

**CITY OF TEMPE
REQUEST FOR COUNCIL ACTION**
**Council Meeting Date: 12/08/2016
Agenda Item: 5B11**

ACTION: Approve a three-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 renewal of the contract.

BACKGROUND INFORMATION: (T13-022-02) City Council originally approved the award of contract to 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 December 31, 2016. The current request seeks an additional extension of three months through March 31, 2017 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:

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 as follows:

Criteria	Atlasta Catering Service, Inc.	
	Meets Contract Requirements	Does NOT meet Contract Requirements
Personnel are responsive, cooperative and available	x	
Overall quality of products or services delivered	x	
Timeliness of performance	x	
Quality of follow-up in resolving complaints or problems	x	
Firm's promptness in submitting accurate invoices	x	

Staff recommends the three-month extension as noted above.

ATTACHMENTS: None

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