



**Nustadia Recreation Inc.
J.D.A. County Sportsplex**

Expression of Interest

Lease Space Vendor

EOI NO. 2025-12

PROPOSER INFORMATION PACKAGE

Closing Date: **January 9, 2026**
Closing Time: **4:00 P.M. M.S.T.**

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EXPRESSION OF INTREST

Lease Space Vendor

J.D.A. County Sportsplex

1.0 INTRODUCTION

Nustadia Recreation Inc. (Nustadia), the arena operators, on behalf of the County of Grande Prairie No. 1 ("the County") invites expression of interest from potential Lease Space Vendors ("the Proponent") to lease and occupy the developed space at the J.D.A. County Sportsplex located at 7407 – 108 Street, Clairmont, AB. The available lease space is approximately (5000 ft²) on the second level and is currently developed as a gym.

This document outlines Nustadia's requirements. Responses should adhere to the basic requirements and be supportive and directly related to the intended uses of the Sportsplex. Alternatives to these requirements may be considered provided that the benefits are demonstrated.

2.0 DESCRIPTION AND BACKGROUND

The J.D.A. County Sportsplex opened in January of 2013. It features two NHL size rinks and a half-pitch indoor turf field. The building design includes a welcoming lobby, meeting room, concession, sports lounge, administrative spaces, referees' change rooms, and five dressing rooms per ice surface. The second floor of the facility offers a large multi-purpose room, a warm viewing area along the South end of the rinks, where spectators can view each arena and the lease space that is currently on offer. The space should expand the ability of the building to offer complementary experiences and in the process, improve the performance of the complex from both a revenue and social perspective

3.0 GOAL AND OBJECTIVES

Nustadia's overall goal is to secure an appropriate, long-term Lease Space Vendor for the second-level space. The tenant should be capable of offering additional related services to the patrons of the Sportsplex that will add to the attractiveness of the facilities and enhance the overall experience of the patrons. Nustadia would like to expand the array of services typically available in the County's facility while ensuring that those services are self-supporting and sustainable.

Nustadia will expect to negotiate a long-term lease agreement with the successful proponent or proponents. Operating costs, including maintenance, utilities and administration, will be included within the lease agreement. County of Grande Prairie Property Taxes will be collected monthly by Nustadia to be submitted to the County. The estimate for the 2026 Property Taxes is \$11,000.

Nustadia will provide the space with basic services. It will be the responsibility of the tenant to pay for and install any leasehold improvements, including all fittings, furniture, fixtures, telephone systems, computer systems and specialized equipment.

Hours of operation are required to match the J.D.A. County Sportsplex hours for safety reasons. We are closed for all Statutory Holidays.

4.0 THE PROCESS

Nustadia expects to conduct the following process:

Stage 1: Expression of Interest

Stage 1 of the process requests Proponents to submit a proposal, describing their intended use for the space and how the sports retail service would be provided, how the proponents' proposal will be beneficial to the Sportsplex, and fit with the goals stated herein. Proponents shall also describe their experience operating similar businesses, their qualifications and financial capacity. Proponents are requested to submit a comprehensive financial offer, including an offer of 'lease amount per year'.

Submissions will be evaluated, shortlisted and interviewed. A preferred proponent will be identified with whom Nustadia will negotiate a lease.

Stage 2: Negotiations

Stage 2 is the final stage of the process and involves the negotiation of a final long term lease agreement with the preferred proponent.

5.0 SUBMISSION REQUIREMENTS

To be eligible for consideration, the Expression of Interest should contain the following information, under the same or similar headings, and meet all the requirements listed below:

- Identify Proponent(s)

Name of individual, and/or firms participating in a consortium or partnership. Include addresses, telephone numbers, website and the name of the primary contact person.

- Provide a Detailed Description of the Intended Use for the Space
Include details of how the intended use meets Nustadia and County's goals and objectives as stated herein, and will be a good overall fit for the Sportsplex.
- State Qualifications and Experience
Include a description of qualifications and experience in operating a similar business or initiative.
- Provide Financial Information
Include details of current financial and credit capacity, and banking relationships.
- Describe Your Expectations of Nustadia Acting as Facility Operators
Describe what will be expected from Nustadia acting on behalf of the County, as landlord.
- Describe Any Conflicts of Interest
Describe any relationships, actual or perceived, with the County or Nustadia, or any other existing or potential conflicts of interest.

6.0 EVALUATION PROCEDURE

The Expression of Interest will be evaluated by Nustadia and the County based on the criteria stated below. Proponents may be requested to clarify their response, and/or to meet with Nustadia and the County to discuss and present their proposal.

Nustadia will treat all responses as confidential information and will maintain them in confidence.

Nustadia will notify, in writing, all Stage 1 participants of the results of the evaluation process.

Nustadia reserves the right to select only those Proponents it deems appropriate to proceed to Stage 2, at its sole and absolute discretion.

Nustadia reserves the right to cancel the process, issue addenda, issue a re-call for responses, to not proceed, and to reduce the requirements, and in doing so shall not be responsible for any costs of the Proponent in responding to this Expression of Interest.

Any and all costs of responding to this Expression of Interest shall be borne solely by the Proponent.

7.0 EVALUATION CRITERIA

The following criteria are not listed in priority order and NRI, in its sole discretion, may consider other criteria not listed below:

- Overall use of the space in accordance with the Nustadia and County's vision for the Sportsplex.
- Appropriateness of the vendor's philosophy and intended use of the space.
- Benefits to Nustadia and the County.
- Completeness and quality of response.

