

## For Information Only

### Grace Hartman Amphitheatre Business Plan Review Update

Presented To:	Community Services Committee
Presented:	Monday, Jan 21, 2013
Report Date	Tuesday, Jan 08, 2013
Type:	Correspondence for Information Only

### Recommendation

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## Background

The original Business Plan for the operation of the newly developed Grace Hartman Amphitheatre completed by Novita Consultants was scheduled to be reviewed in relation to a post season evaluation of the site.

Contract CDD12-10, a Request for Proposal for a Post Season Analysis of the Business Plan for the Grace Hartman Amphitheatre was issued on March 12th, 2012. Schick Shiner and Associates were the only proponent who submitted a bid. Following the negotiation of a Best and Final Offer, Schick Shiner and Associates were awarded the contract in May 2012.

Key terms of the contract included:

- The successful proponent was to consult with appropriate City staff, user groups, promoters and the Bell Park Advisory Panel.
- The successful proponent was to review and provide recommendations regarding the management of operations of a range of events and activities at the venue.
- The successful proponent was to provide a priority list of future capital investments based on the results of the consultation process.
- The report was to include operational and capital budget implications based on any changes to the design and/or operation of the venue.
- The final report was to be presented to the City within 6-8 weeks of awarding the contract.

An initial site meeting was conducted by a representative of Schick Shiner & Associates in mid-July to conduct a venue tour and meet with City representatives. During meetings with City staff, the scope of work was further defined to review the following:

#### Signed By

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*Digitally Signed Jan 8, 13*

**Division Review**

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**Recommended by the Department**

Catherine Matheson  
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- Provide some direction regarding Capital Investments for the facility (additional fixed seating, roof).
- Defining the mandate of the facility (the balance between community use and commercial-promoted events usage).
- Development of operation policies and best practices including ticketing policies and sound controls.

Since the initial site visit by Schick Shiner & Associates in July, no follow information was received from the firm, despite staff efforts to attain. In December, 2012, a representative from Schick Shiner and Associates advised that no work has been done on the report and the firm could not complete the contracted work.

After consulting with Supplies & Services, staff have advised Schick Shiner and Associates that the contract has been cancelled due to failure to perform.

### **Next Steps**

Staff will be obtaining the services of another firm to complete the Grace Hartman Amphitheatre Business Plan Review. The report will include a review of the first two operating seasons of the venue (2011 and 2012) and include the same terms of reference as the original contract. As the anticipated value of the contract is anticipated to be well below \$35,000, staff will be requesting quotations from consulting firms in the facility management, leisure, recreation industry.

It is anticipated that the Grace Hartman Amphitheatre Business Plan review will be presented to the Community Services Standing Committee by June, 2013. Any recommendations for policy development would not apply until the following operating season (2014) to provide festival and event organizers sufficient time to prepare for any new policy changes.