CITY OF BROCKVILLE

Rotary Park Outdoor Arena Opportunity
Expression of Interest (EOI)

Attachment B - Respondent Information Form and Submission Instructions

Purpose

The City of Brockville is seeking expressions of interest from businesses, entrepreneurs, community organizations, and operators interested in using the Rotary Park Outdoor Arena during the non-ice season. This EOI is intended to gather information, assess market interest, and explore potential future opportunities for the space.

Opportunity Overview

The City is seeking concepts that activate the space, attract residents and visitors, and support recreation, tourism, community engagement, and economic activity.

Facility Information

Covered outdoor arena space with a large open floor area approximately 16,150 sq. ft. surrounded by a cement walking path and small bleacher-style seating area, closely located to public washrooms, splash pad, and public parking.

Restrictions and Operating Considerations

Concepts must be compatible with seasonal ice installation, avoid damage to facilities and comply with applicable legislation and City policies.

Business Model Information

Respondents may identify preferred rent, license, revenue-sharing or other occupancy arrangements.

Contact Information

Name:

Business Name:

Phone Number:

E-mail Address:

Organization Information

Proposed Concept

Proposed Use of Facility

Operating Period

Relevant Experience

Community Benefit

Facility Requirements

Business Model Information

Additional Information

Submission Instructions

Submit the completed form and supporting information by the deadline to procurement@brockville.com with the Subject Line: EOI - Rotary Park Outdoor Arena Opportunity.

Email proposals cannot contain file sizes totaling more than 6MB. Emails with attachments larger than 6MB are too large and will not reach the inbox of city staff. All submissions will be sent a confirmation of receipt. If proponents do not receive a confirmation of receipt, it is their responsibility to ensure that the documents are received by the city.

Paper copies in a sealed envelope will also be accepted. Please mail or drop off at:
Brockville City Hall
1 King Street West
Brockville, ON
K6V 7A5

Attn: Emily Wood, Procurement, Contracting & Risk Management Coordinator
Re: EOI - Rotary Park Outdoor Arena Opportunity.

EOI Schedule

EOI Issued: 28 October 2026

Deadline for Questions: 11 November 2026

Closing Date: 18 November 2026

Accessibility

Alternative formats and communication supports are available upon request.

Privacy and Confidentiality

Information submitted may be subject to MFIPPA and used for evaluating market interest.

Important Notice

This EOI is an information gathering exercise only and does not create any obligation for the City to enter into a lease, license or agreement.