



-  **Town of Lewisporte**
152 Main Street
Lewisporte, NL A0G 3A0
-  **T: (709) 535-2737**
-  **E: info@lewisportecanada.com**
-  **www.lewisporte.ca**

Request for Proposals (RFP)

Woolfrey's Pond Park – Beach Area Development Opportunity

Submissions must be received no later than:

May 8th 2026, at 12:00pm

Submit to:

Town of Lewisporte
152 Main Street
P.O. Box 219
Lewisporte, NL A0G 3A0

Attention: Ashley Ivany
Recreation and Tourism Manager

Late submissions will not be accepted.



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1.0 INTRODUCTION

The Town of Lewisporte (the “Town”) invites proposals from qualified proponents for the development, operation, and management of a commercial, recreational, or tourism related use on a designated parcel of land located within Woolfrey’s Pond Park (the “Site”).

This Request for Proposals (RFP) is intended to identify a proponent capable of delivering a high quality, well managed, and sustainable operation that enhances the park experience while aligning with the Town’s broader goals related to recreation, tourism, and economic development.

The Town is seeking proposals that demonstrate innovation, feasibility, and a clear benefit to both residents and visitors.

2.0 BACKGROUND

Woolfrey’s Pond Park is a key recreational and tourism asset within the Town of Lewisporte, offering a range of amenities including campground facilities, walking trails, boardwalk access, and waterfront areas.

The Site subject to this RFP is located within the beach area of the park and presents an opportunity for thoughtful, complementary development that enhances existing amenities without detracting from the natural and recreational character of the area.

The Town’s objective is to ensure that any development within this space:

- Integrates seamlessly with the park environment
 - Supports increased usage and visitation
 - Maintains safety and accessibility for all users
 - Reflects the Town’s commitment to responsible land use
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3.0 OBJECTIVES OF THE RFP

The primary objectives of this RFP are to:

- Activate and enhance the designated beach area within Woolfrey’s Pond Park
- Encourage high-quality recreational and/or tourism-based services
- Generate economic activity for the Town
- Improve the overall visitor experience
- Establish a mutually beneficial partnership with a qualified proponent



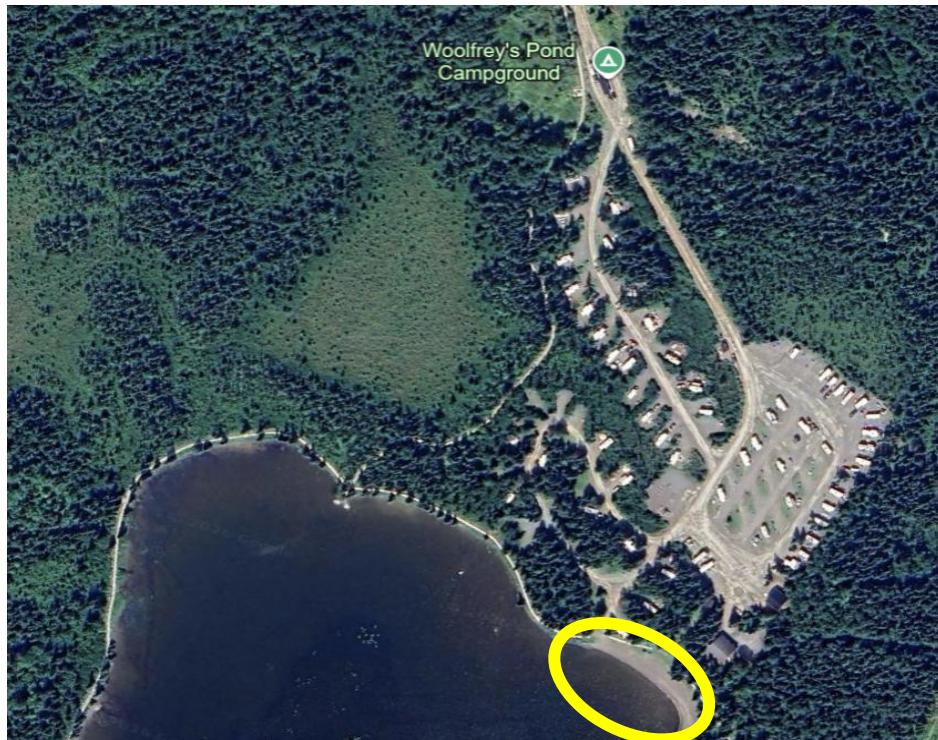
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4.0 SITE INFORMATION

4.1 LOCATION

Woolfrey's Pond Park (Beach Area – Yellow Circle)



4.2 SITE CHARACTERISTICS

- Located within an active public park environment
- Accessible via park roadways and boardwalk systems
- Proximity to campground, trails, and waterfront

4.3 SERVICES AND UTILITIES

- No guaranteed access to municipal water or sewer
- Electrical servicing may be limited or unavailable
- Proponents must clearly identify all servicing requirements

4.4 ZONING AND LAND USE

- Zoned for Open Space / Recreational Use
- Proposals must be compatible with existing zoning and park use



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4.5 DUE DILIGENCE

The Town makes no representations regarding site conditions.