8.0 SUBMISSION

Please email your submission, clearly marked "Expression of Interest for Vendor at the J.D.A. County Sportsplex – EOI No 2025-12", to **Nustadia Recreation Inc., Attention Kylee Haining, no later than January 9, 2026, at 4:00 pm MST.**

9.0 CONTACTS

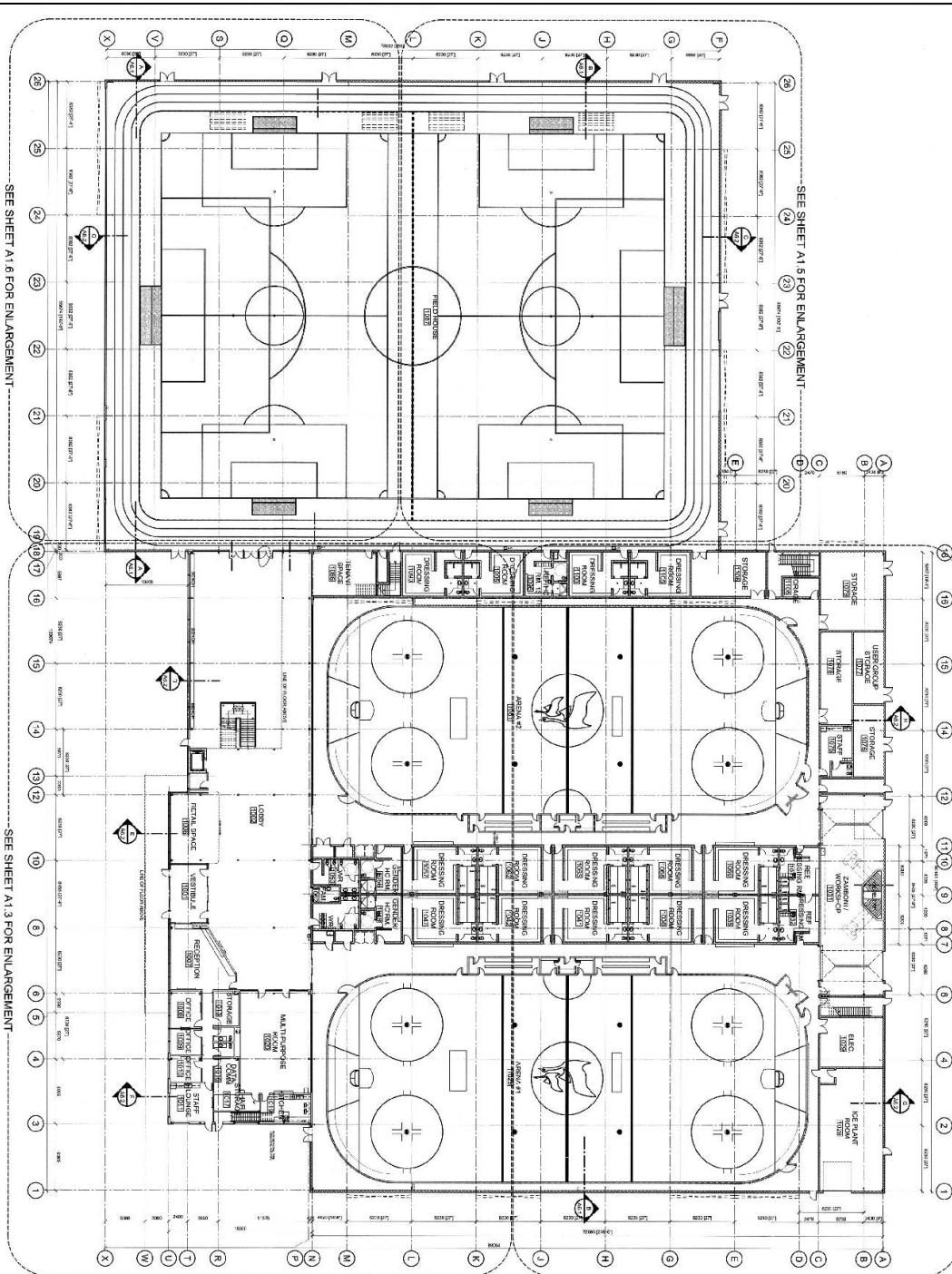
Direct any enquiries to:
Nustadia Recreation Inc.
7407 – 108 Street
Clairmont, AB T8X 5G9
Kylee Haining
Local: 780-830-7411
Email: kylee@cgpsportsplex.com

Notice – An optional site walk-through will be conducted on Thursday, December 18, at 1:00 pm MST. Those attending will be required to sign in.



Appendix A

First Level Floor Plan



SEE SHEET A1.6 FOR ENLARGEMENT

SEE SHEET A1.4 FOR ENLARGEMENT



DRAWING NO.
A1.1

THE WORKUN GARRICK PARTNERSHIP
Architecture and Interior Design Inc.
1000 100th Street, Suite 100
Edmonton, Alberta T5J 1G4
T 780.449.1111 F 780.449.1112
info@wgpartnership.com

THE WORKUN GARRICK PARTNERSHIP
Architecture and Interior Design Inc.

NAME OF DRAWING:
OVERALL MAIN FLOOR PLAN

Sub. 100, 100th Street
Edmonton, Alberta T5J 1G4
T 780.449.1111 F 780.449.1112
info@wgpartnership.com

DATE: JULY 26, 2011

TIME: 1:00

DRAWN BY: TPH

STRUCTURAL CONSULTANT:
HEMISPHERE INC.
MECHANICAL CONSULTANT:
HEMISPHERE INC.

MECHANICAL CONSULTANT:
HEMISPHERE INC.

ELECTRICAL CONSULTANT:
HEMISPHERE INC.

COUNTY SPORTSPLEX
COUNTY OF GRANDE PRAIRIE

Appendix B

Second Level Floor Plan

