

# Municipality of Lakeshore – Report to Council

## Community Health and Safety

### Facilities and Parks



**To:** Mayor & Members of Council  
**From:** Bill Quinlan, Division Leader – Facilities and Parks  
**Date:** April 12, 2024  
**Subject:** RFP for Concessions at West Beach

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### Recommendation

Approve entering into a three-year contract, with an option to renew for an additional three, one year contracts, with 2588827 Ontario Inc. O/A Scoop and Straw for the provision of concessions operations at the West Beach, as presented at the April 30, 2024 Council meeting; and

Direct the Clerk to read By-law 52-2024 during the consideration of By-laws.

### Strategic Objectives

This report does not relate to one of Council's Strategic Objectives but is a citizen-centered municipal function.

### Comments

On March 25, 2024, the concessions operations at the West Beach RFP was publicly advertised on Bids and Tenders. The Municipality planned to engage the services of a company/person for the provision of Seasonal Concession Stand Operation Services at the Municipality of Lakeshore's West Beach Concession Facility. The Service Provider will pay a monthly rental income to the Municipality of Lakeshore for the use of the Municipal Facility.

The Service Provider shall have the exclusive right, concession and approval to provide, sell and distribute confectionary foods within the Lakeview Park West Beach Concession in the Municipality of Lakeshore.

The Municipality shall provide the Service Provider with a concession building at Lakeview Park West Beach containing the Chattels. The Municipality will also provide electrical and water service to the facility.

The Service Provider shall provide, at its own expense, the Service Provider's Equipment. The Service Provider's Equipment must be inspected and approved for use by the Municipality's representative, prior to installation.

The Service Provider shall quote a financial payment schedule amount they are willing to provide the Municipality for the right to set up and vend products in accordance with the terms stated within this Request for Proposal document.

On April 12, 2024, the RFP was closed.

There were two vendors that provided a compliant bid prior to the closing date of Friday April 12, 2024.

<b>Vendor</b>	<b>Monthly Tender Amount (Excluding HST)</b>	<b>Total Tender Amount (Excluding HST)</b>
<b>2588827 Ontario Inc. O/A Scoop and Straw</b>	\$3,200.00	\$29,961.00
<b>2759098 Ontario Inc. O/A A&amp;J Snack Shack</b>	\$1,500.00	\$14,593.00

Administration recommends awarding the tender for the concession operations at the West Beach to Scoop and Straw. It should be noted that food options items and prices will be within the control of the service provider and not the Municipality of Lakeshore.

### **Financial Impacts**

The total annual rental income will be \$29,961.00 which included the tender amount, and the utilities amount of \$516.50 which is included in the total tender amount. Revenue income will be reported in the Parks Operating Budget and currently has a budgeted income of \$15,200 and it is anticipated a budget surplus of \$14,761 will be experienced.

## Report Approval Details

Document Title:	RFP for Concessions at West Beach.docx
Attachments:	
Final Approval Date:	Apr 25, 2024

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

Prepared by Bill Quinlan

Submitted by Frank Jeney

Approved by the Corporate Leadership Team