

Café Expression of Interest Brennan Park Recreation Centre

Introduction

The District of Squamish is seeking expressions of interest (EOI's) from qualified café operators to lease and operate a café within a warm shell commercial space located in the Brennan Park Recreation Centre at 1009 Centennial Way. The space is intended to host a café that will serve the community and visitors of Squamish.



Next Closest Operators

- Tim Hortons:
Approximately 1 km
- Squamish Adventure Centre (Caffe Garibaldi):
Approximately 2 km
- Wonderlands Coffee:
Approximately 1 km

The Facilities

Brennan Park Recreation Centre is Squamish's community recreation and culture hub and services the population of 29,000. The Centre offers a multitude of recreational activities and houses indoor and outdoor facilities including an aquatic centre, ice arena, mountain bike skills park, auditorium, outdoor sport courts and artificial turf field.

Café Expression of Interest

Brennan Park Recreation Centre

Lease Space Details

Area

- Café (Unit 105) = 16.78 m² (181 ft²)
- Storage (Unit 105 A) = 12.90 m² (139 ft²)

Construction Details

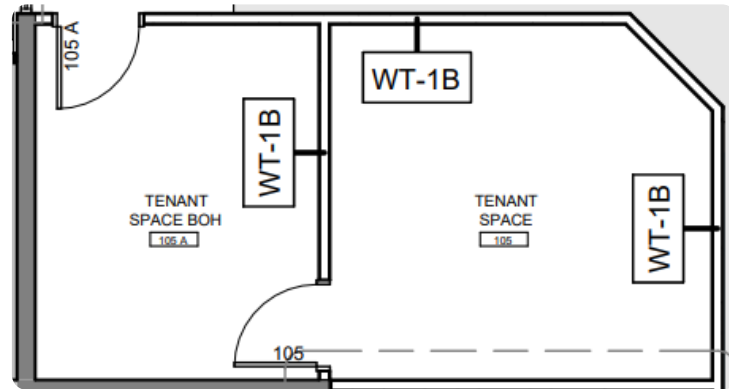
- Completed exterior
- Drywall and joint compound on existing structure is post 1990
- Hazardous materials surveys available
- Interior walls unfinished
- Café space open exposed ceiling
- Storage room T-bar with acoustic tiles

Electricity/Lighting

- 100-amp three phase panel (on separate meter)
- Basic lighting
- One electrical outlet

Flooring

- Café space – no flooring
- Storage room – tile floor



Services

- 1" cold water line
- Access to domestic hot and cold water in ceiling space
- 4" sanitary stack

Heating/Cooling

- Operational HVAC (tied to existing building system)

Cooking / Heating Classification

- Café space is classified as a Class 2

Permit Details

- Responsible for obtaining building permit
- Responsible for obtaining and maintaining VCH permit

Tenant Responsibilities

Tenant will be responsible for:

- Kitchen equipment, fixtures, or furnishings
- A complete interior café layout, including equipment plan
- Additional electrical outlets
- Obtaining all building permits and approvals
- Café-specific infrastructure such as:
 - All food prep equipment
 - Sinks and fixtures
 - Refrigeration/storage units
 - Service counters/cabinetry
 - Coffee/espresso equipment
 - Cooking appliances
 - POS systems
 - Dishwashing appliances
 - Kitchenware or smallwares
 - Point of sale equipment
- Hiring and managing staff
- Maintaining hours of operations as agreed
- Ensuring compliance with Vancouver Coastal Health (VCH) health and safety regulations
- Cleaning and maintaining the leased space

Proposal Submission Requirements

Respondents must include the following in their proposal:

Business Profile

- Company history, ownership, and qualifications
- Experience operating cafés or similar food-service establishments

Concept Description

- Menu concept
- Target audience
- Proposed pricing strategy

Financial Proposal

- Proposed lease fee
- Proposed lease term
- Financial capacity

Operating Plan

- Hours of operation
(Recommended hours of operation: Weekends and Statutory Holidays: 9 a.m.–3 p.m. Weekdays: 12–7 p.m.)
- Staffing plan
- Customer service approach

Design and Fit-Out Plan

- Preliminary layout or concept design
- Equipment list
- Timeline for design, permitting, construction, and opening

Health and Safety Compliance

- Food safety procedures
- Certifications
- Accessibility considerations

References

- Minimum of two references from previous commercial partners or landlords



Evaluation Criteria

Proposals will be evaluated on:

- Experience and qualifications
- Strength and feasibility of the café concept
- Quality of operating plan
- Proposed timeline
- Alignment with organizational goals
- Viability of tenant improvement plan for a warm shell
- Expansion of services to the public
- Expansion of current/product service offering to the community
- Enhancement of experience at the Centre
- Provision of wholesome/nutritious food
- Improve the financial return to the District
- Support job creation

Submission Format and Deadline

EOI submissions must be received by 4:30 p.m. on Friday February 27, 2026, by hard copy: 1009 Centennial Way or by email: rbianco@squamish.ca.

