

Memo



Date: January 4, 2011
File: 5880-20
To: City Manager
From: Manager, Property Management,
Subject: STUART PARK ICE RINK - MOBILE VENDOR CONTRACT (SCOOTER'S ICE CREAM)
Report Prepared by: T. Abrahamson, Property Officer

Recommendation:

THAT Council approve the City entering into a mobile vendor contract for concession services at the Stuart Park ice rink between the City of Kelowna and Scooter's Ice Cream to provide concession services to the Stuart Park ice rink for one (1) three (3) month term from January 10th to April 10th, 2011 at a rate of \$200.00/month with no further right of renewal;

AND FURTHER THAT the Director, Real Estate and Building Services be authorized to execute the Concession Agreement.

Purpose:

To enter into an exclusive Concession Agreement for mobile concession services at the Stuart Park ice rink.

Background:

The Stuart Park ice rink was commissioned in December, 2010, to operate as a public outdoor skating rink. Staff was requested to investigate the possibility of a mobile concession opportunity for users of the facility. Due to the unique nature of this facility, concession revenue is uncertain and therefore a short term concession contract is contemplated. This will allow staff to determine the needs of users in order to put a longer term contract into place.

Staff recently negotiated a three (3) year contract with Scooter's Ice Cream for mobile concession service to three (3) City-owned parks. Being an established contractor with the required equipment and expertise, Scooter's was asked to provide concession service for a three (3) month period to allow staff to determine usage needs. The contract will pay \$200.00/month and is supported by staff.

The vendor will offer hot chocolate and coffee as well as hot dogs and healthy food choices such as granola and protein bars. The concession will operate during peak usage which is expected to be 10:00am - 2:00 pm and 4:00pm - 8:00 pm daily, weather permitting.

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The contract is for the 2011 season only and will provide the rink with an experienced and certified contractor to handle the immediate concession needs. A detailed RFP will be issued for the next season incorporating data collected on this short-term contract will assist in determining the appropriate competitive process to develop a long term contract.

Internal Circulations:

Purchasing Manager

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/Statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

External Agency/Public Comments:

Community & Media Relations Comments:

Alternate Recommendation:

In light of the above, the Property Management branch of the Real Estate & Building Services department request Council's support of this Mobile Vendor Contract.

Submitted by:



Ron Forbes, Manager
Property Management

Approved for inclusion:



John Vos, General Manager Community Service for
Doug Gilchrist, Director, Real Estate & Building Services

cc: M. MacGillivray, Manager, Purchasing