

REQUEST FOR EXPRESSION OF INTEREST FOR TRANS-ERIE FERRY SERVICE AND OPERATIONS

**Issued by the Cleveland-Cuyahoga County Port Authority and
The Municipality of Central Elgin**

Issue Date: 15 July 2011
Deadline for Submitting Questions: 25 July 2011 (via email)
Response Due Date: 15 August 2011
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Introduction

The Cleveland-Cuyahoga County Port Authority and the Municipality of Central Elgin (collectively the “Issuers”) are soliciting statements of qualifications and interest from qualified businesses (“Providers”) who are interested in establishing a passenger-oriented ferry service between Cleveland, Ohio USA and Port Stanley, Ontario Canada.

The Issuers request Providers to present a turnkey solution that the Provider would implement and operate, with targeted support from the Issuers.

Providers must (a) demonstrate their interest in providing the services set forth in this request, (b) have the ability to perform the work described, and (c) be able to successfully demonstrate experience performing comparable work.

While the Issuers anticipate an eventual long-term arrangement, an initial “pilot” operation is being considered to further validate feasibility.

A coordinated, multi-phase approach to selecting a feasible solution and provider is planned.

This solicitation is not an offer or commitment to purchase any goods or services or to award or enter into a contract.

The Issuers reserve the right to cancel the solicitation, reject any and all proposals, to waive any technicalities, to request additional proposals and to otherwise proceed in accordance with the best interests of the Cleveland-Cuyahoga County Port Authority and Municipality of Central Elgin.

Operating Parameters and Guiding Assumptions

The following *pilot* operating parameters provide a guide for Providers to develop their solution and economics.

Pilot operating season and duration:	6 months (May – October)
Ports:	Cleveland, Ohio USA and Port Stanley, Ontario Canada
Operating days per week:	7
Number of vessels:	1

Timeline

The Issuing parties anticipate the following process and timeline:

Activity	Timing
Issue Request for Expression of Interest for Trans-Erie Ferry Service and Operations	Friday, 15 July 2011
Deadline for Providers to submit questions	Monday, 25 July 2011
Response due date	Monday, 15 August 2011
Evaluate Provider responses and follow-up with Providers	August and September 2011

Please issue questions via email. Relevant questions and answers will be consolidated and provided to all Providers on a regular basis.

Activities and / or dates are subject to change at the discretion of the Issuing parties.

Response Requirements

Please craft your response such that it addresses the following items:

1. Indicate your interest in providing the services requested.
2. Provide specific examples of similar arrangements that you have implemented and operate.
3. Outline required non-vessel infrastructure needs and specifications, to include:
 - a. Landside buildings
 - b. Equipment / supplies
 - c. Parking
 - d. Safety and security
 - e. Customs and border protection
 - f. Other
4. Provide a summary of how you would manage reservations and ticketing.
5. Describe the estimated number of staff / personnel roles that are envisioned for each location.
6. Provide your conceptual approach to fueling operations, as well as routine and un-planned maintenance.
7. Identify the known certifications, approvals and licensing (local, regional, national). Indicate those that would be the responsibility of the provider and the respective Port Authority.

8. Provide the specifications for your proposed vessels and/or vessel options, if known.
9. Provide your estimate of time to cross the lake and proposed pilot schedule.
10. Identify what functions you would sub-contract versus manage in-house.
11. Describe how you would manage promotional activities.
12. Identify any associated services you may be interested in proposing (e.g. restaurant).
13. Indicate the expected operational and/or infrastructure support that may be expected from the Cleveland and Port Stanley authorities.
14. Outline your implementation approach, typical milestones and high-level timing you propose based-on the information available.
15. Identify locations that you feel would be suitable for a site visit.
16. Describe your proposed fee structure (e.g. cost plus, fixed fee, fixed and variable, gain-sharing, etc.).
17. Identify any alternate approaches or considerations that may be of interest to the Issuing parties.