



REGIONAL DISTRICT OF NORTH OKANAGAN

REQUEST FOR EXPRESSION OF INTEREST (RFEOI)

2026-CS20

Parks, Recreation, and Culture

Greater Vernon Cultural Centre Management and Programming Operator

Issued: September 29, 2026

Closes: October 30, 2026

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SECTION 1 – OVERVIEW

Purpose

The Regional District of North Okanagan (RDNO) invites Expressions of Interest (EOI) from qualified non-profit organizations, cultural organization teams, social enterprises, venue operators, or consortiums interested in providing long-term operating and programming services at the new Greater Vernon Cultural Centre (GVCC).

The Greater Vernon Cultural Centre will be a landmark cultural destination and community gathering place for Greater Vernon and the broader North Okanagan area. The facility will bring together the Vernon Public Art Gallery, the Greater Vernon Museum and Archives, a flexible presentation and event venue, and a shared cultural commons that includes indoor and outdoor areas, designed to foster connection, creativity, learning, and community engagement.

The RDNO is seeking submissions from organizations or teams with the vision, experience, and capacity to manage and animate the facility while working collaboratively with resident cultural organizations and the broader community to achieve the GVCC's vision and objectives.

Background

The Greater Vernon Cultural Centre (GVCC) project is a transformative community initiative that emerged from the extensive public engagement undertaken during the development of the Greater Vernon Cultural Plan, 2016 (https://www.rdno.ca/sites/default/files/2021-10/160407_Greater_Vernon_Cultural_Plan.pdf). The Cultural Plan identified the need for a centralized cultural facility to strengthen community identity, expand access to arts, culture, and heritage experiences, further activate the downtown core, and support the long-term sustainability of local cultural organizations and the public collection of artifacts and artworks.

Following the adoption of the Cultural Plan, the RDNO, in partnership with local governments, cultural organizations, and community stakeholders, advanced the vision for a purpose-built cultural centre serving residents and visitors of Greater Vernon. The adopted vision document is available online at https://www.rdno.ca/sites/default/files/2026-08/230405_GVCC_Vision.pdf. Through continued planning, feasibility studies, and community consultation, the GVCC was developed as a shared cultural campus designed to support learning, creativity, celebration, and community connection. The Centre is envisioned as a welcoming and inclusive destination that strengthens cultural vitality, supports economic development through downtown activation and cultural tourism, and creates opportunities for collaboration among cultural organizations, Indigenous communities, artists, educators, and residents.

The new facility will provide space 32,000 square foot cultural space in downtown Vernon, in which the Greater Vernon Museum and Archives and the Vernon Public Art Gallery will operate, while also offering flexible presentation, programming, meeting, and event spaces that can accommodate a wide range of arts, cultural, educational, community, and tourism-related activities. More detailed building information is available online at <https://www.rdno.ca/gvculturalcentre>.

As construction of the GVCC progresses, the RDNO is seeking to establish an operating and programming model that ensures the facility is effectively managed, responsive to community needs, aligned with its vision and objectives, and operated within a sustainable, long-term funding framework focused on earned revenue. The facility is scheduled to open in the first half of 2028. This Request for Expressions of Interest is intended to identify respondents with the experience, capacity, and strategic vision to deliver high-quality facility operations and engaging year-round programming that complement and build on those delivered by the museum and art gallery, maximizing the community benefit of this significant public investment.

SECTION 2 – QUALIFICATION CRITERIA

General Requirements

Respondents will have:

- a) the ability to meet the following requirements:
 - Be a registered organization that is in good standing with its governing body;
 - Be registered and in good standing with WorkSafeBC;
 - Have policies and procedures in place to ensure sound governance, and have the ability and capacity to maintain sound financial records and appropriate levels of insurance and bonding;
 - Be in compliance with the Canadian Charter of Rights and Freedoms and the BC Human Rights Code; and,
 - Deliver dynamic and well-attended programs and services to residents and visitors of Greater Vernon.
- b) a track record in providing related programs and services substantiated by background information; and,
- c) evidence of administrative, financial, and operational capacity.

Key Personnel and Subcontractors

As part of its Statement of Qualifications, a respondent should submit the names of proposed key personnel and subcontractors. Qualification of a respondent may be conditioned on the use of the key personnel and subcontractors specified in a Statement of Qualifications.

