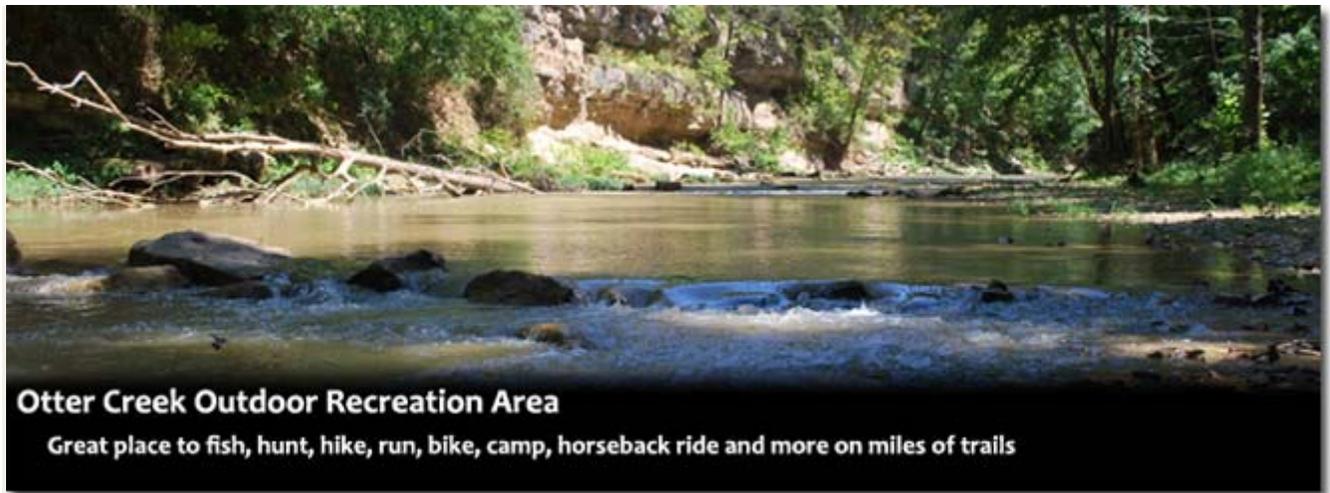


COMMONWEALTH  
OF  
KENTUCKY

Finance and Administration Cabinet  
Division of Real Properties  
On behalf of the  
Department of Fish and Wildlife Resources



REQUEST FOR  
EXPRESSIONS OF INTEREST

for

Lease of one or any combination of the following structures:

**Conference Center, Van Buren Cabin, and/or Haven Hill Cabin**

to Develop and Operate with a similar mission to current  
operations/offerings at Otter Creek Outdoor Recreational Area,  
Meade County, Kentucky

# REQUEST FOR EXPRESSIONS OF INTEREST

## **OBJECTIVE**

Commonwealth of Kentucky, Tourism, Arts and Heritage Cabinet, Kentucky Department for Fish and Wildlife Resources (KDFWR) desires to pursue an agreement to lease the multiple buildings which are referred to as: the Conference Center, Van Buren Cabin, and Haven Hill Cabin, located on the grounds of Otter Creek Outdoor Recreational Area (OCORA) for the development and operation of said facilities with a similar mission to the current operations/offers at OCORA. KDFWR seeks interest statements from entities that wish to enter into a business relationship with the Commonwealth of Kentucky (Commonwealth) to accomplish this purpose. If the development becomes a reality, operation(s) of said facilities will be treated and marketed as a part of the KDFWR system. The facilities must be open to the general public in conjunction with OCORA business hours.

## **PURPOSE**

The primary purpose of this Request for Expression of Interest (RFI) is to solicit information from entities to assist the Commonwealth in identifying potential interest in establishing, furnishing, and operating facilities at OCORA that are not currently being utilized.

KDFWR hopes to realize increased potential for OCORA through the development and operation of these facilities, in an effort to attract customers/clientele/tourists as part of their overall recreation experience. Financial viability in the form of optimum return for the investor and the Commonwealth, with equal concern for environmental and aesthetic issues, must be hallmarks of any development undertaken. Creativity and innovative development in keeping with the character and purpose of the OCORA is certainly encouraged.

**No awards will be made based upon responses received to this RFI. Its purpose is to generate information for which a Request for Proposal (RFP) may be developed. Awards would then be made based upon the responses to an RFP.**

In responding to this RFI the respondent should primarily elaborate on what type of recreational opportunities are viable, the role of the public and private sectors in accomplishing such development, how the project would be managed, and the qualifications of the entity(ies) for the projects.

