



ADDENDUM #3

Request for Proposals (RFP)
RFP 2023-PR&C-01

To All Proponents:

February 27, 2023

This Addendum forms part of Request for Proposals RFP 2023-PR&C-01 Ferry Island Campground Operator and shall be read, interpreted, and coordinated with all other parts. The following changes, additions, deletions, or clarifications are hereby made a part of the RFP:

Changes

None.

Questions:

Q # 1. Do you have previous financial and occupancy numbers from before Covid? Specifically 2018-2020.

- 2019 occupancy numbers were 6330, and total after 30% to COT was \$97,021.65
- 2018 occupancy was 6246, and totals after 30% to COT was \$91,168.67
- 2020 was the big covid year and numbers were lower. Occupancy was 4898 and total after 30% to COT was \$82,798.01

Q # 2. What did the previous operators charge for a firewood bundle?

Our understanding is that it has been \$8 per bundle.

Q # 3. Was this ever a BC Park or does the campground just follow many of their policies?

No, this has never been a BC Park, we likely just incorporate many similar policies.

Q # 4. Do you have previous years' utilities and garbage removal costs?

No, we do not have this data.

Q # 5. Can some of the rules/bylaws be changed if we were the successful contractor- ie: quiet time changed to 10PM instead of 11PM?

Yes, changes to the current rules could be considered.

Q # 6. The fire wood currently states that we can sell for 8\$ per bundle but does not stipulate the size of bundle, is there a size of bundle that Terrace is expecting?

In past years the typical bundle has been roughly 0.75 of a cubic foot or 10-12 pieces.

Q # 7. How big of an ordeal would it be to increase the cost of the fire wood bundle to \$10

Price adjustments can be considered, if considering inflationary pressures and other input costs.

Q # 8. The amount that is paid back to the city is this based on fees only, or does it include the revenue from the firewood, and or any service plus that may be offered or approved.

This is only based on fees, revenue from firewood is separate.

Q # 9. Would the city consider a three-year term with the option of renew for an additional 2 years

For the purpose of this RFP we will maintain the term indicated.

Q # 10. Can you please provide the weighting of the mandatory evaluation criteria.

Proposals will be evaluated based on the following criteria:

- Percentage of annual gross revenues remitted to the City of Terrace; 25%
- Relevant experience managing and operating campgrounds; 20%
- Quality and feasibility of the services proposed; 20%
- Experience and qualifications of the personnel who will be responsible for managing the campground; 10%
- Financial stability and ability to manage the campground; 5%
- Demonstrated ability to comply with health and safety regulations; 5%
- Ability to promote Terrace and Ferry Island as a destination for outdoor recreation and tourism; 10%
- Any value added or innovative elements. 5%

END OF ADDENDUM #3

All other terms and conditions of the original Request for Proposals shall remain the same. This Addendum will form part of any contract entered into with the successful Proponent.

Issued by:

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