



**STATE OF LOUISIANA
DEPARTMENT OF CULTURE, RECREATION AND TOURISM
OFFICE OF STATE PARKS
REQUEST FOR INFORMATION
DISASTER CLEANUP AND EMERGENCY MANAGEMENT SERVICES**

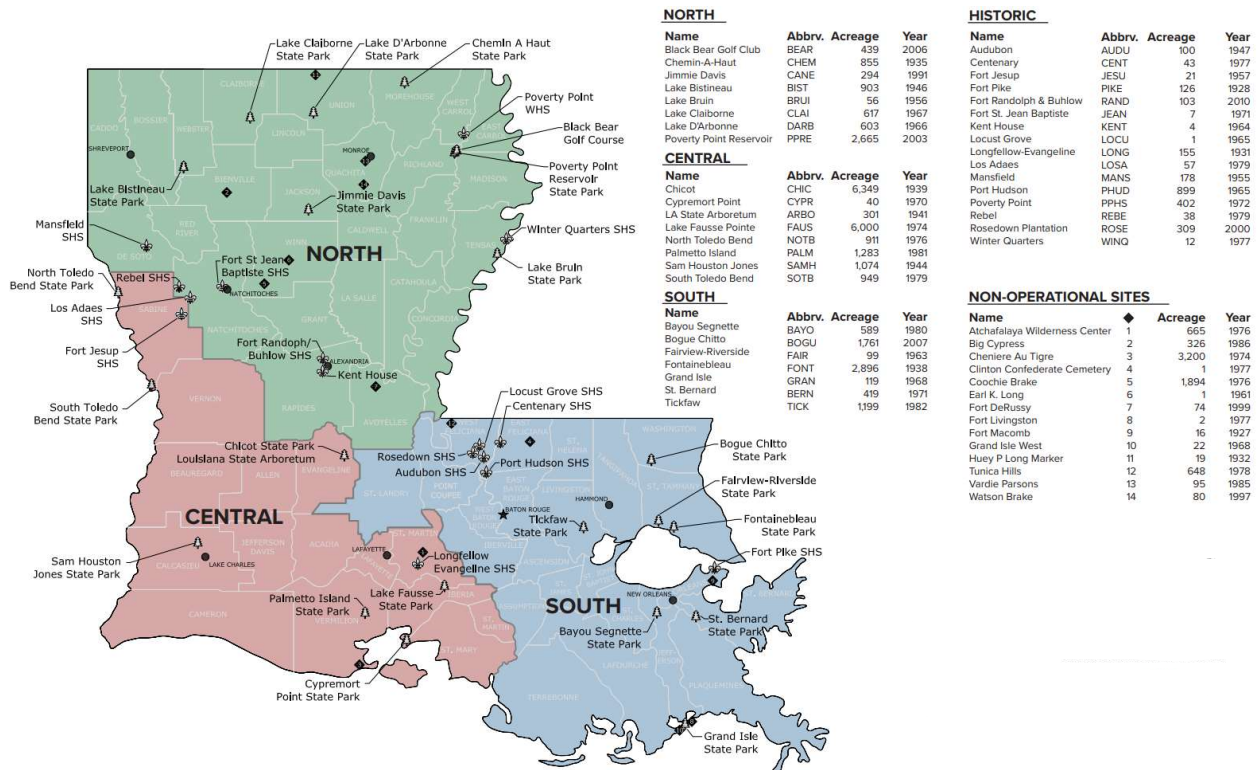
I. INTRODUCTION

The Louisiana Department of Culture, Recreation and Tourism, Office of State Parks (the “DCRT-OSP”) operates 21 state parks, 14 historic sites, and a preservation area that comprises 45,000 acres, 110 miles of roads, and 1.2 million square feet of rentable facilities (collectively, the “Louisiana State Park System”) that welcomed over 2 million visitors in 2024. The anticipated continuing rise in the cost of other core functions of government has caused the DCRT-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 the Louisiana State Park 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 DCRT-OSP.

Like many public entities, the DCRT-OSP often receives unsolicited proposals for projects to improve its facilities and operations. Under the leadership of Lieutenant Governor Billy Nungesser, the DCRT-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 Park 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 DCRT-OSP toward greater self-sustainability and establish the Louisiana State Park System as one of the best in the country.

Natural and man-made disasters (hereafter a “disaster” or “disasters”) present an ongoing and evolving threat to the Louisiana State Park System that must be addressed with expedient resolve immediately after an occurrence. For these reasons, this RFI seeks innovative ideas for efficient, on-call disaster recovery, debris cleanup, down tree removal, and emergency management consultant services in preparation for, during, and/or after the occurrence of a disaster.¹

¹ Natural Disaster – examples are hurricane/storm, wildfire, flooding, drought.



II. OVERVIEW OF THE PROCEDURE

A. In this RFI, the DCRT-OSP is undertaking a process of soliciting any and all project ideas that are reasonably likely to benefit the Louisiana State Park System, 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 DCRT-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 DCRT-OSP.

III. ELIGIBLE PROJECT IDEAS AND DCRT-OSP OBJECTIVES

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

1. Enhanced activities, services and products for disaster preparation, cleanup, and recovery;
2. Cost savings related to disaster preparation, cleanup, and recovery;
3. Consulting services to maximize FEMA Public Assistance eligibility and reimbursement following a disaster;

Man-made Disaster – examples are chemical/hazardous materials incident, industrial/infrastructure failures, terrorist attacks, civil unrest, nuclear/radiological events.

