



## **REQUEST FOR PROPOSALS: CHINA CREEK CAMPGROUND BUSINESS OPPORTUNITIES**

### **I. Reference Date**

This Request for Proposals (RFP) is dated June 11, 2021

### **II. Background**

The Port Alberni Port Authority (PAPA) operates China Creek Campground & Marina located approximately 10 kms south of the City of Port Alberni. The area is surrounded by the spectacular natural west coast setting of the Alberni Inlet and includes a marina with over 2300 lineal feet of side tie moorage and 200+ campsites ranging from large, fully-serviced to accommodate large RVs to cozier, quieter sites for those who prefer being more in touch with nature. And, just last year, 2 new “glamping” cabins, branded as Coho Cabanas were constructed. Area amenities include a marine fuel dock; heated washrooms and showers; coin-operated laundry; playground & children’s bike park; picnic area and stunning natural tidal beach area with some of the best, most easily accessible and well-known diving area on the west coast with direct access to the famous Alberni Inlet Trail.

PAPA has been, and will continue to invest, in a number of improvements to China Creek Campground & Marina’s facilities and marketing efforts to expand its customer base. We currently have working agreements with following operators:

- ✓ BC Ferries Vacations
- ✓ Arbutus RV
- ✓ Coho Cabanas operator
- ✓ Wind Rider Kite Boarding

We are also actively seeking to attract:

- ✓ Diving school operator
- ✓ Mountain biking tour guide
- ✓ Water sports and activities equipment rentals
- ✓ Fishing Charter
- ✓ Concession operator

The facility is currently open from April 1st through September 30th each year to all guests with off-season reservations available to stay in the Coho Cabanas. However, the area remains active year-round as a popular location for hiking the Alberni Inlet Trail; diving the shipwreck off the China Creek Campground beach; fishing, prawning and crabbing; and other outdoor activities, thus offering an expanded business season opportunity.



### **III. Purpose**

In order to continue to enhance the amenities PAPA is issuing a Request for Proposals (RFP) for the rental of 970 sq. ft. of indoor space in the China Creek Campground and Marina main office building. This space has been known as the “Concession” as it has been used for food services preparation and sales area. The space specifically dedicated to food services includes preparation, service & storage areas and fixtures. The area also includes outdoor space for tables, chairs, etc for customer seating and service. Additionally and/or alternatively, the space is large enough to offer assorted sundries and “General Store” items that are desired by facility camping guests and recreational day use visitors as well as an outlet for guided outdoor activities and equipment rentals.

This RFP encourages all interested parties to consider all potentially compatible business opportunities for the area, such as taking advantage of the natural surroundings to offer water sports and hiking equipment rentals, guiding services, water transportation, etc., instead of, or in addition to, food services and or sundries sales.

PAPA encourages all interested entrepreneurs to submit a proposal as there is an opportunity for multiple businesses to operate at the facility.

### **IV. Potential Operator Fees and Incentives**

In further effort to support the development of this opportunity PAPA is open to working with committed, creative and dedicated entrepreneurs towards flexible solutions to meet mutual goals of financial viability and sustainable operation of a guest amenity business. Such flexibility includes potential to negotiate a long term lease with a graduated annual fee schedule that recognizes start-up costs and capital expenses.

Additionally, PAPA recognizes the seasonal nature and location for this business. Therefore, the organization is open to considering additional revenue opportunities that the successful proponent may wish to pursue under this RFP as well as any additional areas that may be required.

Furthermore, PAPA may offer a serviced campsite to the successful proponent who may wish to live on location in their own Recreational Vehicle, if required to provide the necessary operational support for a selected proposal.

PAPA will negotiate a lease with the successful proponent. While all best efforts will be made to complete a lease with the successful proponent to this RFP no guarantee of agreement is implied or explicitly stated.

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## **V. Evaluation Criteria**

Proposals will be evaluated on the following criteria:

- ✓ Creativity and enthusiasm
- ✓ Experience of proponent
- ✓ Business proposition to PAPA
- ✓ Proponent references

## **VI. Submissions**

All interested parties are encouraged to submit proposals in confidence by email outlining their vision for the retail shop in consideration of the description of facility and priorities described above.

Any parties interested in viewing the available space and facility in support of developing a proposal may contact: Cecilia Addy, Manager of Marina Services at 250-731-4862

## **VII. Contact**

Please email proposals to:

Dave McCormick, MBA: Director, Public Relations & Business Development  
Email: dmccormick@papa-appa.ca

## **VIII. Deadline**

Open Call