## **INFORMATION REQUESTED**

Please provide a cover sheet providing responses to the following requests for information for one or any combination of three facilities located at OCORA which are referred to as: the Conference Center, the Van Buren Cabin, and the Haven Hill Cabin. Project description should be thorough, yet concise, and shall not exceed more than a total of 10 pages.

1. Describe your approach to the developing and operating the proposed facilities and how your entity would propose to accomplish the established goals set by KDFWR.

2. Describe your firm's experience in planning, developing, maintaining, and disbursing commercial real estate, in general, and more particularly, similar to what is outlined herein.
3. Explain the role of private capital in achieving the goals of the project, to include any proposed physical expansion of the existing building at the developer's sole expense.
4. Describe the key elements of a proposed financial model (e.g., would improvements to the existing structure become property of Commonwealth upon expiration of lease?).
5. Describe the length of the lease/contract term required to satisfy financial obligations.
6. Describe an approach to marketing the respective elements of the project, including proposed 'packages' with OCORA's current offerings.
7. If other portions/attractions of OCORA are desired to be utilized, NON-EXCLUSIVELY in conjunction with the facilities operation of any one or combination of the three facilities, please describe. Keeping in mind, the use must be educational or wildlife/outdoor recreational in nature.

### **CONFIDENTIALITY OF INFORMATION**

If the respondent believes the information provided to the Division of Real Properties contains trade secrets or confidential commercial or financial information exempt from disclosure under the Kentucky Open Records Act, each page of such exempt information shall be clearly marked "**Confidential: Not Subject to Open Records or Release**". The providing entity must also specifically identify what it considers to be trade secret information and confidential commercial and financial information, and must so mark the information. Information so correctly identified shall not be made public except as may otherwise be permitted or required by law.

### **SUBMITTING RESPONSES**

All responses to this RFI are to be received no later than, **December 3, 2015 at 4:00 p.m., EST.** Please direct ALL questions and responses to this RFI to:

Natalie W. Brawner  
Division of Real Properties  
Bush Building, 3rd Floor  
403 Wapping Street  
Frankfort, Kentucky 40601  
Phone: (502) 564-2111  
Natalie.brawner@ky.gov

**Please Note: The RFI, Attachments, and future Amendments will be posted at the following sites:**

#### **eProcurement:**

<https://emars.ky.gov/webapp/vssoonline/AltSelfService>

click on 'Guest Access' Button [this make take a few minutes to pull up]  
scroll down the solicitations until you locate:

RFI - Otter Creek Outdoor Recreational Area (OCORA)

click on 'details' button

click on 'attachments' button

from this page you can click on every attachment to the bid package to download/print

### **Finance and Administration Website:**

<http://finance.ky.gov/services/statebuilding/Pages/PropertiesforSaleorLease.aspx>

RFI - Otter Creek Outdoor Recreational Area (OCORA)

### **Interested respondents are encouraged to visit OCORA.**

An optional site visit will be held on **November 19, 2015 at 1:00 pm** EST at 850 Otter Creek Park Rd, Brandenburg, KY 40108. All parties in attendance will have the opportunity to ask questions with a log of said questions maintained. Official answers to those questions will be posted as an amendment to the RFI and distributed to all parties in attendance.

If you are unable to attend the scheduled site visit and would like to view the facilities, please contact Natalie Brawner at [natalie.brawner@ky.gov](mailto:natalie.brawner@ky.gov) or (502) 564-2111. Reasonable accommodations for alternative site visits will be made, if possible. However, it is strongly encouraged for interested parties to attend the scheduled site visit. All site visits must be completed by November 20, 2015 to allow sufficient time to answer any questions posed.

### **ATTACHMENTS**

1. **Feasibility Study of Otter Creek Park:** Facilities prepared by Brandstetter Carroll, Inc./Jill Lewis Smith-Architect dated July 28, 2011
2. **Mechanical systems proposal:** completed by Alpha Mechanical Service, Inc. dated February 17, 2012
3. **Map of OCORA:** which identifies the locations of the Conference Center, Van Buren Cabin, and Haven Hill Cabin
4. **Deeds and related documents for OCORA:**
  - a) **Otter Creek - 2180.107 acres recorded May 15, 2014 DB 608 PG 97**
  - b) **Otter Creek - 143.672 acres recorded May 15, 2014 DB 608 PG 198**
  - c) **Otter Creek - 65.868 acres recorded May 15, 2014 DB 608 PG 155**
  - d) **Otter Creek - Pioningo Lease recorded May 15, 2014 DB 608 PG 242**
  - e) **Otter Creek - USA to Louisville recorded October 25, 1947 DB 78 PG 439**
  - f) **Otter Creek - USA to Louisville recorded January 28, 1976 DB 133 PG 164**
  - g) **Midnight Terror License Agreement and Amendment**
  - h) **Otter Creek 301 KAR 3:012 - Public Use of OCORA**

