

**STATE OF WYOMING
DEPARTMENT OF STATE PARKS & CULTURAL RESOURCES
DIVISION OF STATE PARKS, HISTORIC SITES & TRAILS
2301 CENTRAL AVENUE
BARRETT BUILDING, 4TH FLOOR
CHEYENNE, WYOMING 82002**

REQUEST FOR INFORMATION

FOR

**DEVELOPMENT OF CONCESSION MANAGEMENT OPPORTUNITIES
AT HOT SPRINGS STATE PARK
51 HIGHWAY 20 NORTH
LOCATED IN THERMOPOLIS, WYOMING**

**RESPONSE DUE DATE AND TIME
October 29, 2021 at 2:00 P.M.**

**MAIN POINT OF CONTACT: KEVIN SKATES
TELEPHONE NO. OFFICE (307) 864-2176
CELL (307) 921-2057**

**DISTRICT 2 MANAGER: BROOKS JORDAN
TELEPHONE NO. Office (307) 469-2234**

**CONCESSIONS & REVENUE MANAGER: JULIE HUNTLEY
TELEPHONE NO. (307) 777-6025**

TABLE OF CONTENTS
R.F.I. for Concession Development at Hot Springs State Park
located in Thermopolis, Wyoming
Wyoming Department of State Parks & Cultural Resources
Division of State Parks, Historic Sites, and Trails

	PAGES
REQUEST FOR INFORMATION	3
1. Submission of Information	3
2. Modifications or Withdrawal of Information	3
3. Preparation of Information	3-4
SPECIAL PROVISIONS	5
1. Purpose of RFI	5
2. Objectives of RFI	5
3. Owner	5
4. Confidentiality	6
5. Background, Location, Features, Core Infrastructure, Visitation, Mineral Water	6-8
6. Project Overview and Site Visits	9
7. Information Requested	9-10
8. Dates	10
9. Submitting Instructions	10
10. State of Wyoming Contacts and Site Visits	10
11. Disclaimer	11
12. Preparation Costs	11
13. References	11
14. Company Contact	11
15. Authorization	12

LINKS:

Map and Brochure: <https://wyoparks.wyo.gov/index.php/maps-hot-springs#>

Master Plan:

<https://wyoparks.wyo.gov/index.php/learn/state-use-planning-documents#645-hot-springs-state-park-master-plan-2016>

REQUEST FOR INFORMATION

1. SUBMISSION OF INFORMATION

Sealed packets, one (1) original hard copy with one (1) electronic flash drive in PDF format will be received to provide information for the development, operations, and maintenance of concession facilities and provide year-round commercial services to the public at Hot Springs State Park (Site).

Packets must be sent to: Department of State Parks & Cultural Resources, Division of State Parks, Historic Sites & Trails, Attention: Julie Huntley, CPM, Concessions & Revenue Manager, 2301 Central Avenue, Barrett Building, 4th Floor, Cheyenne, Wyoming, 82002 by **October 29, 2021, 2:00 p.m.**, at which time they will be publicly opened.

NOTE: Packages not containing one original copy and one flash drive formatted to PDF will be rejected.

- 1.1. No information will be considered which is not accompanied by the enclosed Special Provisions Form, which must be signed by the proper official of the firm. Forms **will not** be accepted by Fax.
- 1.2. Information must be received in the office of the Department of State Parks & Cultural Resources, Division of State Parks, Historic Sites & Trails (SPHST) on or before the time and date specified. Information received after the time specified will not be considered.
- 1.3. Information received is restricted and not publicly available until after SPHST distributes a Request for Proposal.

2. MODIFICATIONS OR WITHDRAWAL OF INFORMATION:

- 2.1. Information that is in the possession of SPHST may be altered by a letter bearing the signature or name of the authorized person, provided it is received PRIOR to the deadline. FAX, telephone, or verbal alterations will not be accepted. Email notification of modifications or withdrawal will be accepted.
- 2.2. Information that is in the possession of SPHST may be withdrawn by the proposer up to the time of the opening.

