



MOUNTAINS OF OPPORTUNITY  
**CRANBROOK**

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**REQUEST FOR EXPRESSION OF INTEREST**

**FOR**

**PROPOSED FUTURE USE OF MOUNT BAKER RV  
CAMPGROUND**

**(CITY CAMPGROUND)**

**1501 – 1<sup>ST</sup> Street South  
Cranbrook, BC**

Expression of Interest No.: CRA2021-E-001

Issued: March 10, 2021

Closing Date and Time: April 15, 2021 at 2:00 PM (MST)



All Expressions of Interest will be considered. Ideas should be of sufficient detail to clearly understand what is being proposed. Upon receipt, submissions will be collated or accepted as individual submissions, and provided to Council. Council will then direct staff as to the next steps.

## **BACKGROUND**

The Mount Baker RV Campground has been operated in various states as a campground at this location since 1925.

The current campground operator has indicated they no longer wish to operate the campground for the City, effective Mar 31, 2021, the date at which the current contract expires. Additionally, major underground and surface repairs would be required to continue to operate the campground.

As the City is experiencing significant growth and modernization, Council would like to explore all potential options for the future use of this parcel.

There are significant infrastructure issues at the campground, including water, sewer, and electrical lines at end of life, and dated buildings and site configurations. It is estimated that to upgrade the campground site would cost approximately \$1.3 million, while the city receives less than \$30,000 annually in revenue from the campground operations.

### Goals for the Site

As this site has considerable value to the citizens of Cranbrook, all ideas that are submitted will be presented to Council for review. Council will consider ideas according to the overall community benefit provided. Those could include items such as financial, cultural, social, aesthetic, and sustainability benefits, downtown vibrancy, and job creation.

### Official Community Plan Designation

The land is currently designated as Park/Institutional/Recreational. Official Community Plan (OCP) changes may be required depending on the preferred idea(s) selected.

### Zoning Designation

The land is currently zoned as P-2, Community Recreation. Zoning changes may be required depending on the preferred idea(s) selected.

## Development Permit Area Designation

The Joseph Creek Development Permit Area applies to any proposed project. Development Permit guidelines can be found in the Official Community Plan.

## **Utilities and Services**

### Within Existing Campground

The existing water, sewer and electrical infrastructure within the campground is past its useful life and will be required to be decommissioned or removed. Any new projects on the site would require new infrastructure to be installed.

### Water Connectivity

There is an existing 14-inch water main on 2nd St. S. that any new water services can be connected to.

### Sewer Connectivity

The sanitary trunk main next to the campground is currently at capacity. Depending on whether a new project on the site increases demand on the system, upgrades to the trunk main may be needed.

### Stormwater

Stormwater is to be managed on site. The City is open to discussing alternative options.

### Access

If the site is repurposed from its current use as an RV campground, access to the property is anticipated to be from 2nd St. S. as opposed to the current access from 1st St. S. More than one access may be considered.

### Electrical

Current electrical services on site are outdated and need to be decommissioned. New electrical services must be installed on site if any proposal requires power.

## **SUBMISSIONS**

Complete all sections required in *Appendix A – Certification Form*. Identify your idea in Section 4 of Appendix A.

### Additional Information

The City may request additional information if required. Respondents may also be asked to participate in telephone, online, or in-person interviews to further discuss their Expression of Interest and to answer questions of City administration or Council.

### Respondent Expenses

Any cost incurred by the respondent in the preparation of their Expression of Interest will be borne solely by the respondent.

### Evaluation Process

**All expressions of interest will be considered.** Ideas proposed must be clear to fully understand what is being proposed. Upon receipt, submissions will be collated or provided in their entirety, and provided to Council. Council will then direct staff as to the next steps.

### Ownership of Documents

All documents, including the Expression of Interest, submitted to the City, becomes the property of the Corporation of the City of Cranbrook.

### Submission Process

Please submit your Expression of Interest, prior to the Closing Date and Time to:

Attention: Ron Fraser, Director of Engineering & Development  
40-10<sup>th</sup> Ave. S (City Hall) Cranbrook, BC V1C 2M8  
Or via email (in PDF format) to: [ron.fraser@cranbrook.ca](mailto:ron.fraser@cranbrook.ca)

Enquires should be directed to the above via email or phone at (250)489-0232.

### **Subsequent Withdrawal or Modifications of a Submission**

Submissions may be revoked, or resubmitted at any time up until the closing date and time. A submission revocation or resubmission received after the closing date and time will not be considered and will not affect a submission.

The Respondent assumes the entire risk that any intended submission revocation or resubmission is completed prior to the closing date and time.

## APPENDIX A – CERTIFICATION FORM

### 1. Respondent Details:

*(Information received in this paragraph, or in paragraph 5 (Certification Signature), i.e. the identity of the respondent or representative, will not be shared publicly without written permission.)*

Full Legal Name of Respondent:	
Registered Address:	
Contact Person Name & Title:	
Contact Phone:	
Contact Email:	

### 2. Certification & Acknowledgement of EOI Process:

By signing Appendix A – Certification Form, we the Respondent, certify and acknowledge the following:

- a. We have carefully read and examined this EOI document, including all Parts and Appendices.
- b. We certify that the statements made in our submission are true and submitted in good faith.
- c. We acknowledge and understand that the EOI process and the submission of this response does not give rise to any contractual obligations whatsoever.
- d. We acknowledge the submitted expression of interest idea will be made public at a public council meeting on the city website and social media.

**3. Confirmation of Addenda Received:**

We confirm receipt of the following addenda that were issued by the City up until the closing date and time:

Addendum #	Issued on Date:

**4. Identification of Idea:**

*(Fill out this page in the boxes below. You may attach up to three (3) additional pages of information to support your idea.)*

My idea is:
I feel this is a good idea because:

**5. Certification Signature:**

The Respondent hereby certifies the above statements are true.

\_\_\_\_\_  
Signature of Respondent or Representative

\_\_\_\_\_  
Name of Respondent or Representative

\_\_\_\_\_  
Title of Respondent or Representative

\_\_\_\_\_  
Date