

Request for Expression of Interest (REOI)

Operation of Arena Concession (September–April) with optional Summer Baseball Camp Concession (August)

1. Introduction

The Town of Oliver is seeking Expressions of Interest (EOI) from qualified individuals, businesses, or community groups to operate the concession at the Oliver Community Arena for the upcoming hockey season, running **September 2026 through April 2027**. Successful applicants should understand they will be expected to pay a monthly rental fee for the exclusive use of the kitchen, and additional storage fees if additional storage is required for the operation of the concession.

In addition, applicants may choose to express interest in operating a **supplementary concession service for the youth baseball camp, Big League Experience, July 30th to September 6, 2026**, which will be considered an added advantage during evaluation. Please note there will be no rent or storage fees for the duration of the baseball camp as the space has already been leased by Big League Experience.

2. Scope of Services

The successful operator will be responsible for:

- Full operation of the arena concession during all scheduled hockey events, practices, tournaments, and special event bookings from **September to April**. Applicants who are considered will plan to have regular daily hours throughout the week (7 days).
- Offering a menu that is affordable, family-friendly, and well-suited to a sports facility environment, with an emphasis on environmentally sustainable products and packaging, as well as a strong selection of healthy food options.
- Entering into an agreement with the JMRH Hockey Development ULC for commission to be paid out during WIJHL games on food and liquor sales.
- Ensuring compliance with all applicable health, safety, and food-handling regulations.
- Staffing, training, and supervision of concession personnel.
- Daily cleaning and maintenance of the concession area and equipment.
- Coordination with arena management regarding schedules, access, and facility requirements.

Optional Add-On: Applicants may also propose to operate a catering service for the **August baseball camp, Big League Experience**, including breakfast lunch and dinner, as well as light food and beverage offerings suitable for outdoor youth programming. Contract to be independently negotiated and signed with Big League Experience.

4. Proposal Requirements

Interested parties should submit an Expression of Interest that includes:

- **Business/Organization Name** and contact information
- **Relevant experience** in food service, concession management, or similar operations with references and contact information.
- **Proposed operating plan**, including staffing, menu concepts, pricing approach, and hours of operation
- **Health and safety compliance plan**
- **Statement of interest** regarding the optional August baseball-camp concession
- **Any additional services** or innovative ideas
- **Successful applicants will be expected to provide:**
 - **a Town of Oliver Business License,**
 - **Interior Health Permit to Operate,**
 - **a commercial general liability policy naming the Town of Oliver as additional insured for liability,**
 - **WorkSafeBC coverage for staff,**
 - **Food Safe certificates and Serving it Right certificates.**

5. Evaluation Criteria

Submissions will be evaluated based on:

- Demonstrated experience and capability
- Quality and feasibility of the operating plan
- Financial terms and overall value to the facility
- Ability to provide consistent, reliable service throughout the season
- Willingness to operate the August baseball-camp concession

- Creativity, community engagement, and added benefits

6. Submission Details

Expressions of Interest must be submitted before Wednesday, July 15, 2026 by way of email to **admin@oliver.ca**

Late submissions may not be considered. We will only be contacting those applicants who are successful.

7. Additional Information

A site visit or meeting can be arranged upon request. Equipment lists may be provided to interested applicants. Successful applicants will be contractually obligated to pay the monthly rental rate until the end of the season, regardless of an operational business, or provide 90 days contract cancellation notice.

8. Reservation of Rights

The Town of Oliver reserves the right to accept or reject any or all submissions, to negotiate with any applicant, and to cancel this REOI at any time without obligation.