3. PREPARATION OF INFORMATION:

- 3.1. Information may or may not be considered which modifies, in any manner, any of the provisions or requirements outlined in this RFI.

- 3.2. At this point in time, respondents are requested to submit general price ranges or cost information **to be used for reference only**.
- 3.3. Respondents are expected to examine special provisions, specifications, schedules, and instructions included in this RFI. Failure to do so will be at the respondent's risk.
- 3.4. If respondents are unable to respond through submission of information or unable to provide an offer to this RFI but wish to remain on the mailing list, please email the request to: julie.huntley@wyo.gov.
- 3.5. This RFI is issued solely for information and planning purposes and does not constitute a solicitation for services at this time.

4. RESPONDENT INFORMATION:

- 4.1. SPHST hereby notifies all respondents that it will affirmatively insure that minority business enterprises will be afforded full opportunity to submit information in response to this invitation and will not be discriminated against on the grounds of age, race, color, sex, creed, national origin, or disability.
- 4.2. SPHST reserves the right to reject any or all information packets, to waive any informality or technical defect in the responses, if deemed to be in the best interest of the State and/or SPST to do so.

DATED THIS 22nd DAY OF JUNE, 2021.

STATE OF WYOMING
Julie Huntley, CPM
Concessions & Revenue Manager
DEPARTMENT OF STATE PARKS & CULTURAL
RESOURCES DIVISION OF STATE PARKS,
HISTORIC SITES & TRAILS

SPECIAL PROVISIONS

1. PURPOSE OF RFI

The purpose of this RFI is to generate ideas for improvements, offerings, and amenities that could be developed to enhance the business management opportunities at the Hot Springs State Park which is located in Thermopolis, Wyoming. This RFI is to solicit information and concession possibilities that meet or exceed industry standards from potential vendors who may be able to satisfy SPHST's development plans.

Ideas, suggestions, and options for possible concession management opportunities or combinations of opportunities are being requested and will be considered.

2. OBJECTIVES OF RFI

The results of this RFI will help determine the most viable concession management opportunities to owners/operators/managers, visitors, and to the State of Wyoming. Should responses to this RFI show sufficient availability of a quality solution, the responses may be used to develop and distribute a Request for Proposal (RFP).

While cost information is not specifically being requested of the respondents, the State of Wyoming, Department of State Parks & Cultural Resources, Division of State Parks, Historic Sites, and Trails (SPHST) is interested in the respondents cost factors (plus or minus) for the concession management opportunities described within the RFI. The SPHST wishes to acquire the most useful cost information possible to support its decision-making, concerning the development of a world-class destination to the recreational opportunities that may be offered at Hot Springs State Park. Respondents may provide comparative cost information or cost savings associated with their submission of information.

Further, SPHST is very interested in respondents providing input to the possibilities for other concession management opportunities that are not requested in the RFI. SPHST is very interested in ideas and innovative approaches to making Hot Springs State Park a year-round destination site for visitors worldwide.

3. OWNER

All supporting documentation and manuals submitted with this RFI will become property of the State.

All Information provided will be made available to all members of the RFI review committee and others as needed. Use of proprietary information is discouraged.

4. CONFIDENTIALITY

All information included in this RFI, is confidential and only for the recipients' knowledge. No information included in this document or in discussions connected to this RFI will be disclosed to any other party. (New verbiage: Any information the respondent wishes to remain confidential must be clearly documented as "Confidential").