4. Consulting services to assist the DCRT with insurance compliance and reimbursement following a disaster;
5. Consulting services to assist with GOHSEP and FEMA program compliance, including but not limited to cost estimates, request for public assistance, quarterly reports, DHS-OIG audits, RFIs, time extensions, insurance issues, ICCs, appeals, data collection, and arbitrations before, during, and after the occurrence of a disaster;
6. Consulting services related to disaster preparation, cleanup, and recovery management;
7. On call and in place services for debris cleanup and tree removal immediately following a disaster;
8. Housing services for displaced persons, disaster recovery personnel, and/or DCRT-OSP staff before, during, and/or after a disaster;
9. Feeding services for displaced persons, disaster recovery personnel, and DCRT-OSP staff before, during, and/or after a disaster;
10. Archaeologic monitoring consulting services before, during and/or after a disaster, as necessary;
11. On-site monitoring services of truck load/volume after a disaster; and
12. Any other innovative or creative project ideas that will improve services and/or facilities and/or cost savings for the DCRT-OSP and the Louisiana State Park System in disaster preparation, cleanup, and recovery.

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

1. To promote the DCRT-OSP mission;
2. To achieve the proper balance of preservation and utilization of the Louisiana State Park System to allow the DCRT-OSP to better fulfill its mission while also becoming more financially self-sustaining;
3. To better serve the needs of visitors to the Louisiana State Park System 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 Louisiana State Park System;
5. To increase the public awareness of the benefits and resources of the Louisiana State Park System;
6. To generate cost savings for the DCRT-OSP;
7. To be a laboratory for innovation and creativity in providing activities, programming, facilities, goods, and services that are sustainable, appropriate to the DCRT-OSP purpose, and otherwise improve the Louisiana State Park System;
8. To engage Louisiana resources and employees in connection with disaster preparation, cleanup, and recovery;

9. 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 contractors and other parties to be engaged in disaster preparation, cleanup, and recovery);
10. To avoid disruption and/or any adverse or harmful impact on the Louisiana State Park System, the population, and/or local businesses before, during, and after a disaster; and
11. To generate other public benefits for the Louisiana State Park System within the parameters of the DCRT-OSP's authority and responsibility.

IV. 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 DCRT-OSP may prepare a Request for Proposals (RFP) if necessary.

C. WEBSITE - The DCRT-OSP maintains <https://www.opportunitiesinlouisiana.com> which provides information on the Louisiana State Park System for public access. Prior to issuance of an RFI, the DCRT-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 Louisiana State Park System.

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

1. A description of the project or services offered, including variations and alternatives, which may include innovative concepts and/or add-ons;
2. Identification and description of how the project or services will meet one or more of the DCRT-OSP Objectives, the DCRT-OSP public purposes, and is otherwise eligible for consideration through this Procedure;
3. The proposed term for a contract resulting from this RFI or subsequent RFP and schedule for implementation of the project or services within that term;
4. The proposed location(s) for the project or services within the Louisiana State Park System, with property size and descriptions;
5. The responder's approach and methodology to develop and implement the project or services, 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 or services;

7. The responder's security for performance and implementation of the project or services;
8. The projected financial and economic impact of the project on the Louisiana State Park System, the DCRT-OSP, the state and local communities, and Louisiana businesses;
9. A proposed revenue sharing proposal, if any; and
10. Other relevant information to fully describe the proposed project or services.

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 disaster preparation, cleanup, and recovery generally and the proposed project or services 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 or services;
3. Attestation and/or verification that the responder is eligible and able to enter into a contract with the DCRT-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 THE DCRT-OSP –The RFI response should also include what DCRT-OSP resources are required for the project or services, such as:

1. Use of any specific park or historic site within the Louisiana State Park System or the DCRT-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 DCRT-OSP's reservation system;

3. Connection to a park's, historic site's, or the DCRT-OSP's utilities, including Wi-Fi;
4. Assistance with marketing, promotions, and communications; technical assistance with strategies to integrate the proposed project or services into the master plan for the Louisiana State Park System and/or the DCRT-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 DCRT-OSP 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 DCRT-OSP and hold the DCRT-OSP harmless against all actions or court proceedings that may ensue, which seek to order the DCRT-OSP 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 DCRT-OSP to enter into a contract to carry out any project. Upon review of the responses to the RFI, the DCRT-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 DCRT-OSP shall provide responses to all written inquiries, according to the Schedule of Events, in the form of an RFI addendum, posted to the DCRT-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 DCRT-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	September 10, 2025 – October 10, 2025	
Deadline for Responder Inquiries	October 15, 2025	4:00 PM CT
Deadline for OSP Response to Inquiries	October 22, 2025	
Deadline for Receipt of RFI Responses	October 31, 2025	4:00 PM CT

1. Response Submission

Response submissions shall 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: Please submit directly to bsandifer@crt.la.gov or 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 DCRT-OSP and will not be returned to the responder. The DCRT-OSP 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 the project or 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.

L. OPTIONAL DISCUSSION SESSION

To ask questions or obtain additional information, the DCRT-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.