
CITY OF KELOWNA

MEMORANDUM

Date: October 3, 2002
File No.: 0870-20
To: City Manager
From: Civic Properties Manager
Subject: Queensway Marina RFP

RECOMMENDATION

THAT City Council approve the revised Request for Proposal for the Queensway Marina dated October 7th, 2002 attached to the report of October 3, 2002.

BACKGROUND

City Council on September 16, 2002, adopted a resolution to terminate the current month to month lease with Kelowna Marina Ltd. and to issue a new Request for Proposals (RFP) for construction and operation of the marina at the foot of Queensway Avenue. The existing month to month lease with Kelowna Marina has been terminated as of October 1, 2002 and a revised RFP will be issued following Council's approval. Minor revisions to the original RFP document have been made to clarify the intent and to reflect additional terms resulting from the original RFP discussions. Highlights of these updates are as follows:

- Section 3, Clause 3.4 - clause added to prohibit lobbying of City representatives during the RFP period and prior to an RFP being presented to Council.
- Section 7, Background and Situation Overview – Intent amended to identify the existing and extended lease areas are to be considered as one area when planning for a proposal submission. The 180-day termination clause comes into effect only after the initial three-year period.
- Section 8.1, Minimum acceptable monthly rent is \$1,000 per month plus a 5 cents per litre share of the fuel sales. Implementation timeframe amended to:

Issue RFP	October 16, 2002
Proponent's Meeting	October 22, 2002
Close RFP	November 14, 2002
Complete evaluations/presentations/negotiations	November 22, 2002
Council Award	December 02, 2002
Target opening date	May 17, 2003

- Section 8.2, Basic Requirements - Minimum stalls available for hourly/daily/weekly moorage is 15.
- Section 9.0, Evaluation Criteria – Amended to reflect the RFP updates.

Jim R. Waugh
Civic Properties Manager

JRW/kv

Attachment

cc: Director of Parks and Leisure Services
Deputy Director of Finance
Parks Manager