5. BACKGROUND, LOCATION, FEATURES, CORE INFRASTRUCTURE, VISITATION, MINERAL WATER

Background:

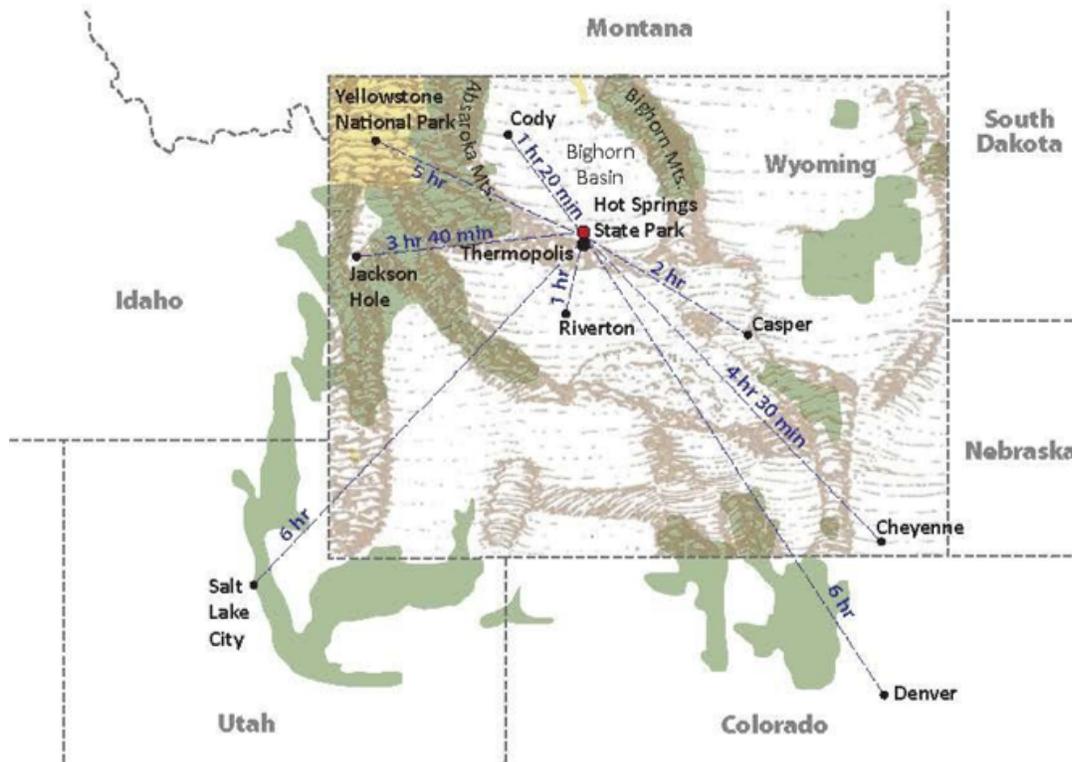
Hot Springs State Park in Thermopolis, Wyoming is a popular location attracting visitors from throughout Wyoming, the region, and internationally. The park has the highest visitation of all Wyoming state parks and historic sites, providing significant economic benefit to the local community and the state.

The state park is in the Bighorn Basin, 4,000 feet above sea level, and the setting of one of the world's largest hot mineral springs. The state park lands include the one (1) square mile area around Big Horn Spring sold in 1897 through a treaty between the Shoshone and Arapaho Indians and U.S. federal government, which were later ceded to the State of Wyoming.

The mineral springs, and particularly Big Horn Spring, continue to provide healing waters as they have for hundreds of years. The historic park developed as a national public health retreat and many of its historic features remain. Together, the thermal waters, abundant natural and cultural features, and intriguing recreational experiences make Hot Springs State Park a unique and compelling experience.^[1]

Location:

Hot Springs State Park, is located in Hot Springs County, Wyoming and is along the Bighorn River and is actually within the Town of Thermopolis. The park is in west central Wyoming, approximately 150 miles from Yellowstone National Park, 85 miles from Cody, Wyoming, and 130 miles from Casper, Wyoming. The closest large Metropolitan Statistical Areas ("MSA's") are Denver, CO at 400 miles to the southeast and Salt Lake City, UT at 360 miles to the southwest.



