



Request for Letters of Interest

for US – 127 rest area services in the State of Michigan
under a Public-Private Partnership

Original Issue – July 25, 2013

DUE DATE: August 12, 2013, 10:00 a.m.

Table of Contents

1.	Introduction	3
1.1.	Purpose of this Request for Expression of Interest	3
1.2.	Rest Area Project Description.....	3
1.3	Protecting the Public’s Interest	4
1.4	Anticipated Schedule.....	4
2.	Submittal Instructions	4
2.3	Content	4
2.4	Questions Presented.....	5
2.5	Schedule and Interaction with Respondents	5
2.6	Format	5
2.7	Delivery.....	5
3.	Limitations.....	6
3.3	Inquiry only – no contract.....	6
3.4	Right to alter	6
3.5	Cost and Expenses – no RFLOI Reimbursement	6
3.6	Ownership of submissions	6
3.7	Non-confidentiality of information.....	6
3.8	Conflicts	6

1. Introduction

1.1. Purpose of this Request for Expression of Interest

The Michigan Department of Transportation (MDOT) is pleased to present this Request for Letters of Interest (RFLOI) to entities with experience in developing, maintaining and/or operating rest areas under a public-private partnership. Entities interested in responding to this request ("Respondents") are invited, on a non-binding basis to express their interest in the project and provide feedback on its features.

The purpose of this RFLOI is to generate responsive information that may help the Department understand the perspective of the industry and to confirm and/or refine the scope, and procurement approach for the Project. Respondents are informed that their submittals at this stage of the process will not lead to a short-list and other interested parties will not be precluded from participation in the future qualification process.

In addition to this RFLOI, MDOT has also recently issued a Request for Qualifications for a statewide Rest Area/Welcome Center advertising and sponsorship program. MDOT will evaluate the responses from both requests when developing the scope for each project.

1.2. Rest Area Project Description

The Project includes services in two rest areas along US – 127: the Higgins Lake facility and the Houghton Lake facility.

- The current Higgins Lake facility is located along US-127 on the southbound side, approximately 8 miles north of M-55. The building is approximately 1300 square feet and includes 2 toilet rooms, an entry lobby, vending machines and a mechanical room. There are 37 car parking spaces and 16 truck spaces. The building sits on approximately 16.5 acres of land.
- The Houghton Lake facility is situated on the northbound side of US-127, approximately 6 miles south of M-55. The building is similar to the Higgins Lake facility. There are 47 parking spaces for cars and 17 spaces for trucks. The drain fields for this facility may be on a DNR property easement. The site occupies less than 15 acres.

Both facilities were built in 1975. They are currently used as safety rest areas and are operated by MDOT. Routine janitorial and lawn care are provided by a vendor. Parking lot snow removal is provided by the Roscommon County Road Commission under a routine trunkline maintenance contract. Both locations currently have vending services provided by a private vendor through the Michigan Commission for the Blind. No other services are currently available.

The buildings were constructed in 1975 expected to have a design life of 25 years, and are starting to exceed the economic benefit of continued maintenance. MDOT is currently considering alternative project scope options for each Higgins Lake and/or Houghton Lake:

- **Higgins Lake:** Potential improvements include repairing the sidewalks to address safety concerns, and limited grout/tile floor repairs need to be addressed in the restrooms. Also being considered is adding sidewalk replacement and ramp / parking area rehabilitation to a US-127 rehabilitation project scheduled for 2014, as well as the replacement of all tile floors. Due to the range and extent of the deficiencies, the most cost effective solution appears to be complete reconstruction of the facility.

- **Houghton Lake:** Improvements being considered include conducting lift station repairs, or completely replacing the lift station. The current lift station has been temporarily repaired but is not expected to have a service life much longer than five additional years.

MDOT is interested in receiving feedback from entities that would be interested in developing improvements and/or providing services in one or both of the two rest areas. Additional services, beyond the current uses, may be proposed, as long as it is allowed under applicable law.

1.3 Protecting the Public's Interest

The primary goal of the MDOT is to act in the interest of the public. The public's interest will be protected through the terms and conditions defined in the Contract with the Concessionaire. Items such as safety, security, length of the contract, operations and maintenance responsibilities, motorist mobility, public outreach and environmental compliance of project components will be outlined in the Concession Contract.

