

# Criteria for Partnership in Kayak Tours with the Friends of Washington Oaks Gardens State Park, Inc.

Anyone interested in partnering with the Friends of Washington Oaks Gardens State Park, Inc for the purposes of conducting Kayak related ecotourism based activities within the jurisdiction of the Faver-Dykes State Park must adhere to a strict set of guidelines as described herein. Periodic evaluations shall be made to make sure that any approved companies are abiding to these guidelines to maintain the safety, quality, and limited impact that are very much part of the existing kayak programs at Faver-Dykes State Park. These are minimum requirements for consideration purposes and adherence to them in no way constitutes a contract with the Friends of Washington Oaks Gardens State Park, Inc. Any company chosen to partner with the Friends of Washington Oaks Gardens State Park, Inc will be notified by the Friends of Washington Oaks Gardens State Park, Inc in writing and only then can they claim such partnership. All partnerships are for duration to be determined by the Friends of Washington Oaks Gardens State Park, Inc. All partnerships are reviewed annually. These guidelines are in addition to all applicable local, state, and federal rules and guidelines and not intended to supersede them. Any partnership may be terminated without cause.

**All programs must be low-impact and eco-educational. The Friends of Washington Oaks Gardens State Park, Inc is a non-profit organization dedicated to environmental research, education, and stewardship. The following are minimum requirements for consideration and subject to change without notice.**

## 1) Safety

- a) General Safety Guidelines
  - i) USCG approved life jackets (PFD's) must be worn at all times by all participants and guides while on the water.
  - ii) All PFD's must be equipped with a whistle.
  - iii) Any tour that will be on the water past sunset or when low visibility conditions exist must have lights on all kayaks that are visible ½ hour before dusk or during low visibility event.
  - iv) Participants shall not be involved in the loading or unloading of any equipment, at any time.
- b) Minimum Requirements for Guide to Participant Ratios (this is the number of **qualified guides** that will accompany groups on the water at all times)
  - i) 16 participant's maximum on the water at the same time.
  - ii) For groups of 1-8 participants, at least one guide must be used.
  - iii) For groups of 9-14 participants, at least two guides must be used.
  - iv) For groups of 15-16 participants, at least three guides must be used.
- c) Guide Safety Equipment (must be in the possession of guides at all times during kayak tours)
  - i) Lead guides must have a waterproof VHF radio.
  - ii) Each guide must have an extra paddle, a paddle float, a bilge pump, a marine first aid kit, and a waterproof cell phone.
  - iii) Each guide must possess current certification in First-Aid and CPR.

## 2) Equipment

- a) Kayaks must be no more than 4 years old.
- b) For groups of 5 or more, tandem kayaks must be used to limit environmental impact.
  - i) Kayaks must be of respectable industry standard Necky or Wilderness Systems or equivalent .
  - ii) Tandem Kayaks will be not less than 15' long by factory dimensions.
  - iii) Single Kayaks will not be less than 13' long.
- c) Renewal of all equipment including but not limited to kayaks, paddles, PFD's and any required safety equipment listed above.
  - i) Any equipment that is not up to standards set forth by best business practices shall be replaced or removed.

d) All participants shall expect and receive uniformity in equipment quality.

**3) Employees and Revenue**

a) Qualified Guides

- i) All guides must adhere to these guidelines to be determined to be **qualified guides**.
- ii) Guides must have completed the Coastal Module of the Florida Master Naturalist Program.
- iii) Guides must have current First-Aid and CPR certification.
- iv) Guides must be proficient in the use of all kayaks, safety, communication, and first aid equipment listed within these guidelines.

b) Employees

- i) No subcontractors can be used as guides.
- ii) Guides must be covered under the “partner company’s” insurance policy.
- iii) Payroll records must be made available to the Friends of Washington Oaks Gardens State Park, Inc for examination upon request.
- iv) All employees having direct contact with Faver-Dykes State Park kayak activity participants must wear identification with the “partner company” name in full view of participants at all times.

c) Payment

- i) No form of payment may be accepted by “partner companies” or their employees on Faver-Dykes State Park property.

**4) Insurance and Waiver Requirements**

a) **Written proof of insurance must be provided for consideration.**

b) Comprehensive General Liability including Protection and Indemnity Watercraft Liability.

c) Policy limits

- i) Each Occurrence-----\$1,000,000
- ii) Personal Injury-----\$1,000,000
- iii) General Aggregate -----\$3,000,000
- iv) Products-Comp/op Agg -----\$2,000,000

d) Endorsements

- i) Friends of the Washington Oaks Gardens State Park, Inc and Faver-Dykes State Park must be listed as additional insured’s.
- ii) Additional guides must be listed on an endorsement of the policy.

e) Participant waiver clause shall be approved by the Friends of Washington Oaks Gardens State Park, Inc.

**Procedure for submission for consideration**

A written request for consideration for partnership will be submitted on company letterhead to:

The Friends of the Washington Oaks Gardens State Park, Inc  
6400 N. Oceanshore Blvd.  
Palm Coast, FL 32137

Submissions will be reviewed by the Selection Committee to determine if they are complete. The Selection Committee will review all complete submissions and make a presentation to the Board at the next Board of Directors meeting regarding the partnership requests under consideration. .

Proof of all licensing, training, certification, and insurance listed above must accompany requests to be considered.