Features:

The principal dominant features within Hot Springs are the Big Horn Spring and the terraces between the spring and the BigHorn River. The Big Horn Spring and several smaller springs, i.e., White Sulphur Spring, and some now-defunct hot springs, have been known in the area for hundreds of years. Since the mid-1800s, the Big Spring has been used by people either living in or visiting the area for therapeutic and other water-recreational activities. The Terraces consist of multiple layers of mineral formations created by deposits of crystallized minerals from the spring waters, which have a high concentration of many different minerals and metals and a distinct sulfurous odor. The Terraces were formed by water flowing over the rocks between the Big Horn Spring and the BigHorn River. The Terraces take on a variety of different hues throughout the day as sunlight hits the Terraces from different angles. For this reason, the Terraces have come to be known as the "Rainbow Terraces".

Core Infrastructure:

The principal purpose of Hot Springs is to provide the general public with access to the variety of mineral baths that are offered using the hot mineral water from Big Horn Spring. Hot mineral water from Big Horn Spring is piped through a network of water mains from the spring itself directly to three mineral pools where it is used

without further treatment to fill the several mineral pools, water parks, and the state bath house. The water is combined with spring water that has been pumped through a heat exchange facility to cool it to suitable temperatures for the pools and spas on site. The cooling water in the heat exchange facility is pumped from the BigHorn River, but river water is not mixed with spring water at any time. SPHST currently operates both a free indoor and outdoor mineral springs pool as required for those seeking the mineral waters within the Park.

Mineral Water:

All mineral water obtained directly from the Hot Springs is SPHST's mineral water. Commercial use of the mineral water through an agreement is permissive only and conveys no mineral water rights.

The offering of mineral water is limited by the capacity of SPHST to provide mineral water to any concessionaire and SPHST demands upon the Big Spring, which is the spring that produces the mineral water.

SPHST assumes no responsibility or liability for the quality of said mineral water, including but not limited to the chemical composition, clarity, or temperature of the mineral water, and is under no obligation to construct or furnish water treatment facilities.

Permission to pump project water does not preclude SPST from requiring a concessionaire to enter into an appropriate water service contract if it is determined to be a requirement of such water use in the future.

Visitation:

The draw to Hot Springs State Park is the soothing mineral waters, beautiful terraces formed from the mineral water, views of the unforgettable bison and some of the loveliest flower gardens in the state. Over colorful terraces along the BigHorn River at Thermopolis flows water from mineral hot springs. More than 8,000 gallons flow over the terrace every 24 hours at a constant temperature of 128 degrees Fahrenheit. The park has a free bath house where the water is maintained at 104 degrees for therapeutic bathing.

In addition to visiting the park, the interest in the nearly 300 individual petroglyphs, some thousands of years old, Legend Rock State Archaeology Site is one of the oldest and best examples of the Dinwoody rock art in the world.

Hot Springs has 6.2 miles of universally accessible trails and hiking trails. It is a full-service park with comfort stations, a volksmarch trail, a bison herd that can be viewed while driving through the park, fishing, and a boat ramp.

The visitation to the Park consists of tourists from all over the world, local community members, school groups ranging from elementary to post-secondary students, just to name a few. With all the park has to offer, our annual visitation is close to 1,000,000 visitors per year.

6. PROJECT OVERVIEW AND SITE VISITS

SPST is interested in obtaining ideas for construction changes, combining like concessions, expanding to offer diversified concessions, and all other possibilities at the Site.

Possible concession opportunities may be: hotel, convention center, swimming pool, spa facilities, or other concession management ideas to be in line with the mission of SPHST, and provide economic growth within the Town of Thermopolis, Hot Springs County, and the State. SPST wants to ensure that Hot Springs State Park is a destination which hosts world-class facilities, offering opportunities for memorable experiences, and return visits to the site. We are leaving the possibilities open for respondents to share their ideas.