District Representative

Customer Service Supervisor, Recreation Services
Brennan Park Recreation Centre

PO Box 310
37955 Second Avenue
Squamish
BC V8B 0A3

Phone: 604-898-6882

Email: rbianco@squamish.ca

Confidentiality

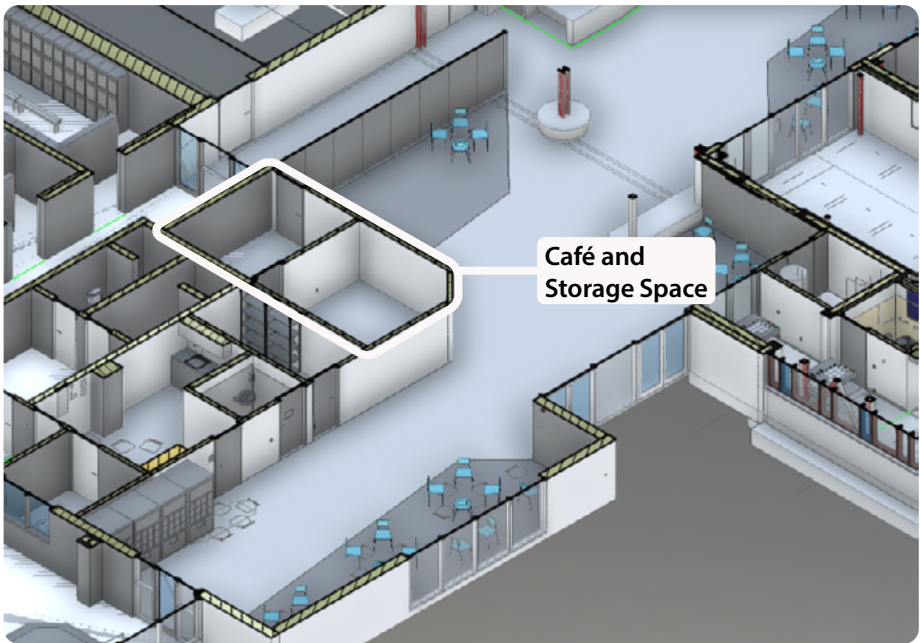
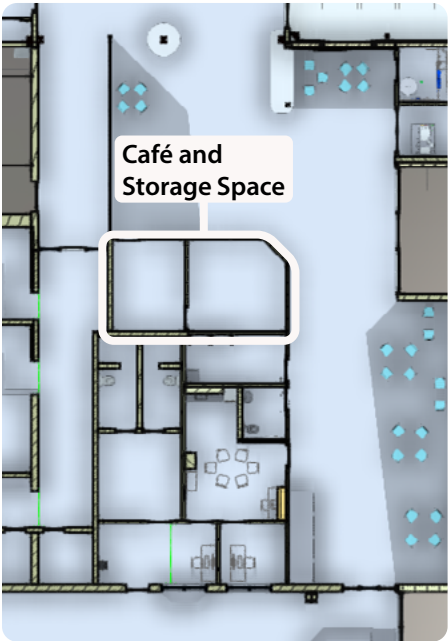
The District will receive all submissions to this EOI in confidence, including for the purposes of section 21 of the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996, c. 165. However, due to the right of access to records created by that Act, the District cannot and does not guarantee that information contained in any submissions will remain confidential if a request for access in respect of any submission is made under the Act.

If a respondent considers that any part of its submission is proprietary, including by reason of it being copyright, the submission must clearly identify those portions that are considered proprietary.

On receipt of expressions of interest, the District may: enter into negotiation with some or all of the respondents; or, choose not to continue with this process. No contractual obligations to any party will result from this request of expressions of interest.

The successful respondent will be required to enter into a lease agreement with the District and demonstrate it has the financial resources and appropriate insurance to fulfill the requirements of the agreement.

Drawing and Renderings



Café Expression of Interest
Brennan Park Recreation Centre

