

CITY COUNCIL MEMORANDUM

AGENDA ITEM

PROFESSIONAL SERVICES AGREEMENT WITH MAMA'S SOUL CATERING AND CONCESSION, LLC FOR FOOD AND BEVERAGE CONCESSION SERVICES AT PARKS AND RECREATION FACILITIES

ORIGINATING DEPARTMENT

Community Services/Parks and Recreation

BACKGROUND INFORMATION

Parks and Recreation offers a variety of programming at several facilities within the park system. These programs are conducted at Lions Club Park Baseball / Softball Fields, Lions Club Park Multi-Purpose Fields, Family Aquatic Center, Killeen Athletic Complex, and Davis Fields. These locations feature five city-owned concession facilities. Concession services at these facilities have been outsourced to private entities for the past fifteen years. The existing agreement was authorized by City Council in 2011 and expires in February 2016.

DISCUSSION/CONCLUSION

Staff advertised RFQ 16-06 for Food and Beverage Concessionaire Services December 20, 2015 - December 27, 2015. The deadline to submit a proposal was January 11, 2016. One submittal was received to provide food and beverage concessionaire services at City of Killeen concession facilities as outlined in RFQ 16-06.

The submittal that was received was from Mama's Soul Catering and Concession, LLC. The submittal meets all of the requirements outlined in RFQ 16-06. Mama's Soul Catering and Concession, LLC has served as the concessionaire at all of the facilities outlined in RFQ 16-06 for the previous five years. Service levels and responsiveness to the needs of the patrons have never been an issue during this time frame. Compliance with all the parameters outlined in the previous agreement was met.

FISCAL IMPACT

RFQ 16-06 outlines monthly fees due to the City of Killeen by the chosen service provider. Pursuant to the agreement, the chosen service provider will pay monthly installments, totaling \$24,750.00 per year over the duration of the contract period. The contract is for two years with the option to renew for three additional one-year terms. The revenue for the two-year period would be \$49,500.00. The contract has a maximum revenue potential of \$123,750.00 if the additional option years are utilized.

RECOMMENDATION

Staff recommends City Council authorize the City Manager to enter into a professional services agreement with Mama's Soul Catering, LLC for food and beverage concessionaire services at the facilities outlined in RFQ 16-06, and that the City Manager is expressly authorized to execute any and all change orders within the amounts set by state and local law.