# Otter Creek Outdoor Recreational Area Things To Do

## Camping

**Please note:** The campground is open with a manned staff from April 1 through October 31 each year. Camping allowed throughout the rest of the year, but all check-ins must be done at the entrance gate or office. Reservations for electric sites for 2014 will be taken beginning December 1, 2013.

Electrical sites may be reserved by calling 502-492-9854 between the hours of 9am-4pm Monday through Friday. Any electrical sites not reserved will be available on a first come, first serve basis. Water only or primitive sites are available on a first come, first serve basis.

1. **Campers with reservations must check-in by 6:00pm.** If not present by that time or they have not contacted the campground manager (502-492-9854) by that time, the sites will be available on a first come, first serve basis
2. Campers must register at entrance gate to the campground and shall receive a campground car tag by the gate attendant.
3. If camper is allowed to select a site of their choice, they shall **return immediately** to the gate and identify their chosen site.
4. Campers shall be limited to two tent units or one camper and one tent unit per site, with the exception of the **Buddy sites** where 3 campers and 3 tents maybe present or 6 tents (no campers) if all 3 sites are reserved.
5. A camper **may not** change sites, unless permission is given by the campground manager.
6. Campers may not homestead. Campers can only stay 30 days at one time.
7. **Check out time will be 2:00pm**
8. Quiet hours for the campground will be 10:00pm to 7:00am
9. Visitors must check in at the campground gate and will receive a visitor pass that must be displayed on their windshield. Visitors must be parked in campsite spaces or overflow area.
10. If vehicles or tents will be left unattended for more than 24 hours the campground manager must be notified.
11. The general admission fee (\$3.00) is waived for campers, however, the special activity fee (\$7.00) for mountain biking, horseback riding, and the shooting ranges must be purchased.
12. No motorized all-terrain or off-highway vehicles will be allowed. Golf carts can be used in the campground, but drivers must be a licensed driver.

13. Special events on the area, after the area closes at dark, must be approved by the area manager.
14. Campers shall not hang lanterns on trees or shrubs, drive objects into trees, or trench or dig in the campground.
15. A camper may be asked to move to facilitate maintenance such as water line repairs.
16. Fires shall be restricted to fire rings or grills.
17. **Picnic tables may not be moved from site to site.**
18. **Dogs must be on leash** and campers will be required to clean up after their pets.
19. All sewage and gray water will be disposed of at the sewage disposal site.
20. Firewood must be gathered in the **campground area only** or **purchased** at check in station. **No outside firewood is allowed due to the potential of spreading the Emerald Ash Borer.** No trees maybe cut down for firewood.
21. Front **gate code** will change every Tuesday morning. Campers are responsible to come to check in station to retrieve the new code.
22. No bike riding after dark.

Type of site	Campground Rates		
	Daily rate	Weekly rate	Monthly rate
Electric/water	\$22	\$140	\$540
Pad/water	\$15	\$91	\$330
Tent/community water	\$12	\$70	\$240
Equestrian	\$15	\$91	\$330

\*\* Ice and LP tank exchange available on-site.

#### Available electric/water sites

- A1-A11
- B1-B34

- D1-D8
- D22-D25
- D27-D43
- Buddy sites A, B, and C

The other electrical sites had to be abandoned due to safety and code concerns. They will be replaced in the future.

#### **Addition of new cabins**

We now have 4 cabins that each have 7 bunk beds and sleeps 14, refrigerator, table, chairs, heat (\$5 per pet for entire stay). Reservations taken.

\$80 per night

\$140 for Friday/Saturday (\$70/night)

\$200 for 3 day weekend (Friday, Saturday, Sunday) (\$66.6/night)

There is also a 1 primitive cabin available first come first served. No reservations needed. No heat or electric.

\$50 per night

\$90 for Friday and Saturday

#### **Current Recreational Activities**

- **Fishing**
  - Area includes five miles of Otter Creek and frontage along the Ohio River.
  - Trout will be stocked in Otter Creek three times in the spring and a fourth time in October.
  - A seasonal catch-and-release season for trout planned from October through the end of March.
  - Anglers must possess a valid entry permit and have an appropriate fishing license and permit, if applicable.
- **Hunting**
  - Spring squirrel hunting available under statewide season.
  - Hunters must possess a valid entry permit and have valid hunting licenses and permits, if applicable.
  - Opportunities planned in fall for small game, furbearer, deer and turkey hunting.

