



April 2, 2026

The Corporation of the City of Owen Sound

RFP-26-002

**Operation of a Food Concession at Julie McArthur Regional
Recreation Centre**

Addendum No. 1

Note that this addendum is to be considered part of the above noted project as though included with the original version.

Questions and Answers:

Question 1:

My question to pass along to the Y (I assume) is around the noise of equipment and requests; mainly if its tolerable for:

- blenders
- Espresso machine
- coffee grinding

Answer 1:

Equipment that emits intermittent sound and not continuous is acceptable (espresso machine and coffee grinder are acceptable). Noise-reduction covers or equipment must be used for blenders, however still must be approved by the City by the successful proponent. All proposed equipment should be included in the proponent's technical proposal under Section iv) Operational Plan.

Question 2:

Additional question; in the times that there is tournaments is there an allowance for putting up temporary posters to let people know the concession is open around the corner? or simple A frame signs put about

Answer 2:

A frame signs are allowed; these can be placed inside the East West corridor when the canteen is open. These signs must be approved by the City and are required to comply with the City's Sign By-law.

Question 3:

- In regard to Appendix B - A.1 deliverables, equipment provided, it states no new equipment may emit vapour or use grease. Are any or all of the following items

permitted?
-microwave
-juicer
-blender
-dishwasher
-convection oven
-air fryer
-panini press
-popcorn machine

Answer 3:

A microwave, juicer, dishwasher, and/or panini press is acceptable. A noise-reducing case is requested for blenders. The City would work with the successful proponent regarding the use of an air fryer, convection oven, and/or popcorn machine in the space based on the food being prepared and the specifications of the equipment. All new equipment is still subject to approval by the City and can be rescinded at any time if they do not meet the requirements provided in the scope of the RFP.

Question 4:

- Is the city responsible for cost of repair/ maintenance for the current equipment owned by the city?

Answer 4:

Please refer to Section A.1 Background – Equipment Provided and Section 3 and 4 of Attachment 3 – JMRRC General Conditions of Contract.

Question 5:

- In regard to Appendix B A.2 scope of work, what extent of renovations are permitted in the space (all at the cost of the proponent)?
- extending or moving water & electricity to different locations in the space?
- painting?
- branding?
- new fixtures?

Answer 5:

Alternations to improve the functionality of the operations of the canteen and appearance of the space will be considered. All alterations must first be approved by the City as per Section 15 of Attachment 3 – JMRRC General Conditions of Contract. The City would also work with the successful proponent on branding and signage.

Question 6:

- Do we need to have replicated hours in relation to the YMCA?

Answer 6:

Please refer to Section A.1 – Background and Section A.3 – Schedule.

Operating hours of the JMRRRC will generally be Monday to Friday 6:00 a.m. to 10:00 p.m., Saturday 7:00 a.m. to 9:00 p.m.; and Sun 7:00 a.m. to 8:00p.m., exception being statutory holidays.

The successful proponent shall keep the concessions open and operational for business during the peak times scheduled seasonally based on rentals, user groups, events, and tournaments, however is at the discretion of the proponent. Hours must be accurately reflected and posted.

Question 7:

- Who is responsible for waste removal? Are we given access to the garbage and recycling the facility has on site?

Answer 7:

The successful proponent will be responsible for the removal of all waste and recycling from the space and will be given access to garbage and recycling areas. Garbage and Cardboard dumpsters are located outside at the North end of the JMRRRC.

Question 8:

- Who is responsible for the environmental service of the shared seating area?

Answer 8:

Please refer to Section A.2 – Scope of Work.

Maintain cleaning and sanitary standards inside the concession space and concession seating areas, the space where customers enjoy their meals.

*** End of Addendum ***