



**STATE OF LOUISIANA
DEPARTMENT OF CULTURE, RECREATION AND TOURISM
OFFICE OF STATE PARKS
REQUEST FOR INFORMATION
CABINS, COTTAGES, AND OTHER LODGING FACILITIES**

I. INTRODUCTION

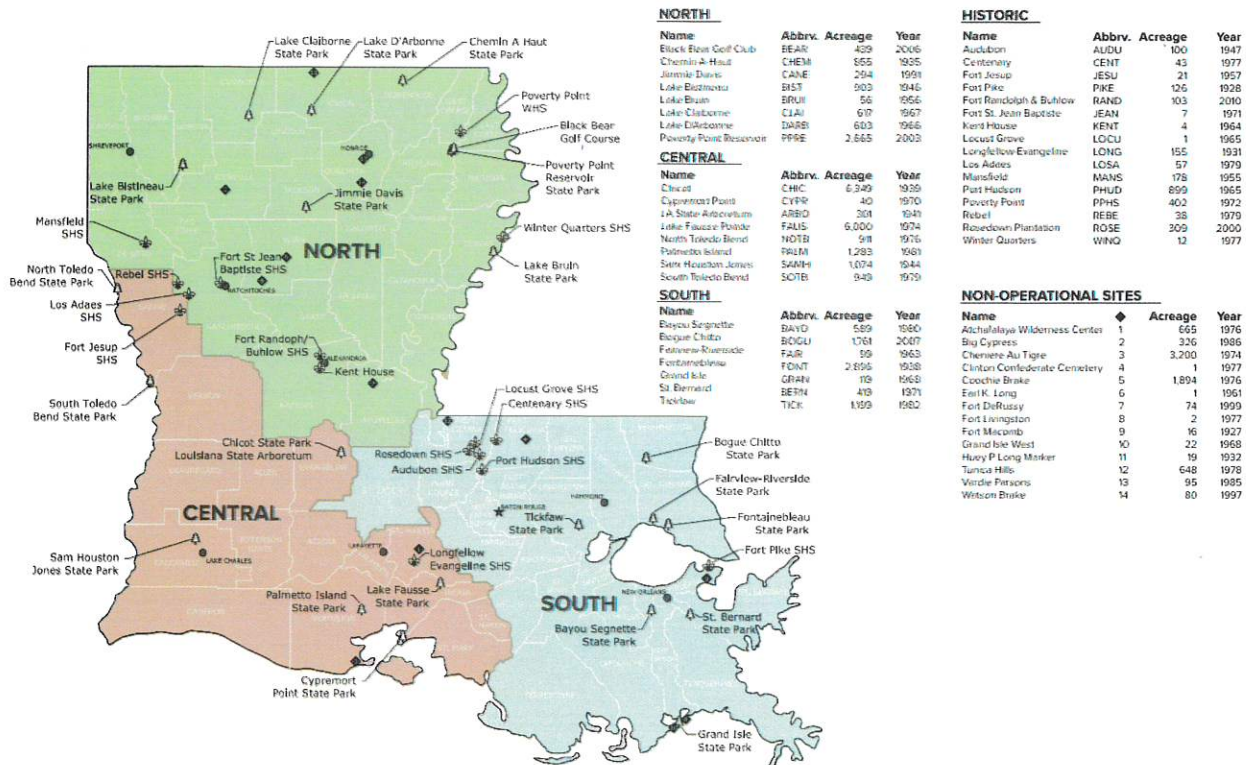
A Public Private Partnership, or a P3, is a contract between a public agency and a private sector entity that grants a private sector entity the privilege and responsibility of providing a public good, facility, or service that has traditionally been provided and managed by a public entity. The goal 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 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.

In this specific RFI, the DCRT-OSP formally invites public and private sector entities to submit innovative project ideas to add or improve cabins, cottages, and other lodging facilities at any state park within the Louisiana State Park System (each a "Park," collectively "Parks"). This initiative aims to bolster the Louisiana State Park System's offerings, increase revenue, and enhance visitor experience through creative collaboration, while reducing dependence on public funds.



II. OVERVIEW OF THE PROCEDURE

A. In this RFI, the DCRT-OSP is undertaking a process of soliciting any and all project ideas for cabins, cottages, and other lodgings that are reasonably likely to benefit the Louisiana State Park System, and, as a result, the citizens of and visitors to Louisiana with additional cabins, cottages, and other lodging facilities to stay at when visiting a Park.

