



**STATE OF LOUISIANA
DEPARTMENT OF CULTURE, RECREATION AND TOURISM
OFFICE OF STATE PARKS
REQUEST FOR INFORMATION
LAKE CLAIBORNE STATE PARK**

I. INTRODUCTION

A Public Private Partnership, or a P3, is a contract between a public agency and a private sector entity that grants a private sector entity the privilege and responsibility of providing a public good, facility, or service that has traditionally been provided and managed by a public entity. The goal of a P3 is to provide benefits to the public through value-added private sector engagement and to reduce the public agency's reliance on tax revenue. The benefits of P3s include job creation, design innovation, cost savings, revenue generation, transfer of risk, and optimization of resources and capabilities. P3s can be used for long-term operation and maintenance of infrastructure. Through a P3, public and private sectors can share skills, assets, resources, risks, and rewards in the improvement of services, facilities, and operations that fall within public agency's mission and statutory responsibility.

The anticipated continuing rise in the cost of other core functions of government has caused the Louisiana Department of Culture, Recreation and Tourism ("DCRT"), Office of State Parks ("OSP") to focus on the goal of becoming more self-sustaining and collaborative with the private sector to achieve public benefits. Thus, in order to improve the services, public amenities, and financial stability of Louisiana's State Parks system, there is a need for creative, collaborative, and entrepreneurial initiatives developed and implemented within the framework of the public and governmental functions and purposes of the OSP.

Like many public entities, the OSP often receives unsolicited proposals for projects to improve its facilities and operations. Under the leadership of Lieutenant Governor Billy Nungesser, the OSP proposes to periodically and formally invite private and public sector entities to submit their project ideas to add or improve facilities and/or services in the Louisiana State Parks system and/or increase revenue or improve cost savings and efficiencies for the Louisiana State Park system. Through the establishment and implementation of this Request for Information ("RFI"), the OSP hopes to cast a wide net, to encourage the submission of interesting and innovative concepts and ideas that will move the OSP toward greater self-sustainability and establish the Louisiana State Parks system as one of the best in the country.

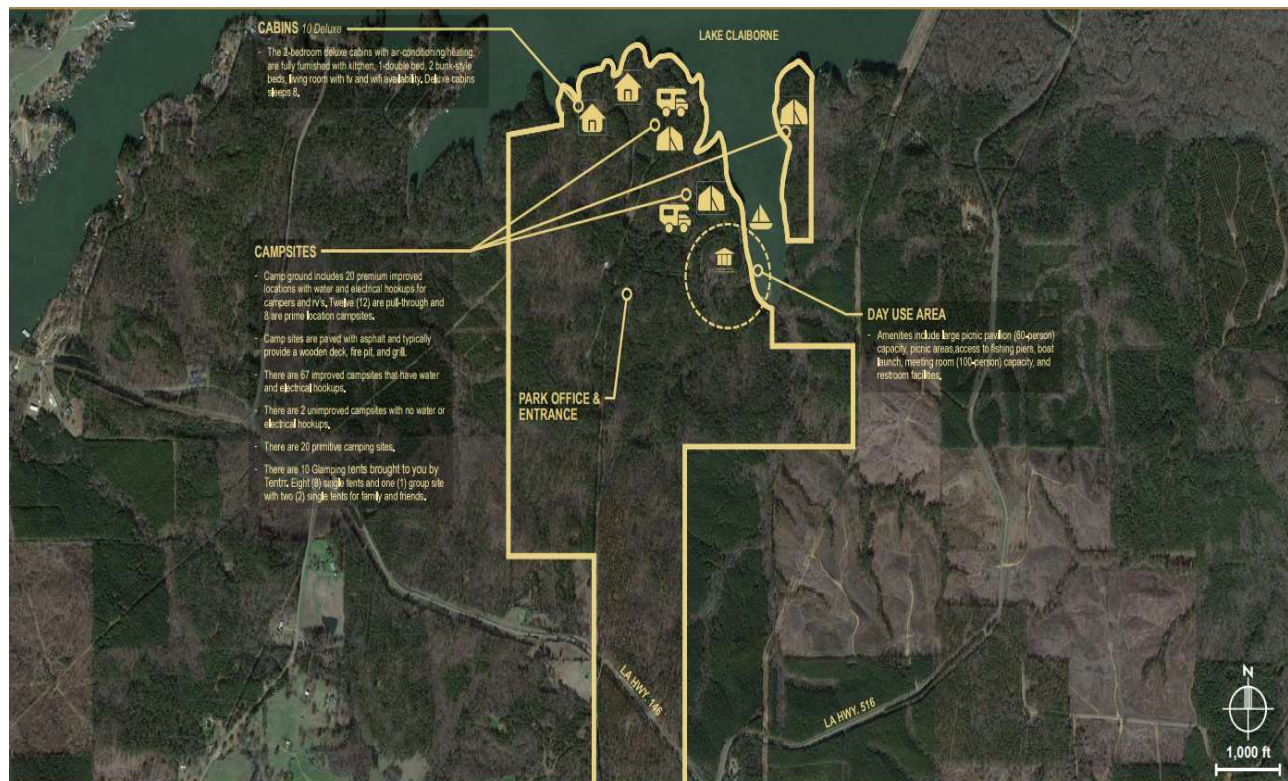
In this specific RFI, the OSP formally invites public and private sector entities to submit innovative project ideas to add or improve facilities, operations, or services at Lake Claiborne State Park (the “Park”) and/or increase revenue or increase cost savings and efficiencies for the Park. This initiative aims to bolster the Park's offerings, increase revenue, and enhance visitor experiences through creative collaboration, while reducing dependence on public funds.

