

# Alix Arena Association -Alix, Alberta

## REQUEST FOR TENDER (RFT)

### Alix Arena Concession Operator

**Issued by:**

Alix Arena Association  
4935 Leon St  
Alix, AB T0C 0B0

**Tender Opening Date:** June 8, 2026

**Tender Closing Date:** July 17, 2026

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## 1. Overview

The Alix Arena Association (the "Association") is inviting sealed tenders from qualified individuals or businesses interested in operating the concession (the "Concession") at the Alix Arena.

The Concession provides food and beverage services during arena operating hours, including minor hockey, recreational use, and special events.

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## 2. Term of Agreement

- The initial contract term will run from **September 15th, 2026 to March 30, 2027** (or similar seasonal term determined by the Association).
  - Opportunity for renewal may be considered annually based on performance and mutual agreement.
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## 3. Scope of Services

The successful proponent (the "Operator") will be responsible for:

- Operating the Concession during scheduled arena ice times and events
  - Providing food and beverages in a professional, efficient, and customer-friendly manner
  - Maintaining a clean and sanitary concession, lobby, and seating area
  - Staffing during all required operating times
  - Purchasing and managing all inventory at their own expense
  - Setting menu items and pricing in consultation with the Association
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## 4. Key Responsibilities

The Operator must:

- Comply with all applicable regulations, including **Alberta Health Services (AHS)** and **WCB requirements**
  - Ensure all staff hold valid food safety certification
  - Maintain high standards of cleanliness, including:
    - Daily cleaning and waste removal
    - Proper disposal of cooking grease
  - Arrange and pay for:
    - Annual (minimum) professional deep cleaning of fryer and exhaust systems
  - Maintain accurate sales records and provide summaries upon request
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## 5. Financial Terms

- Proposed **monthly rent (minimum expectation: \$400/month)** must be included in the tender submission
  - Operator is responsible for:
    - All inventory costs
    - Staffing costs
    - Applicable taxes (GST, etc.)
  - The Association will cover:
    - Utilities (heat, power, water)
    - Major equipment repairs (normal wear and tear on provided equipment)
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## 6. Equipment and Facilities

The Association will provide access to:

- Kitchen equipment – limited to what is available, additional equipment to be provided by operator
- Serving counters
- Storage space/deep freeze/ pop cooler

The Operator is responsible for:

- Day-to-day cleaning
  - Minor maintenance
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## 7. Insurance Requirements

The successful applicant must provide:

- Commercial General Liability Insurance (minimum **\$2,000,000**)
  - Product liability coverage
  - Naming the Alix Arena Association as an additional insured
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## 8. Termination

- Either party may terminate with **60 days' written notice**
  - Immediate termination may occur for:
    - Health or safety violations
    - Failure to operate during scheduled events
    - Repeated cleanliness concerns
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## 9. Submission Requirements

Tender submissions must include:

1. **Business Information**
  - Name and contact details
  - Relevant experience (food service, concession, restaurant, etc.)
2. **Proposed Operation Plan**

- Sample menu and pricing
  - Staffing plan
  - Hours of operation coverage
  - 3. **Financial Proposal**
    - Monthly rent offered to the Association
  - 4. **References**
    - At least two relevant references
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## 10. Evaluation Criteria

Submissions will be evaluated based on:

- Experience and qualifications
- Quality and variety of proposed menu
- Ability to meet operational requirements
- Financial return to the Association
- References

The Association is not obligated to accept the highest or any tender.

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## 11. Submission Instructions

- Tenders must be submitted electronically clearly marked:  
**“Alix Arena Concession Tender”**
  - Submission deadline:  
**July 20, 2026, at 4:00 PM**
  - Submit to:
    - alixarena2025@gmail.com
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## 12. Inquiries

All questions regarding this tender may be directed to:  
Joe Lovell – Alix Arena Association Board, Vice President  
403-392-6932

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## 13. Additional Information

All Tenders submitted will receive a time stamped confirmation of receipt.

Tenders will be opened and reviewed by the Alix Arena Association hiring committee, only the successful candidate will be contacted following the review.

The successful proponent will be required to enter into a formal **Concession Operator Agreement** consistent with the terms outlined above.

Tender will be awarded by August 7<sup>th</sup>, 2026