- Quota firearm hunts planned for deer, in addition to separate archery and crossbow seasons.
- See the Kentucky Hunting and Trapping Guide (available in July) for more information.

- **Hiking**

Hiking is allowed on all trails.

- **Horseback Riding**

Horseback riding is allowed on the Red Cedar Trail (RCT) and the Boone Hollow Trail (BHT).

Please note: To participate in horseback riding at Otter Creek Outdoor Recreation Area, you must provide your own horses.

- **Mountain Bike Riding**

Mountain biking is allowed on the Otter Creek Trail (OCT) and the Valley Overlook Trail (VOT).

- **Archery Range**

The 3-D archery range is up and running.

- **Rifle Range**

Tube Range - 100 Yards

- **Disc Golf**

Disc golf is a disc game in which individual players throw a flying disc into a basket or at a target. According to the Professional Disc Golf Association, "The object of the game is to traverse a course from beginning to end in the fewest number of throws of the disc."

- Carry-down launch ramp at Ohio River for canoes, kayaks, and small boats
- Groups holding events of 30 people or more must apply in advance for an event permit. Call 502-942-9171 to apply for an event permit.
- Motorized off-roading is not allowed on the area.

## Fees

### Admission Fees:

- Children under 12 admitted free

- \$3 per person for daily entry permit, available at the gate
- \$30 per person for annual entry permit, available [online](#)

#### Special Activity Fees:

- **Additional** charge to **all** visitors, including children under 12, for horse trails, mountain bike trails and shooting ranges
- \$7 per person for daily permit (in addition to \$3 entry fee), available at the gate
- \$70 per person for annual permit, available [online](#)

#### Hours of Operation

Open Wednesday - Sunday from dawn to dusk. Closed on Mondays and Tuesdays except on holidays.

## **OCORA History**

### **1934**

The National Parks Service selects 3,000 acres of beautiful land in Meade County, Ky., to serve as a recreational area for residents of Louisville and neighboring towns. (Today, the park's acreage is 2,600, after land swaps with Ft. Knox.)

### **1937**

Otter Creek Park opens to the public.

### **1938**

The first camp at Otter Creek Park is built and leased by the YMCA to become Camp Piomingo.

### **1947**

In recognition of the city's service during World War II, the Federal Government endows Otter Creek Park to the City of Louisville.

### **1975**

President Ford transfers 197 acres of surplus land from Fort Knox military reservation to the City of Louisville to be added to Otter Creek Park.

### **1986**

Otter Creek Park builds a disc golf course.

**1995**

Otter Creek Park becomes a Division of Louisville Metro Parks.

**2001**

A new master plan is adopted for Otter Creek Park. The plan was developed by a task force chaired by former Louisville Mayor Frank Burke.

**Dec. 2008**

The city of Louisville announced that the park, which loses \$500,000 annually, would close to the public on December 14, 2008 due to budget cuts. This closing date was amended to January 1.

**June 2010**

Gov. Steve Beshear and Louisville Mayor Jerry Abramson announced that Otter Creek Park will be reopened in 2011 as an outdoor recreational area operated by the Kentucky Department of Fish and Wildlife Resources, an agency of the Tourism, Arts and Heritage Cabinet.

**Winter 2010**

The Kentucky Department of Fish and Wildlife Resources initiated the process of transferring and converting Otter Creek Park into The Otter Creek Outdoor Recreation Area. Titles, deeds, surveys and boundaries assessments were part of this process. Physical inspections and assessments were initiated as to the condition of all facilities including buildings, signs, electricity, water, gates, roadways, parking areas, trails and access points to Otter Creek and the Ohio River. Since the 2008 closure, there has been minimal maintenance at the facility that also experienced severe damage from the 2009 ice storm. KDFWR meets with various user groups and conducts the Otter Creek Outdoor Recreation Area web-based survey. Over 4000 surveys were completed representing over 13,000 household members.

**March 2011**

Area use regulations and fee structures are established. First opening weekend of May 14th determined.

**April 2011**

Annual passes available for purchase and first annual pass sold on KDFWR web site  
<http://fw.ky.gov>

**May 2014**

The Kentucky Department of Fish and Wildlife Resources and Louisville/Jefferson Metro Government finalized the transfer of OCORA.