II. LAKE CLAIBORNE STATE PARK

Established in 1967, Lake Claiborne State Park encompasses 617 acres of scenic woodlands within Louisiana’s “Sportsman’s Paradise” region. The Park attracts visitors for its outstanding outdoor recreation and natural beauty, including swimming, fishing, birding, boating of all kinds, waterskiing, camping, hiking, disc golf (the Park offers the #1 and #2 ranked disc golf courses in Louisiana), or just plain relaxing and enjoying the unsurpassed natural beauty. For those who enjoy fishing, the freshwater Lake Claiborne was lavishly stocked with largemouth bass, bluegill sunfish, channel catfish, black crappie, striped bass, chain pickerel, bream, and white perch. At full reservoir level, Lake Claiborne has a surface area of 6,400 acres and ecologists hail its excellent water quality. The Park also offers a sandy beach, which is situated on an inlet of the lake and is protected from boats and waterskiers.



Below please find a satellite photograph of the Park that identifies: (i) particular points of interest currently located throughout the Park (e.g., Cabins, Campsites, Boat Launch, Meeting Room, Park Entrance, etc.); and (ii) the Park's boundaries:



Currently, the Park offers ten (10) cabins, eighty-nine (89) campsites, a meeting room, a boat launch, fishing pier, picnic area, pavilions, disc golf courses, playground, nature trail, and a beach. There are no fixed restaurant or foodservice options for Park visitors.



III. LAND AND WATER CONSERVATION FUND RESTRICTIONS

The entire Park is a Land and Water Conservation Fund (“LWCF”) site. Thus, to avoid conversion, any project within an LWCF site must qualify as serving “public outdoor recreation purposes” as defined in the LWCF Act. Otherwise, the DCRT/OSP will be required to purchase and operate replacement land (the “replacement land”) to offset the loss. To be an eligible “public outdoor recreation” project, the project must meet all LWCF requirements, including standards of maintenance, public use, and accessibility; the location of the project must be clearly identified as owned and operated as a public outdoor recreation facility and operated as a lessee/concessioner; all fees must be competitive with similar private facilities; and all documentation must include LWCF compliance requirements and anti-discrimination language. If there is a conversion of use, the replacement land may not be property that was originally acquired, dedicated, or managed for recreational purposes while in public ownership; no federal assistance may have been used in the replacement land’s original acquisition (unless the assistance was provided under a program expressly authorized to match or supplement LWCF assistance); and the selling agency is required by law to receive payment for the land so acquired.

Furthermore, Federal permitting and mitigation issues at the Park may also impact your proposed project, such as wetlands on site, endangered species, and archaeological resources. Local and state permits may also be required, including but not limited to occupancy, restaurant, construction, utilities, sewerage, traffic impact, and other permits. Please keep all LWCF, federal, state, and local restrictions, regulations, and permitting in mind when submitting your project proposal.

IV. OVERVIEW OF THE PROCEDURE

A. In this RFI, the OSP is undertaking a process of soliciting any and all project ideas that are reasonably likely to benefit the Park, and, as a result, the citizens of and visitors to Louisiana.

B. This RFI informs interested parties how to submit their project ideas.

C. The OSP will review the responses to the RFI. For the purposes of this RFI, project ideas shall be limited to those projects that support the mission and public purposes of the OSP and do not require an expenditure of public funds.

V. ELIGIBLE PROJECT IDEAS AND OSP OBJECTIVES

A. ELIGIBLE PROJECTS - Proposed ideas should fulfill one or more of the OSP Objectives (as defined below) for the Park, and may include, without limitation:

1. Enhanced activities, programming (e.g., educational, eco-tourism), services and products;
2. Construction of new facilities and/or the renovation, improvement, enhancement, maintenance, and/or modifications of existing facilities and other improvements;
3. Cost savings proposals;
4. Management proposals;

5. Infrastructure projects;
6. Any other innovative or creative project ideas that will improve services and/or facilities and/or result in revenue generation and/or cost savings for the OSP.