SECTION 3 - SUBMISSION OF EXPRESSION OF INTEREST

Key Dates

Event	Time and Date
Deadline for Inquiries	October 15, 2026 at 4:00 pm
Deadline for Submitting Expression of Interest	October 30, 2026 at 4:00 pm

Questions will be accepted until the Deadline for Inquiries and should be submitted to communityservices@rdno.ca. Responses will be posted on BC Bid as well as the RDNO website. The RDNO may, in its sole discretion, accept, or reject and return any Expression of Interest received after the Deadline for Submitting Expression of Interest.

Delivery

Each respondent should submit a single electronic copy of its Expression of Interest to communityservices@rdno.ca by the Deadline for Submitting Expression of Interest. It is each respondent's sole responsibility to ensure delivery of its submission by the Closing Time. All submissions shall be made at the respondent's sole cost and expense.

Form of Expression of Interest

Each Expression of Interest submission should consist of:

- a letter in the form set out in Schedule B; and,
- a Completed *Statement of Qualifications* as set out in Schedule C.

As a public body, the RDNO is subject to the *BC Freedom of Information and Protection of Privacy Act*. The parties agree and consent to the disclosure of this RFEOI as a matter of public record and acknowledge that applicable laws may require disclosure of information provided by one party to the other party pursuant to, or in connection with this RFEOI.

The RDNO reserves the right not to select any of the RFEOI submissions, or to enter into negotiations with one or more of the respondents for all or a select portion of the Scope of Work.

SECTION 4 – REVIEW OF EXPRESSION OF INTEREST

Inquiries

All questions regarding this RFEOI should be directed to the Manager, Culture and Community Services by email at tannis.nelson@rdno.ca prior to 4:00 pm on October 15, 2026 to allow sufficient time to update website with responses that can be viewed by all respondents. If questions are received after this time, they may not be answered.

Evaluation

The RDNO reserves the right to accept any or none of the submissions and will evaluate key areas outlined in Schedule C.

Non-Conforming EOI

Expressions of Interest that fail to conform to the format requirements outlined within the RFEOI Documents may be rejected by the RDNO in its discretion. Notwithstanding the foregoing or any other provision of these RFEOI Documents, the RDNO may, at its sole discretion, elect to retain Expressions of Interest that deviate either materially or non-materially from any requirements of this RFEOI.

SECTION 5 – SELECTION AND NOTIFICATION PROCESS

The RDNO may, at its sole discretion, shortlist respondents and invite them to participate in a subsequent Request for Proposal (RFP) process, or proceed directly to negotiate a contract with one or more respondents, including a sole qualified respondent where only one suitable submission is received. Any negotiations may encompass all or part of the Scope of Work.

Following completion of the review and selection process, the RDNO will notify respondents of the outcome of their submission.

SCHEDULES

Schedule A. Scope of Work

Function 1: Facility Operations

Provide day-to-day management and operations of the Greater Vernon Cultural Centre, with spaces shown on the images below, including facility scheduling; front-of-house services (point-of-sale and ticketing); visitor experience; volunteer and event coordination; security, safety and compliance; and coordination with resident organizations regarding facility use. Facility management will include notifying the building owner of any facility issues, supporting preventative building maintenance by providing access, and addressing minor building maintenance items as required.

