



Subject: Award of Community Centre Concession Lease 2021-2024

Report Number: RCP 21-27

Department: Recreation, Culture & Parks Department

Submitted by: Christopher Baird, Director of Recreation, Culture & Parks Department

Meeting Type: Council Meeting

Meeting Date: Monday, October 25, 2021

RECOMMENDATION

THAT report RCP 21-27 Award of Community Centre Concession Lease 2021-2024, be received as information; and

THAT Council approve the proposal as submitted by Beres Butchery & Catering Inc. for the term of November 1, 2021 through April 30, 2024, at an annualized rate of \$4,500 plus applicable taxes; and

THAT the Mayor and Clerk be authorized to sign the new Lease Agreement on behalf of the Corporation.

BACKGROUND

The purpose of this report is to present Council with the results of the recent Request for Proposals (RFP) for a Qualified Concession Operator at the Tillsonburg Community Centre for the period between November 1, 2021 and April 30, 2024.

DISCUSSION

Council may recall that an RFP was recently awarded in 2020 to Dobro Jesti Inc. (Caledonia). Staff received written confirmation that, for a number of reasons related to the COVID pandemic and the subsequent intermittent and seasonal closure of the Community Centre, that they were no longer in business. As it is imperative that the Town provide concession food services to the users and patrons of the Community Centre, a new RFP was promptly prepared and issued as per the Council approved policy.

Only one (1) RFP bid was submitted within the stated deadline. Staff have reviewed and evaluated the proposal and are recommending that the three (3) year lease be awarded to Beres Butchery & Catering. Their annualized lease rate is \$4,500 per annum with a contract start of November 1, 2021 to April 30, 2024. The Bidder is a locally known business with the proven capabilities to successfully deliver the expected service.

CONSULTATION

This report has been prepared in consultation with the Recreation, Culture & Parks Department.

FINANCIAL IMPACT/FUNDING SOURCE

The annualized lease revenue of \$4,500 will be included in the 2022 through 2024 operating budgets. This annual revenue should be contributed and earmarked within the RCP reserve for commercial grade kitchen equipment replacement when the need arises to replace the concession equipment owned by the Town.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- ☒ Lifestyle and amenities
- ☐ Customer service, communication and engagement
- ☐ Business attraction, retention and expansion
- ☐ Community growth
- ☐ Connectivity and transportation
- ☐ Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – Strive to offer all residents the amenities, services and attractions they require to enjoy balanced lifestyles.

Strategic Direction – Expand community partnerships in the delivery of programs and amenities.

Priority Project – N/A.

ATTACHMENT

None.