



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

February 24, 2025

TO: Mayor Matthew Shoemaker and Members of City Council
AUTHOR: Karen Marlow, Manager of Purchasing
DEPARTMENT: Corporate Services
RE: Leasing and Operation of Space John Rhodes Community
Centre

Purpose

The purpose of this report is to obtain Council approval to award lease and operation of space for a Pro Shop at the John Rhodes Community Centre (JRCC) for a term of five years commencing March 1, 2025, and expiring May 30, 2030, with the option to renew for one additional term of five years subject to successful negotiation, as required by Community Development and Enterprise Services (CDES).

Background

The proposal was publicly advertised, and notification was provided to firms on the bidders list. Proposals were required to be submitted for consideration no later than 4:00 p.m. on January 15, 2025.

Analysis

A proposal from one proponent was received prior to closing deadline:

- JAYTEQ PRO SHOP, Sault Ste. Marie, ON

The proposal received has been reviewed and evaluated by a committee of CDES staff. It is the consensus of the Evaluation Committee the proponent scored adequately in the evaluation process. JAYTEQ PRO SHOP is the existing tenant leasing the space for the past two years and will continue to operate as a Pro Shop. Staff recognizes the role the Pro Shop plays in providing a valuable service to patrons at the facility and fits well within the facility.

Financial Implications

JAYTEQ PRO SHOP proposed variable rent payments for winter (September to April) and summer (May to August), setting the annual base rent as \$11,560 plus HST (averaging \$963.33/month). The monthly common area rate cost will be \$96.33/month plus HST.

Jayteq Pro Shop is responsible to pay all property taxes associated with the space.

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This agreement will not impact the Operating Budget.

Strategic Plan / Policy Impact / Climate Impact

This is an operational matter not articulated in the Corporate Strategic Plan.

Recommendation

It is therefore recommended that Council take the following action:

The relevant By-law 2025-26 is listed under item 12 of the Agenda and will be read with all by-laws under that item.

Respectfully submitted,

Karen Marlow

Manager of Purchasing

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