Site visits can be scheduled with the site superintendent no later than August 15, 2021. If interested in scheduling, please contact:

Kevin Skates, Hot Springs State Park Superintendent
51 Highway 20 North
Thermopolis, WY 82443
kevin.skates@wyo.gov
Office: 307-864-2176
Cell: 307-921-2057

7. INFORMATION REQUESTED

SPHST requests respondents to provide information that would help accomplish the above objectives and possibly create new objectives SPHST has not explored. Below is a list of questions SPHST would like the respondents to answer. When answering a specific question, please identify its matching letter in your response.

- a. Please describe your organization's services, programs, capabilities, and experiences that would make Hot Springs State Park a continued destination for visitors nationwide.
- b. Please describe in detail any concession opportunities that would contribute to SPHST's mission to provide a world-class experience at Hot Springs State Park.
- c. Please provide a high level description of your organization, long-term goals, customer service requirements,

- d. Please describe, if any, similar development projects you completed that were successful.
- e. Should SPHST decide to issue an RFP for amenities and services described in this RFI, would your organization be interested in submitting a proposal?
- f. SPHST will use the results of this RFI to determine interest that may lead to an RFP for concession management to enhance the visitor experience at Hot Springs State Park.

NOTE: Please provide any additional information you feel is relevant to our objectives and demonstrates your organization’s skills for a development of this kind.

8. DATES

Responses need to be submitted to the name and address as outlined in paragraph 8 above, by October 28, 2021, at 2:00 p.m.

RFI Release date:	June 22, 2021
Site Visits through:	August 15, 2021
Questions submission deadline:	September 15, 2021
Responses Due:	October 29, 2021

9. SUBMITTING INSTRUCTIONS

Written materials submitted in response to the RFI shall not exceed 25 pages; this does not include the cover page, table of contents, appendices, or any other supplements. Other electronic materials, web/program shots, or any other exhibits of work are highly encouraged. All supplement materials, cover pages, table of contents, and appendices need to be titled accordingly.

10. STATE OF WYOMING CONTACTS AND SITE VISITS

Submittal of Document(s) and Content:
 Julie Huntley, CPM, Concessions & Revenue Manager
 DEPARTMENT OF STATE PARKS & CULTURAL RESOURCES
 DIVISION OF STATE PARKS, HISTORIC SITES & TRAILS
 2301 Central Avenue
 Barrett Building, 4th Floor
 Cheyenne, WY 82002
 Email: julie.huntley@wyo.gov

Site Visits and Questions:

_____ Please see paragraph 6. Project and Site Visits above to schedule your site visit.

11. DISCLAIMER

This RFI is not a solicitation for services and/or products. SPHST does not intend to award a contract on the basis of the responses to the RFI. This RFI is for planning purposes and should not be considered as an RFP. Any costs incurred by respondents, in the preparation, sending, or materials submitted in response to the RFI will be the sole responsibility of the respondents. Responses to the RFI will not be returned. Proprietary information that is submitted may be used to establish future requirements, but specific contractor submitted information will be safeguarded.

SPHST may request follow-up to the written responses to gain additional information.

12. PREPARATION COSTS

Costs in developing the information package, oral presentations, software and hardware demonstrations, site visits, or any other such costs are entirely the responsibility of the respondent and shall not be reimbursed in any manner by the State of Wyoming. The State of Wyoming is not liable for any cost incurred by the respondent.

13. REFERENCES

Respondents may provide reference material if it is needed to support the information package. References should reflect similar government products.

14. COMPANY CONTACT

The company representative assigned to this RFI:

Name _____

Title _____

Mailing Address _____

Email Address: _____

Phone Number(s) _____

15. AUTHORIZATION

By submission of information, the respondent:

- 13.1 Certifies that no attempt has been made, nor will be made, by the respondent to induce any other person or firm to submit information for the purposes of restricting competition.
- 13.2 Certifies the person signing this response is authorized to represent the company and the information and supporting documentation provided in response to this RFI.

(Company Name)

(Telephone Number)

(Street Address/P.O. Box)

(City, State, & Zip Code)

(Name of Authorized Representative)

(Authorized Signature)

(Date)