

ATCHAFALAYA DELTA WILDLIFE MANAGEMENT AREA 2023/24 – 2027/28 HOUSEBOAT MOORING LEASE BID APPLICATION NOTIFICATION

The Louisiana Department of Wildlife and Fisheries (LDWF) will be accepting bids for houseboat mooring sites on Atchafalaya Delta Wildlife Management Area (WMA). LDWF will bid out 40% of the available sites at the Main and Wax Deltas of Atchafalaya Delta WMA. The highest bidders (up to 40% of the available spots) will be awarded a five season lease agreement. The agreement will specify rules and regulations for houseboat mooring and require bid fees on an annual basis.

Bid application forms must be **complete** and **received** in room 240 of the LDWF Headquarters Building, 2000 Quail Drive, Baton Rouge, LA 70898 by 2:00 pm on **June 13, 2023**.

Bid opening will be on June 13, 2023 at the LDWF Headquarters Building, 4th Floor Conference Room, 2000 Quail Drive, Baton Rouge, LA 70890 at 2:30 pm. The public is permitted to attend. Selected applicants will be notified by phone or letter.

Minimum criteria for bid submittals

- Applicants must be a minimum of 18 years of age.
- Applicants will be screened for past wildlife violations. Applicants that have pled guilty to, paid a fine for, negotiated/agreed to a pretrial intervention (PTI)/diversion for or been convicted of Class Two or above wildlife or WMA violations within the last five years, as determined by the Enforcement Division, shall be disqualified.
- Applicants must follow instructions issued by LDWF personnel.

Conditions for houseboat leases

Below is information about the bid program for houseboat leases:

- Approximately 40% of the available houseboat mooring areas at Atchafalaya Delta WMA will be designated as “lease” sites.
- Only one bid application form will be accepted per individual and per household.
- The leases will be valid for a five year period as long as houseboat owners comply with conditions specified in their agreements.
- Leases will be cancelled for any leaseholders that have pled guilty to, paid a fine for, negotiated/agreed to a pretrial intervention (PTI)/diversion for or been convicted of Class Two or above wildlife or WMA violations during the lease period. Cancellation of lease privileges may be done without refund. LDWF has the right to temporarily suspend leases for individuals that have pending violations.
- Highest bids will be determined by the total bid amount.
- Bidders will indicate their preferred pilings on the attached application. Piling preference will be given to higher bidders (i.e., highest bidder gets first choice, second highest bidder gets second choice, etc.). All sites on the WMA are available for lease, but only 40% will be issued as a result of the bid process.
- Leases will either be “two piling” leases or “three to five piling” leases. No more than five pilings will be issued for one vessel. LDWF will make the final decision on how many pilings are required to safely secure all vessels. A general rule is one piling per 10’ of vessel/dock, however there is considerable variation based on specific lease site.
- LDWF will make available maps of the mooring sites if desired. Applicants can and should also view the available sites by visiting the WMA before bidding.
- In the event of a tie bid or conflicts with preferred piling requests, LDWF will use the bidder’s price per piling values then lotteries to determine leaseholders and piling assignments.
- Year round mooring will be **prohibited**. Continuous use of houseboat mooring spots will only be allowed on the WMA between September 1 and March 16. Lease holders can have access to their sites only during that time period. The vessel must be removed from the site by March 16. Failure to meet this deadline will result in cancellation of leases and neither the leaseholder nor vessel will be allowed to participate in any Atchafalaya Delta WMA houseboat mooring programs for the following two years. The leaseholder will be charged a \$25 per day late fee for every day beyond March 16 that the houseboat

is not removed from the WMA. The leaseholder will not be allowed to participate in any future Atchafalaya Delta WMA houseboat mooring programs until these fees are paid in full.

