
CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**Council Meeting Date: 06/23/2016**
Agenda Item: 5B3

ACTION: Approve a six-month contract renewal with Atlasta Catering Service, Inc. for concession and licensed beverage sales services at the Tempe Center for the Arts.

FISCAL IMPACT: There is no cost to the City for this contract. The contractor compensates the City with commission revenues and annual listing fees.

RECOMMENDATION: Approve the contract renewal.

BACKGROUND INFORMATION: (T13-022-02) City Council approved a contract with Atlasta Catering Service, Inc. on November 15, 2012 for an initial two-year period with two, two-year renewal options. City Council also approved subsequent extensions to the contract which ends on June 30, 2016. The current request seeks an additional extension of six months through December 31, 2016 in order for the City to transition to providing beverage services in-house versus the privatized model that has been used to date.

There will be no change in the annual listing fee and commission rates originally agreed to for concession and licensed beverage sales and management services as noted below:

Atlasta Catering and Event Concepts

Annual listing fee - \$3,500

Commission rate – 5% of concession sales gross receipts and 15% of licensed beverage sales gross receipts

Contractor Performance

The performance of Atlasta Catering Service, Inc. was rated by City staff on the following criteria:

Criteria	Atlasta Catering Services, Inc.
Personnel are responsive, cooperative and available	A
Overall quality of products or services delivered	A
Timeliness of performance	A
Quality of follow-up in resolving complaints or problems	A
Firm's promptness in submitting accurate invoices	A

A = Exceeds standards; B = Meets standards; C = Below standards

Staff recommends the six-month extension as noted above.

ATTACHMENTS: N/A

STAFF CONTACT(S): Shelley Hearn, Community Services Director, (480) 350-8906

Department Director: Renie Broderick, Internal Services Director

Legal review by: David Park, Assistant City Attorney

Prepared by: Lisa Goodman, CPPO, Procurement Officer