



Public Request for Proposals (RFP)
for
Repurposing the Former Bowling Lanes at Eastern Kings Sportsplex

The Town of Souris, in partnership with the Board of Directors of the Eastern Kings Sportsplex, is seeking proposals for the repurposing of the space formerly occupied by the bowling lanes at the Sportsplex.

The bowling lanes have not been in regular use for several years and no longer serve the current needs of the community. In addition, the equipment is outdated, and replacement parts are no longer available, making continued operation impractical. This circumstance provides an opportunity to transform the space into something new that will provide long-term benefit to residents, visitors, and the broader community.

Interested parties are required to submit a business plan summary along with their proposal. The plan does not need to be lengthy, but it must demonstrate:

- The intended new use of the space.
- A basic outline of how the project will operate (management, staffing, etc. if applicable).
- An overview of potential costs and how they will be covered (funding sources, revenue streams, or partnerships).
- How the project will serve the community and be sustainable over time.

Proposals should go beyond ideas and show that the proponent has considered feasibility, financial responsibility, and long-term viability.

*A more in-depth Business Plan may be requested once submissions are reviewed.

Space Details:

- Location: Eastern Kings Sportsplex, 203 Main Street
- Space available: Approximately 120' x 38' or 4,500 sq.ft.

Proposal Guidelines:

Please include in your submission:

- Your idea/proposal for the space
- How much of the space and what amenities you would require (all available, or only a portion)
- What, if any infrastructure changes or renovations do you see being required
- Whether the use would be year-round or seasonal
- Is the proposal for a business, service, or organization

- Lease intentions (space will be leased with details to be negotiated once use is determined)
- Any other pertinent information you feel would benefit the review purposes.

Submission Information:

Proposals will be accepted until: **September 19, 2025 at 4:00pm**

Submit by email to: **Shelley LaVie – smlavie@sourispei.com**

Or by mail/in person to: **Souris Town Hall, 75 Main Street, PO Box 628, Souris, PE C0A 2B0**

Evaluation Criteria:

Proposals will be evaluated based on the following:

- **Community Benefit** – How well the proposal serves residents and visitors.
- **Feasibility** – Practicality of the proposal and required infrastructure changes.
- **Sustainability** – Whether the proposal is viable long-term (financially and operationally).
- **Year-Round Impact** – Preference for proposals that offer consistent use throughout the year.
- **Alignment with Facility Goals** – How well the proposal fits within the vision and operations of the Eastern Kings Sportsplex.

The Town of Souris and the Eastern Kings Sportsplex Board look forward to reviewing creative and community-minded proposals to transform this underused space into something that will better serve our community.

Attached is a **fillable form** (with checkboxes/fields for applicants) to make it easier for people to submit proposals. Please attach any additional information you feel will be helpful.

Please note: The removal of the existing bowling lane equipment will be a separate project undertaken by the Town of Souris once a new use for the space is determined.

A rough layout – not to scale - of the available space (currently bowling lanes) is attached. It is approximately 4,500 sq ft. A small space may be reserved for a storage room.

Town of Souris & Eastern Kings Sportsplex
Proposal Submission Form – Repurposing Former Bowling Lanes

Applicant Information

- Name/Organization: _____
 - Contact Person: _____
 - Mailing Address: _____
 - Phone: _____ Email: _____
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1. Proposed Use of Space

(Please describe your idea in detail, including the type of activity, service, or business.)

2. Space & Amenities Required

(Please outline how much of the 120' x 38' area you would need and what amenities/utilities your proposal requires.) (Consideration will be given to dividing the space)

3. Infrastructure Changes or Renovations Needed

(Describe any modifications, construction, or upgrades required to make your proposal possible.)

4. Type of Operation (check one)

☐ Business ☐ Community Service ☐ Non-profit ☐ Other: _____

5. Proposed Operation Timeline

☐ Year-Round ☐ Seasonal (please specify months): _____

6. Lease Intentions

☐ Long-term lease (preferred) ☐ Short-term lease

Details: _____

7. Community Impact

(Explain how your proposal will benefit residents, visitors, or the region as a whole.)

8. Financial/Operational Sustainability

(Outline your financial plan, funding sources, or how this proposal would be maintained long-term.)

Additional Information (optional):

Signature of Applicant: _____

Date: _____

BOWLING LANE PROPOSAL SPACE