Function 2: Programming, Cultural Animation and Partnerships

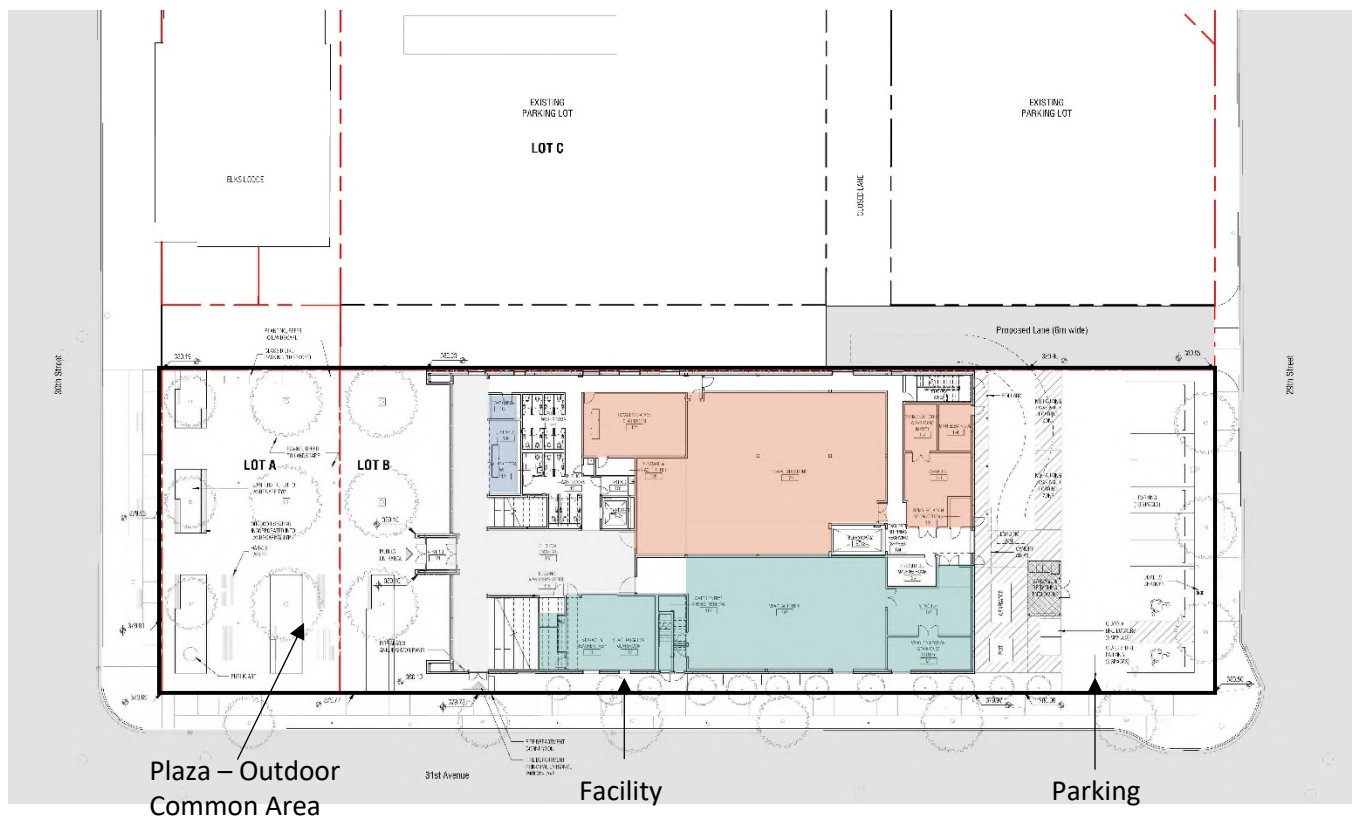
Develop, coordinate, and deliver arts, culture, educational, and community programming, including performances, exhibitions, workshops, festivals, and public events in the Common and Shared areas shown in the floor plans below, as well as the activation of indoor and outdoor gathering spaces.

Build relationships and partnerships with cultural organizations, indigenous communities, volunteers, artists, educators, community groups, and other stakeholders to support collaborative programming, inclusion, and community participation.

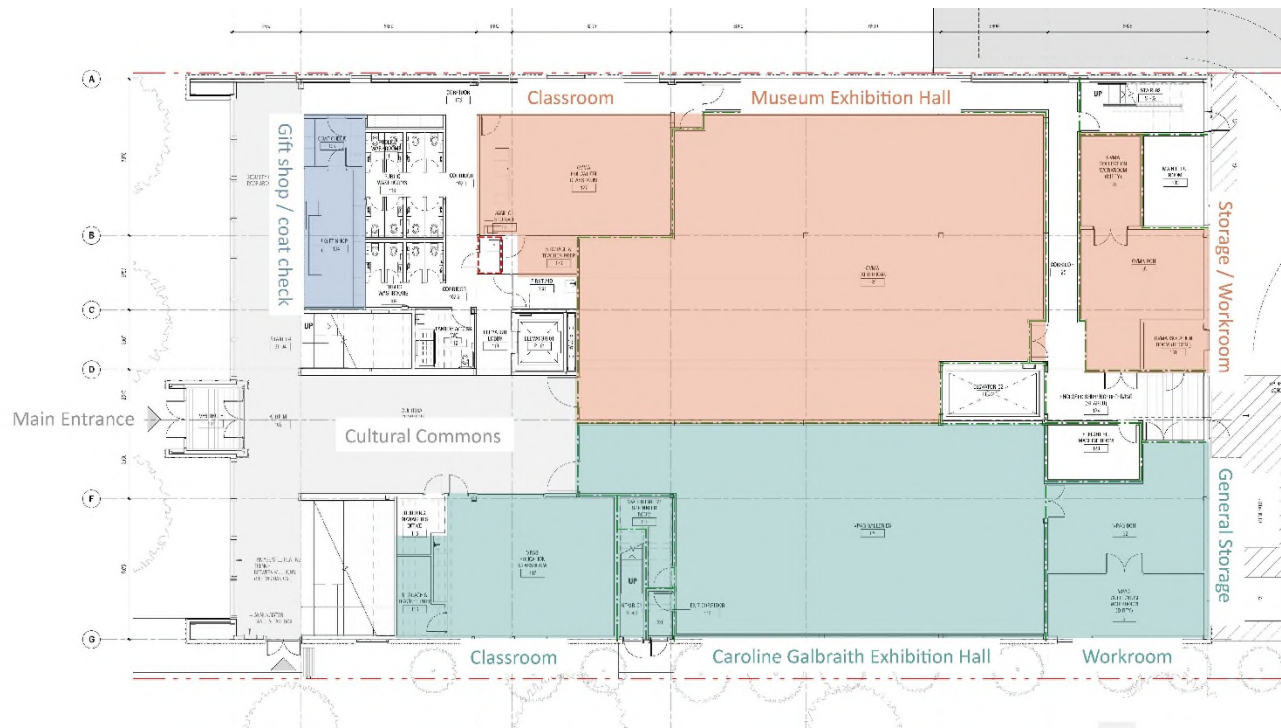
Function 3: Marketing, Audience Development, and Revenue Generation

