine, horse, boat and human impact on *wildlife* within the area being applied for? (2 points)
3. What method will you use to minimize wildlife becoming accustomed to human food and contact? (2 points)
4. How do you recognize big game cycles or population trends and how do you adjust your harvest or effort accordingly. (2 points)
5. How do you/or will you communicate with wildlife managers of the areas you work? (2 points)

6. If ADF&G and the BOG have authorized predator control in your areas, have you participated in these programs? Please provide copies of licenses/permits, sealing info, fur sales, etc. (1 point)
7. How many predators identified by the Board of Game in an Intensive Management area where predator control is authorized did you or your clients take during the past 5 years? (1 point)
8. How do you propose to handle human and solid waste (garbage) generated from your activity? (2 points)

Sub-factor #B, Protecting Historical, Cultural and Archeological Resources

1. Please describe the type of information you will provide to your clients aimed at protecting the historical and archeological environment, additionally explain how the information will be provided. (1 point)
2. Please describe the type of information you will provide to your employees aimed at protecting the historical and archeological environment, additionally explain how the information will be provided. (2 points)

Sub-factor #C, Proven Commitment to Improving the Hunting Industry

1. How many years have you volunteered your time as an instructor for Hunter Education, Becoming an Outdoors Woman, youth shooting league or other outdoor related programs? (1 point)
2. In the last year how many days have you volunteered as an instructor for Hunter Education, Becoming an Outdoors Woman, youth shooting league or other outdoor related programs? (1 point)
3. How many big game hunting, bear baiting or trapping clinics have you instructed in during the past 10 years. (1 point)
4. How many years have you served on a committee, board or organization related to the allocation of the natural resources of Alaska. This may include, but is not limited too ADF&G advisory committees, Regional advisory councils, Board of Game, Subsistence Board, Big Game Commercial Services Board, etc. (2 points)
5. How many years have you served in a voluntary capacity for private organizations that contribute to the conservation of wildlife resources? This may include Ducks Unlimited, FNAWS, Alaska Outdoor Council, Sportsman for Fish and Wildlife, Ruffed Grouse Society, Rocky Mountain Elk Foundation, etc. (2 points)

6. Please describe your past practice and future plans for donating hunts or services or money to organizations working to benefit the hunting tradition. This will include donated or discounted hunts, free accommodations at your facility, cash donations or other services. Examples may include Wounded Warriors, Hunt of a Lifetime, Hunter Heritage Foundation... (2 points)

Sub-factor #D, Stewardship Projects to Complete to Improve the Area

1. One method of improving the Natural Resources of the area you are applying for is to offer to restore damaged or impacted resources, restore heavily impacted sites or clean up unauthorized camp locations within the concession area. Please identify projects that you feel would be beneficial to the natural environment of the area you are applying for and describe in detail the location, type of impact, method and timing of project you propose to take place. (2 points)
2. List other projects you have completed for this or other land management agencies doing this type of work. (2 points)

Scoring Criteria #3, Business Plan for Operating a Successful Business while Providing Quality Service to the Clients

This section will be scored for a range from 0-30 total points.

The objective of this criterion will be to evaluate the applicant's business plan to provide appropriate service to the clientele.

Sub-factors are as follows:

- A. Providing client and visitor services in a safe manner.
- B. Providing a quality hunting experience
- C. business plan that encourages cooperation with local communities
- D. operations plan for all facets of the business

Sub-factor A, Providing client and visitor services in a safe manner.

1. What aids or support do you provide to future clients to prepare them for the upcoming hunt before they arrive in Alaska? This will include gear lists, training regimens, and preparing them for possible extended stays beyond what is expected. (1 point)
2. Please describe your emergency training for all staff. (1 point)

3. Please outline your emergency policy in the event of an incident or accident both while in camp or in the field. (1 points)
4. Please provide documents relating to your past and future safety policies, if available? (1 point)
5. Please provide a detailed listing of past incidents or accidents that resulted in the injury or deaths of clients, visitors or staff. (2 points)

Sub-factor B, Providing a quality hunting experience

1. Describe the type of hunts that you plan to offer, including a sample itinerary. (1 point)
2. Please describe the time you will spend with each of your clients during their hunt and where you will be while the client is afield. (2 points)
3. Provide promotional materials used regarding your business and the area in which you work. (1 point)
4. What is your employee hiring policy? This is for all levels of service from camp host to assistant guide. (1 point)
5. Please describe how you will train employees in relation to photography in the field? What tools do you provide to you staff in this area? (1 point)
6. How do you intend to satisfy the requirements set forth in AS 08.54 and 12 AAC 75? This includes ensuring your employees are capable of performing their duties and that you as the contracting guide satisfy yours. (2 points)
7. As a registered or master guide, please describe how involved you are with each client in the field. This will include one on one service or contracting with other assistant guides to conduct the hunts. (2 points)

