



City Council Report

Date: May 7, 2018
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal to the Term Contract for Catering Services for the Mesa Convention Center as requested by the Parks, Recreation and Community Facilities Department **(Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Parks, Recreation and Community Facilities Department and Purchasing recommend authorizing the renewal with Personal Touch Catering, Inc.

Background

This contract provides a professional contractor to provide food and beverage catering services at the Mesa Convention Center. The vendor operates the facility in the best interest of the City and provides services which are consistent with industry standards for quality and at competitive and affordable rates.

Personal Touch Catering agreed to renew the contract under the same terms, conditions and current pricing. The City has been satisfied with the vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Personal Touch Catering maintains the highest standard of quality and service at a price that remains below the competition as recently presented to Management. The Convention Center continues to book events well in advance, and clients have an established relationship with the Personal Touch and an expectation to not only maintain this relationship but ensure that their events exceed these expectations with the quality and service they receive from Personal Touch Catering.

The Mesa Convention Center collects all monies due directly from clients for events held at the Convention Center and distributes the contractor's portion (settlement payment) to the vendor after the event at the Convention Center.

Purchase Information

Action: Renewal (2nd of 2 possible)
Procurement Type: Request for Proposals
Contract Number: 2014221

Responses Received: 3

Original Council Award Date: 6/16/2014

Initial Contract Term: Three years

Funding Source: The City receives revenue from this contract based on the contracted vendor's sales. Clients that use the catering services pay the City as part of their Convention Center rental/usage agreement and then the City pays the contracted vendor out of the funds received from the client