



REPORT

To: Chair and Directors

Report Number: CS-BRD-033

From: Regional Parks Committee

Date: January 28, 2021

Subject: Contract Extension for Blackfoot Regional Park Caretaker

The following recommendation is from the December 10, 2020 Regional Parks Committee meeting and is being presented to the Regional Board for its consideration:

RECOMMENDATION: *[Corporate Weighted]*

That the Regional Board extend the contract for RFP 11-2020, "Blackfoot Regional Park Caretaker", to MSTERZ Holdings Corp., for the provision of seasonal caretaker services at Blackfoot Regional Park, at a maximum cost of \$55,200 (plus GST) per year for the 2021 and 2022 seasons; further, that the Chair and Chief Administrative Officer be authorized to sign the agreement on behalf of the PRRD.

BACKGROUND/RATIONALE:

The draft minutes of the December 10, 2020 Regional Parks Committee Meeting are on the Consent Calendar.

Budget related recommendations will be brought forward at the Special Budget Meeting on February 17, 2021.

Please [click here](#) to access the Committee Agenda, please see Item 9.3 to review the report.

Additional Information: In the spring of 2020, the Board of the Peace River Regional District awarded MSTERZ Holdings Corp. the first-ever Blackfoot Regional Park Seasonal Caretaker contract. The scope of work for this position included remaining on-site through the summer, performing the bulk of daily and weekly park maintenance, providing park security, and overseeing park use and activities. MSTERZ Holdings Corp. fulfilled all obligations under the contract in 2020. The contract includes:

- Providing general oversight for Park;
- Adminstrating PRRD rules and regulations;
- Managing reservations and collecting fees (to begin in 2021 pending Regional Parks Committee and Board Approval);
- Mitigating hazards (removal of trip hazards, fallen branches, etc.);
- Daily park inspections and reporting;
- Removal of garbage;
- Maintenance and repairs to infrastructure;
- Grass cutting; and
- Cleaning of facilities.

Budget related recommendations will be brought forward at the Special Budget Meeting on February 17, 2021.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Not Applicable to Strategic Plan.

FINANCIAL CONSIDERATION(S):

The rate for MSTERZ Holdings Corp. to provide Caretaking services at Blackfoot Regional Park for 2021 and 2022 is \$55,200 (plus GST).

COMMUNICATIONS CONSIDERATION(S):

If approved, a letter of extension will be sent to MSTERZ Holdings Corp.

OTHER CONSIDERATION(S):

Significant investment and work has been put into the Park to upgrade campsites, install powered sites, and develop a caretaker site; with the ultimate goal of continuing to upgrade the Park according to the [Blackfoot Park Master Plan](#).