Sub-factor C, Business Plan that Encourages Cooperation with Local Communities

1. Do you hire residents from within the Game Management unit that this GCA is located within? (1 point)
2. Do you facilitate or provide information to clients regarding meat sharing, or offer meat to local shelters or food pantries? (1 point)
3. Please describe your policy to avoid conflict with other user groups, local hunters, and private property owners in the GCA. (2 points)

Sub-factor D, Operations Plan for all Facets of the Business

1. Complete Operations Plans are required for successful application to operate within a GCA. A complete operations plan will include a minimum of the following. Please discuss in detail your how your business prepares for and implements the following. Add additional sections as needed to suit your plan. (4 points)

- Communications
- Transportation
- Training
- Fuel Handling
- Emergency Operations
- Safety/rescue
- Waste disposal (solid/liquid)
- Camp location
- Camp site development

A) Base Camp

B) Spike Camps

Site mitigation/rehab

Training and Mentorship of staff to promote better business understanding

2. How many staff members will you employ at one time during the calendar year, to service clients while in the field? (2 points)

- a. Assistant Guides _____
- b. Camp hosts _____
- c. Packers _____
- d. Cooks _____
- e. Other _____

3. How many clients will you book for each big game species during the calendar year from this concession area? (2 points)

- a. Brown Bear _____
- b. Black Bear _____
- c. Mountain Goat _____
- d. Dall Sheep _____
- e. Moose _____

- f. Caribou _____
- g. Bison _____
- h. Musk Ox _____
- i. Wolf _____
- j. Blacktail Deer _____
- k. Other _____

4. How many animals of each species so you expect to harvest each calendar year from this concession area? (2 points)

- a. Brown Bear _____
- b. Black Bear _____
- c. Mountain Goat _____
- d. Dall Sheep _____
- e. Moose _____
- f. Caribou _____
- g. Bison _____
- h. Musk Ox _____
- i. Wolf _____
- j. Blacktail Deer _____
- k. Other _____

Scoring Criteria #4, Financial Ability/Commitment to Operate as Big Game Hunting Business

This section will be scored for a range from 0-15 total points.

The objective of this criterion will be to evaluate the applicant’s financial ability to commit to a long term financial obligation.

Sub-factors are as follows:

- A. Do you have available funds on hand now to offer this level of service
- B. Does/will your business generate enough revenue to continue to provide the level of service you will be committing to annually?

Sub-factor A, Available Funds

Do you have available funds on hand now to offer this level of service? (1 point)

Sub-factor B, Revenue

Does your business generate enough revenue to commit to this annual concession agreement?

1. Is your bid amount equal to or greater than the minimum bid? (1 point)

Yes No (Check the box that applies.)

My bid mount is \$_____ annually. (This is the total amount you agree to pay annually if selected for this area) (13 points)

Scoring Criteria #5, Violations/Citations/Convictions/Defaults

This section will be scored as a minus to the point total accumulated from above. Maximum point deduction is 30 points.

The objective of this criterion will be to evaluate the past performance of the individual applying for a GCA with regard to legal or administrative action taken against them.

- 1) Have you been convicted in court of a violation of Alaska's hunting, fishing or trapping regulations within the past 10 years? (7 points)
 - a. Misdemeanor
 - b. Felony
 - i. Plea deals resulting from wildlife violation but convicted of something less
- 2) Have you been convicted in court of a violation of any states hunting, fishing or trapping regulations within the past 10 years? (7 points)
 - a. Misdemeanor
 - b. Felony
 - i. Plea deals resulting from wildlife violation but convicted of something less
- 3) Have you received a ticket and paid a fine out of court for violation of Alaska's hunting, fishing or trapping regulations within the past 5 years? (4 points)
- 4) Have you received a ticket and paid a fine out of court for violation in any state for hunting, fishing or trapping regulations within the past 5 years? (4 points)
- 5) Have you ever been in default or non-compliance with any public land agency? (4 points)
- 6) Have you had any licensing actions taken regarding your business by the State of AK Division of Occupational Licensing or the Big Game Commercial Services Board? (4 points)