

Municipality of Lakeshore – Report to Council

Community Services



To: Mayor & Members of Council

From: Frank Jeney, Acting Corporate Leader – Community Services

Date: July 31, 2023

Subject: RFP for Concessions at Atlas Tube Recreation Centre

Recommendation

Approve entering into a 1-year contract with M & M Concessions for the provision of concessions operations within the Atlas Tube Recreation Centre, as presented at the August 15, 2023 Council meeting; and

Direct the Clerk to read By-law 68-2023 during the Consideration of By-laws.

Background

At the regular Council meeting of May 2, 2023, Administration brought an information report to Council detailing the Concessions Operations at the Atlas Tube Recreation Centre.

At the regular Council meeting of May 2, 2023, Council passed the following motion.

Direct Administration to prepare a Request for Proposal for concessions at the Atlas Tube Recreation Centre.

Comments

On July 7 2023, the Concessions Operations at the Atlas Tube Recreation Centre RFP was publicly advertised on Bids & Tenders.

There was one (1) vendor that provided a compliant bid prior to the closing date of Friday July 28, 2023

Vendor	Monthly Tender Amount (Excluding HST)	Total Tender Amount (Excluding HST)
M & M Concessions	\$400	\$2,800

Administration recommends awarding the tender for the Concession Operations at the Atlas Tube Recreation Centre to M & M Concessions

Financial Impacts

The ATRC and Recreation Budgets will be affected by this contract as outlined below:

	Current Budget 2023	Revised Budget 2024	Difference
Canteen Sales	\$120,000	Nil	(120,000)
Canteen Rental	Nil	\$2,800	2,800
Total Revenue	\$120,000	\$2,800	(117,200)
Wages & Benefits	\$79,335	Nil	79,335
Concession Food	\$55,000	Nil	55,000
Supplies	\$6,500	Nil	6,500
Total Expenses	\$140,835	Nil	140,835
Net Income	\$(20,835)	\$2,800	\$23,635

Concession Annual Revenue \$120,000 will be adjusted to \$2800

Concession Annual Expenses will be adjusted by a total of \$140,835. Concession staff (-\$79,335), concession food purchases (-55,000), and concession items, cups, plates, etc (-\$6,500).

Report Approval Details

Document Title:	RFP for Concessions at Atlas Tube Recreation Centre.docx
Attachments:	
Final Approval Date:	Aug 8, 2023

This report and all of its attachments were approved and signed as outlined below:

Prepared by Frank Jeney

Approved by Justin Rousseau and Truper McBride