

Municipality of Lakeshore – Report to Council

Community Health and Safety

Recreation



To: Mayor and Members of Council
From: Frank Jeney, Corporate Leader - Community Health and Safety Services
Date: August 16, 2024
Subject: Extension of Contract for Concessions at the ATRC

Recommendation

Approve extending the current contract with M & M Concessions for the provision of concessions operations within the Atlas Tube Recreation Centre for an additional 2-years and authorize the Corporate Leader – Community Health and Safety Services to execute an extension agreement on the same terms, as presented at the September 24, 2024 Council meeting; and

Direct the Clerk to read By-law 84-2024 during the Consideration of By-laws.

Strategic Objectives

3c) Modernizing and Enhancing Municipal Functions - Continue investment in modernized services, including the integration of current best practices and automation, by engaging in service transformation and process mapping

Background

At the regular Council meeting of August 15, 2023, Administration brought a report to Council detailing the Request for Proposal (RFP) for concession operations at the Atlas Tube Recreation Centre.

At the regular Council meeting of August 15, 2023, Council passed the following motion.

Resolution #235-08-2023

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.

At the regular Council meeting of June 27, 2023, Administration brought a report to Council detailing options for use of space at the Atlas Tube Recreation Centre to potentially relieve crowding near the current concession location.

Resolution #185-06-2023

Direct the Division Leader – Community Services:

- a. To investigate possible solutions to the Atlas Tube Recreation Centre's concession location, to mitigate patrons within the ice rink hallways, utilizing the Atlas Tube Recreation Centre's room's 010 (pro shop), 011 (common kitchen or server), and room 012 (snack bar or concessions); and
- b. To prepare an agreement to enter into a one-year contract with Belle River Source for Sports for the rental of the Atlas Tube Recreation Centre's Room 010 – Pro Shop, in the amount of \$308 per month, during the months of September 2023 to March 2024, for a total of \$2,156.00 plus HST; and
- c. To post an RFP for Concession operations for a one year term from September 2023 to March 2024, to allow for potential changes to the space beginning in April 2024; all as presented at the June 27, 2023 Council meeting.

At the regular Council meeting of June 25, 2024, Administration brought a report to Council detailing the outcomes of the 2023 workspace assessment and recommendations. One of the recommendations was to convert the ATRC Pro Shop space to more office and cubicle space. The Recreation Division moved into this space in September 2024.

Comments

The ATRC concessions operation was reported to have been very well run and highly accessible to residents and visitors in 2023-2024. M & M Concessions continues to work with Administration when complaints or ideas come about, continuing to find remedies in a timely fashion

Use of adjacent spaces near this location were considered as part of the Town Hall Renovation project for temporary office space, and as such, Administration did not post an RFP for the provision of concession operations at the ATRC. Administration recommends extending the current lease and monthly amount for an additional 2-year period due to the current operator being the only compliant bid in 2023, and the difficulties in finding these types of services.

In July 2023, M & M Concessions was the only vendor that provided a compliant bid prior to the closing date.

Financial Impacts

The sum of \$400.00 per month, for 8-month season. (September to April annually)

Attachments

2023 - 08 - 15 - RFP for Concessions at Atlas Tube Recreation Centre

Report Approval Details

Document Title:	Extension of Contract for Concessions at the ATRC.docx
Attachments:	- RFP for Concessions at Atlas Tube Recreation Centre.pdf
Final Approval Date:	Sep 17, 2024

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

Prepared by Frank Jeney

Approved by the Corporate Leadership Team