Proponents are responsible for conducting their own investigations related to:

- Site suitability
 - Environmental considerations
 - Permitting and approvals
 - Utility requirements
 - Access and logistics
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5.0 SCOPE OF OPPORTUNITY

The Town is seeking proposals for uses that may include, but are not limited to:

- Recreational services and programming
- Tourism-oriented operations
- Seasonal or permanent amenities
- Equipment-based services
- Food and beverage services (subject to regulatory approval)

The Town is intentionally not prescribing a specific use, and encourages proponents to submit creative, well-developed concepts that align with the intent of this RFP.

6.0 LEASE AND AGREEMENT TERMS

The successful proponent will enter into a one (1) year operating agreement with the Town of Lewisporte.

- The agreement will be valid for a defined operating period (e.g., seasonal or annual), as determined by the Town.
 - At the sole discretion of the Town, the agreement may be renewed annually based on performance, compliance with all terms, and alignment with the Town's objectives.
 - There is no guarantee of renewal, and the Town reserves the right to re-issue a Request for Proposals at the end of any term.
 - The agreement is non-transferable and non-assignable without prior written consent from the Town.
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7.0 PROPONENT RESPONSIBILITIES

The successful proponent will be responsible for:

- Securing all required permits, approvals, and licenses
- Designing, constructing, and maintaining any structures or installations



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- Securing all required permits, approvals, Insurances and licenses
 - Designing, constructing, and maintaining any structures or installations
 - Ensuring compliance with all applicable legislation and regulations
 - Operating in a safe, professional, and environmentally responsible manner
 - Maintaining the Site in a clean and orderly condition
 - Coordinating with the Town regarding park operations and events
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8.0 SUBMISSION REQUIREMENTS

Proposals must include, at minimum, the following components:

8.1 PROPONENT PROFILE

- Legal name and business structure
- Contact information

8.2 PROJECT PROPOSAL

- Detailed description of the proposed use
- Concept drawings, renderings, or site layout (if available)
- Description of structures, equipment, and overall footprint

8.3 OPERATIONS PLAN

- Proposed operating season and hours
- Staffing and management plan
- Maintenance and cleaning plan
- Usage of park facilities/services (parking, washrooms, etc.)
- Waste Management plan
- Safety and risk management approach

8.4 COMMUNITY AND ECONOMIC IMPACT

- Benefits to residents and visitors
 - Contribution to tourism
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9.0 EVALUATION PROCESS

An evaluation committee appointed by the Town will review all submissions.

Proposals will be evaluated based on, but not limited to:

- Quality, clarity, and completeness of submission
- Alignment with Town objectives
- Proponent experience and capacity
- Financial viability
- Community and tourism benefits
- Compatibility with Woolfrey's Pond Park

The Town reserves the right to:

- Request additional information or clarification
- Conduct interviews with proponents
- Negotiate with one or more proponents

The highest financial proposal will not necessarily be accepted.

10.0 SUBMISSION INSTRUCTIONS

Proposals must be submitted in a sealed envelope clearly marked:

"RFP – Woolfrey's Pond Park Beach Area Development"

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Submit to:

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11.0 INQUIRIES AND ADDENDA

All inquiries must be submitted in writing to:

- Recreation@lewisporte.ca

Responses may be issued in the form of addenda and will be shared with all registered proponents.



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12.0 INSURANCE AND INDEMNIFICATION

The successful proponent will be required to:

- Carry general liability insurance in an amount satisfactory to the Town
 - Name the Town of Lewisporte as an additional insured
 - Indemnify and hold harmless the Town against all claims, damages, and liabilities
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13.0 GENERAL TERMS AND CONDITIONS

- The Town reserves the right to accept or reject any or all proposals
 - The Town may cancel or amend this RFP at any time
 - The Town is not obligated to award this opportunity to any proponent
 - All costs associated with proposal preparation are the responsibility of the proponent
 - Submissions may be subject to the Access to Information and Protection of Privacy Act
 - The Town reserves the right to negotiate terms with the preferred proponent
 - No contractual obligation will arise until a formal agreement is executed
 - The Town reserves the right to terminate the agreement:
 - For breach of terms or conditions
 - For failure to operate as proposed
 - For safety, operational, or public interest concerns
 - With written notice, as defined in the agreement
 - The Town retains full ownership and control of the Site at all times, and the agreement grants operational use only for the approved term
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14.0 DISCLAIMER

This RFP is not a tender and does not create a formal legally binding bidding process. The Town reserves full discretion in the evaluation and selection of proposals.