- Sub-leasing of sites will be allowed. All sub-leasing must be approved by LDWF. New sub-lease holders will be required to pay LDWF directly the same amount as the original lease holder. All sub-leasing must occur between March 17 and May 31 (no exceptions will be granted). No one will be allowed to sub-lease a site until March 17, 2024. Sub-lease holders will also have to abide by the same protocol listed below under the substituting houseboats section concerning houseboat sizes, location and payments.
- Houseboat leases may be terminated by the houseboat owner at any time. However, lease fees are not reimbursable.
- New permit decals will be issued each year after lease fees are received by LDWF. The decals must be on the houseboats before they are transported to the WMA. Annual fees must be paid in full in advance of the use of houseboat mooring sites. Lease payments must be received by June 1 each year except for 2023. Please be aware that fees must be submitted with your bid for the 2023-2024 season.
- Only one houseboat (i.e., living space) will be permitted for each lease. Floating porches that do not provide living accommodations will also be permitted, but must be approved by LDWF. All permitted structures must fit “long ways” within designated areas. Porches or exterior features shall not be allowed to extend into the channel but must be attached on the ends of the houseboat adjacent to the canal banks.
- Leases will be tied to specific houseboats. Before moving a vessel to the WMA, owners must provide information about the vessel (length, width, contact information, registration numbers, etc.) and any other structures (description, length, etc.). This information must be included in the attached bid application form.
- Louisiana revised statutes and regulations require that all houseboats must be registered and have LA numbers displayed appropriately. In order for a houseboat to be eligible to participate in the Atchafalaya Delta WMA houseboat mooring lease program, it must be registered with LDWF. The current registration number must be included in the attached bid application form. Failure to meet this requirement may result in cancellation of lease.
- Houseboats moored on Atchafalaya Delta WMA must have a current permit from Louisiana Department of Health and Hospitals (LDHH) for the proper method of handling waste water. Additionally, all occupants of the houseboat must utilize the system when on Atchafalaya Delta WMA. Failure to meet these requirements may result in cancellation of lease and denial of any Atchafalaya Delta WMA houseboat mooring privileges for the following two years. The St. Mary Parish Office of LDHH can be contacted at 985-385-7018 for more information or to obtain a 2023 Renewal/Clearance permit.
- Substituting houseboats will not be permitted, unless approved by LDWF. No substitutions will be allowed between September 1 and March 16. Substitute houseboats of the same size or smaller must utilize the same pilings and pay the same amount as bid/leased. Larger substitute houseboats requiring additional pilings will have to relocate if bordered by other leaseholders and the current leaseholder will pay an increased amount for the additional required pilings (determined by the average price per piling bid/leased).
- There will be no deadlines for use of the lease once hunting season opens. Houseboat owners will be allowed to use the site at his/her discretion during the permitted mooring periods. Houseboats do not have to be left on the WMA for the entire season.
- All possessions, structures, docks, walkways, gear, lumber, etc. must also be removed from the site by March 16, each year. Failure to meet this deadline may also result in cancellation of lease and denial of any Atchafalaya Delta WMA houseboat mooring privileges for the following two years.
- Lease sites will be available at Log Island Pass at the Main Delta and at Campground Pass at the Wax Delta. No other areas/locations will be available for leasing at this time.
- Overnight mooring of vessels that provide lodging for hire are prohibited.
- The lease holder is liable for his/her vessel and will be liable for any actions, activities, accidents, etc. that occur at the lease site. Mooring is at the lease holder’s own risk. LDWF will not be liable.
- Lease holders will be responsible for salvage if their boat sinks or becomes stranded while on the WMA. If LDWF is forced to remove any vessel for any reason, the owner will be liable for the expense. LDWF strongly recommends that all vessels have an appropriate insurance policy.
- The remaining 60% of the available mooring sites will be issued via computerized lottery drawing. This will occur after the bid process is complete. Houseboat owners not successful at obtaining a lease via the bid process will be allowed to participate in the lottery process. A lottery will be available to all interested parties in June. Unsuccessful bidders must re-apply if interested in a lottery permit.

