



VANCOUVER
BOARD OF
PARKS AND
RECREATION

July 23, 2019

MEMO TO : Park Board Commissioners

FROM : Malcolm Bromley
General Manager, Vancouver Board of Parks and Recreation

SUBJECT : **Golf Pro Services Interim Contracts – Board Briefing Memo**

Dear Commissioners,

The purpose of this memo is to update you on the public Notice of Intent to Contract (NOITC) to award golf professional service contracts at Fraserview, Langara and McCleery golf courses. A more comprehensive presentation on the larger golf portfolio is being prepared, however completion of this procurement process is required in the interim.

At the Park Board's three full-sized golf courses, the following operations are currently outsourced: pro shop retail operations, including green fee collection; first tee starter staff; professional golf lessons; cart rentals; driving range operations; and day-to-day customer care. The course maintenance and oversight of the overall golf experience is the responsibility of Park Board staff. As per the terms and conditions of the current agreements, the three golf professional service contracts have been overholding since December 31, 2018.

Based on City of Vancouver procurement policy, the provision of professional golf services should be considered for a tender process, however the Bid Committee has approved providing the existing professional golf contractors short-term contracts of three years, with two 1-year options to renew. This interim plan has been proposed in order to provide a bridge for a golf services review to be undertaken (currently being contemplated) and until the Langara Golf Course drainage improvements project is completed (delayed since March 2018). Both of these projects make a traditional procurement process challenging by creating uncertainty in operations and risk for new golf management professionals. This strategy ensures continuity of operations until future direction is determined.

The NOITC will be publically posted over the next couple weeks; due to the value of the Fraserview contract, it will be brought to the Board for approval prior to execution.

Regards,

A handwritten signature in black ink that reads 'Malcolm Bromley'.

Malcolm Bromley
General Manager - Vancouver Board of Parks and Recreation

/sa/clc

Copy to: PB Senior Leadership Team
PB Commercial Operations
PB Communications