B. OSP OBJECTIVES - The OSP Objectives in soliciting information for this RFI are:

1. To promote the OSP mission;
2. To achieve the proper balance of preservation and utilization of the Park to allow the OSP to better fulfill its mission while also becoming more financially self-sustaining;
3. To better serve the needs of visitors to the Park through collaborations between public officials and entities, private individuals and organizations, businesses, nonprofits, and other interested parties and stakeholders;
4. To demonstrate efficient long-range planning, resource management and innovative approaches to delivering first-class, eco-friendly services and activities with sustainable, fiscally-sound business practices to the Park;
5. To increase the public awareness of the benefits and resources of the Park;
6. To generate additional revenues or cost savings for the Park and the OSP;
7. To be a laboratory for innovation and creativity in providing activities, programming, facilities, goods, and services that are sustainable, appropriate to the OSP site's purpose, and otherwise improve the Park;
8. To engage Louisiana resources and employees in connection with the proposed project or as a result of the proposed project;
11. To ensure additional competitive processes are utilized in connection with the implementation of a project (such as the use of competitive processes in the selection of subcontractors and other parties to be engaged in the project);
12. To avoid disruption and/or any adverse or harmful impact on the Park and/or local businesses; and
13. To generate other public benefits for the Park within the parameters of the OSP's authority and responsibility.

VI. REQUESTS FOR INFORMATION (RFI) PROCEDURE

A. PURPOSE - The RFI procedure is designed to obtain and to encourage innovation and creativity, and to provide a platform for interested parties to present their ideas.

B. REQUEST FOR PROPOSALS AFTER RFI – After receipt and review of the responses to the RFI, the OSP may prepare a Request for Proposals (RFP) if necessary.

C. WEBSITE - The OSP maintains <https://www.opportunitiesinlouisiana.com> which provides information on OSP Properties for public access. Prior to issuance of an RFI, OSP shall verify the website has been fully reviewed and updated to ensure that interested parties have the most current and complete data regarding the OSP properties.

D. PROJECT SUGGESTIONS – The RFI response should provide and explain the following:

1. A description of the project, including variations and alternatives, which may include innovative concepts and/or add-ons;
2. Identification and description of how the project will meet one or more of the OSP Objectives, the OSP public purposes, and is otherwise eligible for consideration through this Procedure;
3. The proposed term for a contract resulting from the RFI or RFP and schedule for implementation of the project within that term;
4. The proposed location(s) for the project within the Park, with property size and descriptions;
5. The responder's approach and methodology to develop and implement the project, including, as necessary or useful, market research, community outreach, use of competitive processes to select sub-contractors, systems for quality control, financial management and reporting, etc.;
6. A description or list of the licenses, permits, regulatory requirements necessary to develop and implement the project;
7. The responder's security for performance and implementation of the project;
8. The projected financial and economic impact of the project on the Park, the OSP, the state and local communities, and Louisiana businesses;
9. The proposed revenue sharing proposal, if any; and
10. Other relevant information to fully describe the proposed project.

E. RESPONDER'S QUALIFICATIONS FOR RFI RESPONSE – The RFI response should explain why the responder is qualified to implement the project ideas, such as:

1. Background information about the responder's qualifications and experience, including experience with other P3 projects generally and the proposed project specifically;
2. A description of the responder's team structure and the team members' relevant qualifications, experience, licenses, and certifications required or useful to develop and implement the proposed project;
3. Attestation and/or verification that the responder is eligible and able to enter into a contract with the OSP.

For example, the responder must be in good standing with the Louisiana Secretary of State; must not be delinquent on taxes; must not be debarred, must possess and/or be able to obtain for the duration of the resulting contract insurance of the types and in the amounts set forth in the *Louisiana Office of*

Risk Management Procedures Manual for Insurance Requirements in Contracts and Indemnification Agreements; must agree to the standard provisions and requirements of state contracts; must agree to comply with applicable provisions of law, including but not limited to public records law, the provisions of the Code of Governmental Ethics, legal restrictions that pertain to the use of OSP properties, and other applicable rules and regulations.

F. ANTICIPATED CONTRIBUTION FROM OSP –The RFI response should also include what OSP resources are required for the project, such as:

1. Use of the Park or the OSP's immovable property (e.g., through a lease, right of use agreement, etc.);
2. Inclusion of the responder's reservable facilities or services in the OSP's reservation system;
3. Connection to the Park or the OSP's utilities, including Wi-Fi;
4. Assistance with marketing, promotions, and communications; technical assistance with strategies to integrate the proposed project into the master plan for the Park and/or the OSP's strategic plan; etc.

