



City of Prince Albert

RPT 2024-226

TITLE: Skate Sharpening Service Agreement 2024 - Kinsmen Arena

DATE: July 15, 2024

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

1. That the Service Agreement between The City of Prince Albert and Prosharp Prince Albert for Skate Sharpening Services at the Kinsmen Arena, be approved for a three (3) year term from September 1, 2024 to April 30, 2027;
2. That the annual service fee for the term of the Agreement be set at \$1,400.00 plus applicable taxes; and,
3. That the Mayor and City Clerk be authorized to execute the Service Agreement on behalf of The City, once prepared.

EXECUTIVE SUMMARY:

Requesting that City Council approve a new Service Agreement with Prosharp Prince Albert for skate sharpening services at the Kinsmen Arena.

BACKGROUND:

In 2016/2017 the City of Prince Albert offered a Skate Sharpening Service Agreement for the first time since 2007. Prosharp Prince Albert held that contract for the 2016/2017 season and for the following 3 year term of 2018 to 2021 after it went to a RFP.

PROPOSED APPROACH AND RATIONALE:

Prosharp Prince Albert was the only bidder on these services and it is recommended that the City enter into a new three (3) year agreement with them as they have met the City's expectations over the past Eight (8) seasons.

Highlights from the Service Agreement include:

- The new term is September 1, 2024 to April 30, 2027.
- Prosharp will maintain \$1,400.00 plus applicable taxes.
- Prosharp will have exclusive access to a dedicated forty-five (45) square foot skate sharpening room in the lobby. They have permission to sell any hockey related items but everything must remain contained in the dedicated space.
- Prosharp can determine their own hours of operation but they cannot exceed the facility hours of operation.
- Prosharp is obligated to provide the best possible quality of service in all technical aspects and in personal relations. They must accept all complaints or requests for refunds without implication to the City and agree to be courteous in speech, demeanor and refrain from derogatory behaviour.
- Similar to City employees, all employees of Prosharp that are 18 years of age or older must submit a Criminal Record Check to the City.
- Prosharp must attain the necessary liability and content insurance policies, comply with Workers Compensation Board requirements, have an active City Business License.
- The agreement can be terminated by either party by providing thirty (30) days written notice.
- The agreement cannot be assigned or sub-contracted without approval from the City.

CONSULTATIONS:

Consultation was held with the City's Recreation Coordinator responsible for the Arenas prior to submitting the recommendation. A review of the Service Agreement will also be conducted with Prosharp Prince Albert prior to drafting the new agreement.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Signage will continue to be placed at the Kinsmen Arena and the City will assist with promoting the services through various advertising channels offered by the Community Services Department.

BUDGET/FINANCIAL IMPLICATIONS:

The annual revenue generated through the Service Agreement will be \$1400.00 plus applicable taxes.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no other options to the recommendation, and no privacy implications or other considerations.

STRATEGIC PLAN:

The Skate Sharpening Service Agreement aligns with the Strategic Priority of Delivering Professional Governance. More specifically, the partnership with ProSharp aligns with the Area of Focus related to an Engaged Government where the focus is to strengthen relationships with external organizations to share information and collaborate on projects and services.

OFFICIAL COMMUNITY PLAN:

The objectives of the report are in line with the OCP implementation strategies related to Parks, Recreation, Culture Facility Planning and working with partners to enhance community programming and service levels.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. Skate Sharpening Service Agreement - Kinsmen Arena

Written by: Curtis Olsen – Sport & Recreation Manager

Approved by: Jody Boulet – Director of Parks, Recreation & Culture and Sherry Person – City Manager