B. This RFI informs interested parties how to submit their project ideas from public and private entities for the purpose of entering into a Cooperative Endeavor Agreement ("CEA") or Lease to construct or install cabins, cottages, or other lodging facilities at any or all of the Parks.

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 DETAILS AND DCRT-OSP OBJECTIVES

A. ELIGIBLE PROJECT DETAILS - Proposed ideas should include but not be limited to the following details to fulfill one or more of the DCRT-OSP Objectives (as defined below) for the Louisiana State Park System:

1. Description, measurements, and pictures/renderings of the proposed cabins, cottages, or other lodging facilities that would be constructed or installed;
2. A list of Parks that the cabins, cottages, or other lodging facilities would be constructed or installed at;
3. The proposed location(s) within the Park(s) where the cabins, cottages, or other lodging facilities would be constructed or installed;
4. The responder's approach and methodology to develop and implement their project, including, as necessary or useful, market research, community outreach, use of competitive processes to select sub-contractors, systems for quality control, and financial management and reporting;
5. A description or list of the licenses, permits, regulatory requirements necessary to develop, construct, or install the cabins, cottages, or other lodging facilities;
6. The responder's security for construction or installation of the cabins, cottages, or other lodging facilities;
7. Proposed rates to be charged to Park visitors for an overnight stay at the cabins, cottages, or other lodging facilities;
8. A list and description of any other services that may be provided in addition to building or installing cabins, cottages, or other lodging facilities;
9. A description of how electricity, water, cable, and internet would be provided and paid for upon successful construction or installation of the cabins, cottages, or other lodging facilities;
10. A proposed schedule or timeline of when the cabins, cottages, or other lodging facilities or services will go live or be offered to the public;
11. A proposed percentage of gross revenue to be remitted to the DCRT-OSP should a CEA or lease be awarded;
12. Estimated annual revenue stream from the cabins, cottages, or other lodging facilities and/or services;
13. Desired duration of a CEA or lease;
14. A statement of whether you would be willing to donate the cabins, cottages, or other lodging facilities to the DCRT-OSP upon entering into a CEA after a certain period of time; and
15. Other relevant information to fully describe the proposed project.

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

1. To promote the DCRT-OSP's 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 cabins, cottages, lodging facilities, 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 revenue and 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 creating more lodging choices and related services for the Louisiana State Park System;
11. To ensure additional competitive processes are utilized in connection with the construction or installation of cabins, cottages, and other lodging facilities within the Parks (such as the use of competitive processes in the selection of subcontractors and other parties to be engaged in the project); and
13. 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 this 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. 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 constructing or installing cabins, cottages, and other lodging facilities, and P3 projects generally;

2. A description of the responder's team structure and the team members' relevant qualifications, experience, licenses, and certifications required or useful to construct or install cabins, cottages, or other lodging facilities;
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 the Parks, and other applicable rules and regulations.

E. ANTICIPATED CONTRIBUTION FROM OSP –The RFI response should also include what DCRT-OSP resources are required for construction or installation of cabins, cottages, or other lodging facilities, such as:

1. Use of a Park's or the DCRT-OSP's immovable or movable 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 the Park'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 into the master plan for the Park and/or the DCRT-OSP's strategic plan; etc.

F. 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.

G. 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.

H. 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.

I. 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>

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

Schedule of Events		
Public Notice of RFI	October 28, 2025 – November 27, 2025	
Deadline for Responder Inquiries	December 12, 2025	4:00 PM CT
Deadline for OSP Response to Inquiries	January 2, 2026	
Deadline for Receipt of RFI Responses	January 30, 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 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.
- Approach and Methodology
- Responder shall describe its proposed project idea including delivery of services.
- Implementation Timeframe of project idea
- Responder shall indicate the minimum timeframe from contract execution to full implementation for its project idea, inclusive of hardware and software acquisition, configuration, design, development and testing.

- **RESPONDER SHALL ALSO COMPLETELY FILL OUT THE “SCHEDULE OF OFFERINGS” SPREADSHEET, WHICH IS ATTACHED HERETO.**

K. 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.

SCHEDULE OF OFFERINGS

[illegible]