G. CONFIDENTIAL INFORMATION - If the responder's response contains confidential information, the responder should also submit a redacted copy of their response along with their original response. The redacted copy of the response will be the copy produced by the State if a person seeks review or copies of the responder's response. **If the responder does not submit a redacted copy, it will be assumed that any claim to keep information confidential is waived.**

Responder shall be prepared to defend the reasons why the material should be held confidential. By submitting a response with data, information, or material designated as containing trade secrets and/or privileged or confidential proprietary information, or otherwise designated as "confidential," the responder agrees to indemnify (including attorney's fees) the State and hold the State harmless against all actions or court proceedings that may ensue, which seek to order the State to disclose responder's information.

H. CONSENT AND RELEASE - The RFI responses will become public record unless the responder designates certain contents of its response as confidential and the document(s) fit within an exemption or exception under public records law.

I. OBLIGATION - The RFI does not obligate the OSP to enter into a contract to carry out any project. Upon review of the responses to the RFI, the OSP has the discretion to issue a competitive solicitation to implement any of the ideas contained in the responses to the RFI.

J. ADMINISTRATIVE INFORMATION - Responders may submit written inquiries to the RFI Coordinator via email according to the Schedule of Events provided herein.

The OSP shall provide responses to all written inquiries, according to the Schedule of Events, in the form of an RFI addendum, posted to the OSP website at: <http://www.opportunitiesinlouisiana.com>

1. Requests for copies of the RFI and written questions or inquiries must be directed to the RFI coordinator:

Brett Sandifer, Attorney
Office of State Parks
P.O. Box 44426
Baton Rouge, LA 70804-4426
Phone: 225-342-1426
Fax: 225-342-8107
Email: bsandifer@crt.la.gov

2. All communications relating to this RFI must be directed to the RFI Coordinator named above. All communications between responders and OSP staff members concerning this RFI will be strictly prohibited.

This RFI is available in PDF format at the following web link: <http://www.opportunitiesinlouisiana.com>

K. SCHEDULE OF EVENTS - All responses must be received according to the following schedule. The OSP reserves the right to revise this Schedule of Events at any time.

Schedule of Events		
Public Notice of RFI	July 4, 2025 – August 7, 2025	
Deadline for Responder Inquiries	August 15, 2025	4:00 PM CT
Deadline for OSP Response to Inquiries	August 31, 2025	
Deadline for Receipt of RFI Responses	October 1, 2025	4:00 PM CT

1. Response Submission

Response submissions must include two (2) hard copies and submitted via U.S. Mail, courier, or hand-delivered to:

If courier mail or hand-delivered

Brett Sandifer, Attorney
Office of State Parks
1051 N. Third Street, Suite 321
Baton Rouge, LA 70802

If delivered by U.S. Mail

Brett Sandifer, Attorney
Office of State Parks
P.O. Box 44426
Baton Rouge, LA 70804-4426

If electronic submission:

Follow the instructions listed at
<http://www.opportunitiesinlouisiana.com>.

All responses must be received by the due date and time indicated on the Schedule of Events. Responses that are not received or received after the due date and time may not be considered. It is the sole responsibility of each responder to ensure that its response is received at the specified location prior to the deadline.

All responses become the property of the State and will not be returned to the responder. The State retains the right to use any and all ideas or adaptations of ideas contained in any document received in response to this solicitation. All responses received become subject to the Louisiana Public Records Act.

2. Format of Response

All responses shall be submitted in hardcopy and digital format (PDF or Word is required), not to exceed 90 pages, in 12pt. or larger size font according to the following outline:

- Administrative Information
Responder shall provide the following administrative information:
 - Company Name
 - Division/Location
 - Headquarters Location
 - Total Number of Employees
 - Contact Name
 - Title
 - Email Address
 - Phone Number
- Corporate Background and Experience
Responder shall provide a brief description of their company, including a brief history, corporate structure, and organization and the number of years in business.
- Business Model for Contracting of Services
Responder shall describe its approach to a contract for its services should it be awarded a contract through a subsequent RFP, but without providing any cost information in its response.
- Approach and Methodology
Responder shall describe its proposed solution including delivery of services.
- Implementation Timeframe of Solution
Responder shall indicate the minimum timeframe from contract execution to full implementation for its solution, inclusive of hardware and software acquisition, configuration, design, development and testing.

***No cost information shall be included in this RFI response.**

L. OPTIONAL DISCUSSION SESSION

To ask questions or obtain additional information, the OSP reserves the right at its sole discretion to conduct a structured “discussion” with responders to this RFI. An agenda, specific questions, and other expected topics for discussion will be e-mailed to the responder prior to the discussion. Responders may be asked to give a presentation/demonstration.