Lead marketing, promotion, sponsorship development, fundraising, donor engagement, audience development, cultural tourism initiatives, and other activities in collaboration with facility tenants and users that contribute to financial sustainability and increased participation in programming and activities at the Greater Vernon Cultural Centre.

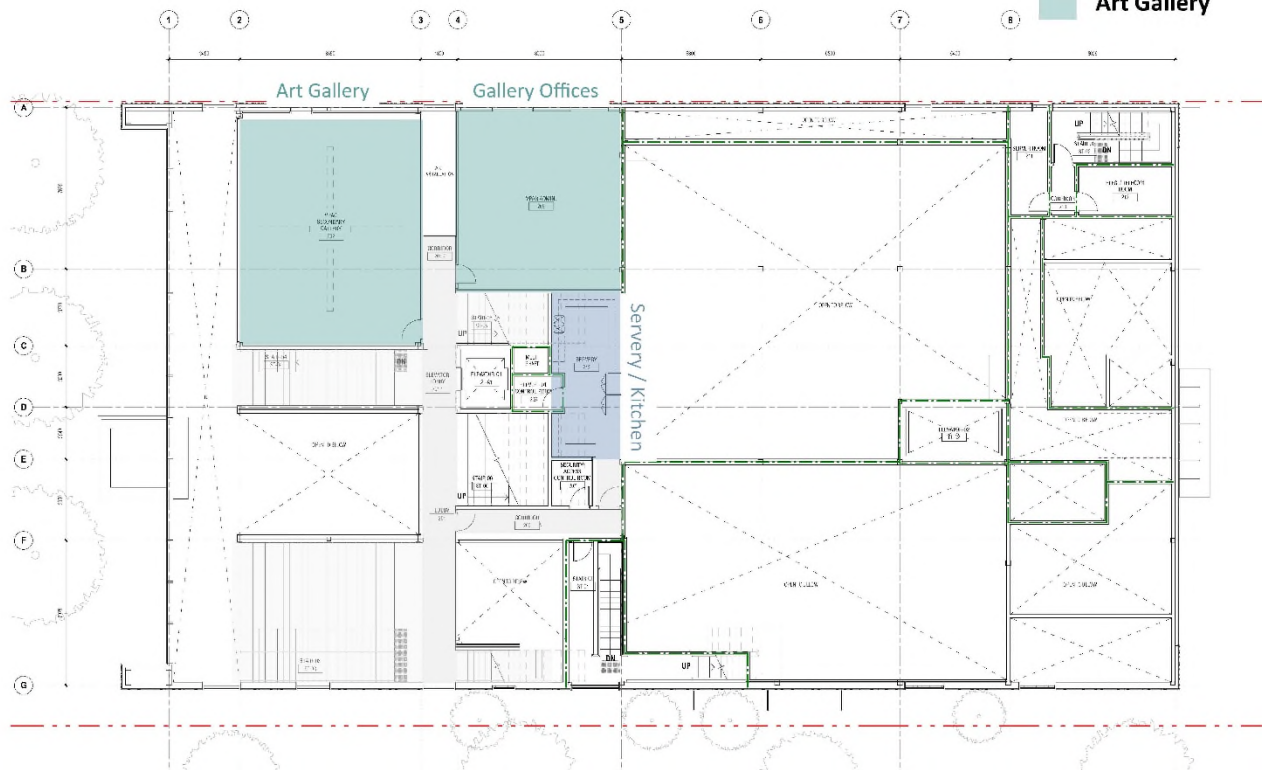
Site Plan (2901 31 Ave)



Level 1



Level 2



Level 3



Additional information about the presentation/theatre/event space is available in the *Venue Technical Specifications* document.