1.4 Anticipated Schedule

The following schedule shows the Project's key milestones and their anticipated timeframes:

Milestone	Date
Publish RFLOI	July 25, 2013
Receive RFLOI Responses	August 12, 2013, 10:00 a.m.
Evaluate RFLOI Responses	August – September 2013
Publish RFQ	October 2013
Publish RFP	December 2013

2. Submittal Instructions

2.3 Content

Respondents to this RFLOI are encouraged to provide the following information (to the extent relevant, based on the parts of this document the Respondent wishes to submit a response):

- *Contact Information* – Name and contact information (address, phone, fax, and e-mail) for the individual who will act as the Respondent's principal contact throughout the process for this particular RFLOI and description of the individual member of the Respondent's team with experience related to the objectives of the public private partnership as described in this RFLOI.
- *Company Information* – Brief description of the entity's line of business and experience in the delivery of infrastructure/real estate projects or provision of services under a public-private partnership model (e.g. design, build, finance, operate and maintain or operating contracts). Please also provide a description of the location of the entity and whether the entity is located in Michigan.
- *Responses to Questions* – Please provide responses to the questions asked in Section 2.2.

2.4 Questions Presented

- What type of services would you be interested in providing in relation to the rest area project?
- Would you be interested in providing these services to both locations? If not, please explain the reasons for this approach
- If you are interested in the development of the improvements, please describe the type of improvements, the sources of funding and the means of repaying any invested capital
- Would you be interested in combining the project improvements and operation of the rest areas under one contract?
- Would you be interested in the maintenance of the facilities?
- For what length of time would you be interested in providing the services?
- Does your entity anticipate partnering with other entities, particularly local entity, to pursue the procurement of this Project? If so, please comment on the proposed teaming structure and your entity's role on the team.
- Please comment on any conditions precedent to initiation of the procurement that need to be addressed prior to your entity's engagement in the procurement process.

2.5 Schedule and Interaction with Respondents

Responses are due on August 12, 2013 by 10:00 a.m. Eastern Standard Time. Any questions regarding this RFLOI must be submitted in writing to Bill Wahl, Michigan Department of Transportation at wahlb@michigan.gov. Responses to any inquiries/questions will be delivered via e-mail and may also be posted to the website.

MDOT reserves the right to continue interaction with Respondents as they deem appropriate, which may include conducting one-on-one meetings with participants, if such requests are received from the Respondents.

2.6 Format

MDOT requests that responses do not exceed 8 pages (8 ½" x 11"). Font should be a minimum of 12 point with pages numbered continuously.

2.7 Delivery

Respondents must provide their Letters of Interest via email to the following person by the previously stated deadline:

Name: Bill Wahl

Title: Associate Region Engineer - Operations

Email: wahlb@michigan.gov

Phone Number: (989) 731-5090

Respondents are solely responsible for assuring that the MDOT receives responses by the specified delivery date and time at the address listed above. Respondents will receive an e-mail noting receipt of the RFLOI.

3. Limitations

3.3 Inquiry only – no contract

This RFLOI is an inquiry only and no contract or agreement will be entered into as a result of this process. By responding to this document or otherwise participating in this process, no contract or agreement will be formed and no legal obligation between the MDOT and Respondent will arise. Individual entities or teams that have not responded to this RFLOI shall not be precluded from participating in any future qualification processes in relation to the project.

The MDOT is under no obligation as a result of this process and may decide to proceed or not to proceed with the public private partnership based on responses to this RFLOI. The MDOT reserves the right to proceed with other contract procurement means.

3.4 Right to alter

The MDOT reserves the right to alter this document, including any conditions and criteria outlined in the RFLOI which may include, but is not limited to, deadlines for submissions. The MDOT reserves the right to cancel this RFLOI process at any time. Any notifications regarding alterations or cancellations of this document will be posted on the following website: <http://www.michigan.gov/ic>

3.5 Cost and Expenses – no RFLOI Reimbursement

Each Respondent is responsible for its own costs and expenses related to this process, including cost and expenses associated with preparing and submitting a response to this RFLOI, participating in the process, the provision of any additional information or attendance at meetings or interviews. No costs related to this RFLOI will be RFLOI reimbursable from the MDOT.

3.6 Ownership of submissions

The MDOT will be entitled to retain all submissions and any other documentation received or related in response to this RFLOI. The MDOT will not offer any pay or other compensation for submissions or documents received in response to this document.

3.7 Non-confidentiality of information

Respondents are advised that parts of the information included in the response documents may be presented to other branches of State Government. Also, it is brought to the Respondents attention that MDOT is subject to the Freedom of Information Act with respect to any documents or other records provided to MDOT and, by law, are subject to disclosure to the public upon request. Therefore, Respondents should consider responses to this RFLOI to be public documents.

3.8 Conflicts

Respondents should advise the MDOT of any potential conflict of interests they may have.