Bid information

- A minimum bid will be required for all lease sites. A minimum bid for two pilings will be \$330.00/season. A minimum bid for three to five pilings will be \$550.00/season.
- The first year bid amount must be submitted with the application. **Only check or money order** will be accepted. Checks must be made out to Louisiana Department of Wildlife and Fisheries.
- Payments from bidders that successfully secure a permit are non-refundable. Non-selected bidders' checks and money orders will be returned or destroyed.
- Bid application forms must be completed in entirety and signed. Any bid application forms received with incomplete information will not be processed.
- Fees for subsequent payment of annual lease fees will be submitted to the LDWF Lafayette Office. The address is 200 Dulles Drive, Lafayette, LA 70506. Fees for subsequent seasons are due June 1 of each year.

Winning bidders

- Only one winner allowed per household.
- Successful bidders will be notified by phone or letter.
- Lease agreements will be awarded for a total of five seasons (2023-24, 2024-25, 2025-26, 2026-27, and 2027-28) as long as houseboat owners comply with conditions specified in their agreements.

Do not submit a bid application form unless you understand the conditions listed above and have met the minimum criteria.

Additional bid application notifications and forms can be printed from LDWF's website at www.wlf.louisiana.gov/page/atchafalaya-delta, be requested by phone at 337-735-8667, or obtained via email by contacting lpcampbell@wlf.la.gov. If additional information is needed, please contact Tyson Crouch at tcrouch@wlf.la.gov or 337-735-8667 or Vaughan McDonald at vmcdonald@wlf.la.gov or 225-765-2708.

PLEASE BE AWARE: Completed bid application forms must be received by 2:00 pm on June 13, 2023 in room 240 of the LDWF Office at 2000 Quail Drive, Baton Rouge, LA 70898. Bid application forms can be mailed to LDWF Houseboat Bids, P.O. Box 98000, Baton Rouge, LA 70898-9000, Attn: Purchasing Department (Room 240). However, bidders are hereby notified that LDWF is not responsible for any delays caused by the bidder's chosen method of bid delivery. The U.S. Postal Service does not make deliveries to LDWF's physical location. Failure of bid to reach room 240 by the designated time and date shall result in rejection of the bid.

ATCHAFALAYA DELTA WILDLIFE MANAGEMENT AREA 2023-2028 HOUSEBOAT MOORING LEASE BID APPLICATION FORM

Name (first, middle, last): _____		
Address: _____	City: _____	State: _____
Zip: _____	Phone: _____	Phone (Cell/Other): _____
Email: _____	DOB: _____	Driver's license #: _____
Registration #: _____	Boat length: _____	Boat width: _____
Other structures (porches, floating docks, etc.): _____ Length: _____		

NOTES:

- Bid application forms received with incomplete information will not be processed.
- Houseboats must be registered with LDWF to be eligible to participate in the Atchafalaya Delta WMA houseboat mooring lease program. Current registration numbers must be included above.
- Houseboats moored on Atchafalaya Delta WMA must have a current permit for the proper method of handling waste water from Louisiana Department of Health and Hospitals (LDHH). Please contact the St. Mary Parish Office of LDHH (985-385-7018) to obtain a 2023 Renewal/Clearance permit or for more information.

Please fill in the following blanks about your preference for locations:

- **I WISH TO LEASE A HOUSEBOAT MOORING SITE ON THE _____ DELTA (WAX OR MAIN).**
- **MY FIRST PREFERENCE IS PILINGS # _____ THROUGH # _____. MY SECOND PREFERENCE IS PILINGS # _____ THROUGH # _____.**
- **I DESIRE _____ PILINGS TO SECURE MY VESSEL.**
- **I AM WILLING TO ACCEPT ANY PILINGS THAT ARE AVAILABLE ON THE WMA _____ (YES OR NO).**

Leaving blanks for preferred locations and piling numbers will be considered a “no preference” response. LDWF will assign mooring sites for any applicant that does not have a preference.

I OFFICIALLY BID \$ _____ PER SEASON FOR A HOUSEBOAT MOORING LEASE.

Payments must be submitted with this application (check or money orders only). Payments will be returned to unsuccessful bidders or destroyed.

I have reviewed and agree to all information in the corresponding houseboat mooring lease bid application notification. I certify that the information that I have provided in this bid application packet is correct and that falsification of this information may cause my application to be rejected and/or subject me to immediate dismissal from the LDWF houseboat mooring program.

Signature of Applicant

Date

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