Schedule B. Confirmation of Expression of Interest

Respondent name: _____ (“Respondent”)

To: Regional District of North Okanagan (RDNO)

RE: Expression of Interest – Greater Vernon Cultural Centre Management and Programming Operator

1. Being duly authorized to represent and act on behalf of [Insert name(s) of respondent], the undersigned hereby submits the attached Confirmation of Expression of Interest and supporting materials.
2. The RDNO’s representatives may contact the following people for more information on the EOI:

Respondent Contact 1	Respondent Contact 2
Name: _____	Name: _____
Title/Role: _____	Title/Role: _____
Email: _____	Email: _____
Phone: _____	Phone: _____

3. This Expression of Interest is made with the full understanding and agreement that:
 - a) any information submitted during qualification may be subject to verification by the RDNO, including during evaluation of any subsequent proposal or tender;
 - b) the Respondent will (and does hereby undertake to) submit a bona fide proposal or tender in relation to the subject matter of the RFEOI (and consistent with this Expression of Interest) if the RDNO invites the Respondent to participate in a request for proposals or invitation to tender;
 - c) the RDNO may:
 - amend the scope and description of the services to be procured under the RFEOI or any subsequent request for proposals process, varying them from those described in the RFEOI, or amend the qualifications that may be required to meet the RDNO’s requirements;
 - reject or accept any or all Expressions of Interest;
 - cancel the RFEOI process and reject all Expressions of Interest;
 - request any respondent to provide additional information, clarification, or backup documentation without requesting such information from all respondents; and
 - Enter into direct negotiations with any party whether or not a respondent, following the cancellation of the RFEOI process.
4. The Respondent acknowledges and agrees that the RFEOI Documents are, in no way whatsoever, an offer to enter into an agreement or create any obligation on the part of the RDNO except on the limited terms and conditions expressly stated in this RFEOI.
5. The Respondent acknowledges and agrees to the information disclaimers and other terms and conditions set forth in the RFEOI.
6. The Respondent releases the RDNO, its officials, its agents and its employees from all liability for any costs, damages or losses incurred in connection with the RFEOI.
7. The Respondent acknowledges receipt of the following amendments and addenda (if applicable);
Amendment/Addendum No. ____ Date: _____

By signing below, the respondent has read, understands, and agrees to the terms and conditions in this letter and that the statements made in its Expression of Interest are true and correct in every detail.

Respondent Name(s): _____

Signature: _____

Date: _____

Title of Signatory: _____

Mailing Address: _____

Telephone No: _____

**Business/Society
Number, if applicable:** _____

Schedule C. Submission of Qualification, Operational Approach and Community Impact

Respondents are encouraged to provide sufficient details, including examples, attendance figures, and outcome measures to demonstrate their capacity to successfully program, operate, manage, and animate the Greater Vernon Cultural Centre. The response to each question should be limited to 250 words.

Organizational Overview and Vision

1. List the team members who would be involved in delivering services and provide their relevant experience and references.
2. Describe your organization or team's vision for the Greater Vernon Cultural Centre, and how this vision fits with the vision for the facility as outlined in the [Greater Vernon Cultural Centre Vision document](#).

Facility Operations

3. Describe your team's experience operating multi-use cultural, arts, community, event, or entertainment facilities, including facility scheduling, front-of-house services (point of sale and ticketing), visitor experience, volunteer and event coordination, security, safety compliance, and coordination with resident organizations regarding facility use.
4. Describe your approach to balancing commercial activities with tenant and community access and public benefit objectives.

Programming and Activities

5. Summarize the programming and activities that you would look to provide at the GVCC, and describe your experience providing such programming and activities, either directly or through partnerships.
6. How would you ensure programming remains innovative, responsive to community interests, and financially sustainable over time?

Indigenous and Community Partnerships

7. Describe your team's approach to developing relationships with Indigenous communities and incorporating Indigenous perspectives, culture, knowledge, and programming opportunities, and your related experience.
8. How do you envision engaging volunteers, artists, creators, cultural practitioners, businesses and community organizations?

Community Benefits and Outcomes

9. Describe the anticipated community benefits arising from your proposed programming and operational approach.
10. What measurable outcomes or performance indicators would you use to evaluate the success of your programming and operations, and how would you track, report on, and utilize these outcomes and indicators?