

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: April 18, 2022

Topic:

Award contract for Bid No. 2022-02, Vendor to Sell Beer and Wine at City Festivals, to Every-Bellies Catering, LLC

Background:

The City of Tomball issues a request for proposals (RFP) from qualified firms or individuals to act as the primary vendor for the sales of beer and wine at City signature festivals. It was anticipated that this service would involve serving as the primary vendor for beer and wine at a maximum of six (6) festivals during the calendar year, with the initial contract period being one calendar year. The RFP anticipated that following the initial contract period, the City could renew the agreement for additional periods, up to three (3) calendar years.

The RFP required proposals to include, but not be limited to, respondent's prior festival experience, references, percentage of gross festival revenue to be offered to the City following an event, description of proposed vending space(s), proof of \$1,000,000.00 liquor liability insurance, and TABC certified servers.

The RFP was published in a newspaper of general circulation as required by Chapter 252 of the Texas Local Government and was sent to local restaurants/vendors that could potentially fulfill the requirements or had shown interest in serving as the vendor either during the RFP process or previously. The RFP was sent directly to Cisco's Salsa Company, The Empty Glass, Every-Bellies, Pecos, Paradigm Brewing Company, and Lucky's Pub.

We received one proposal from Every-Bellies. The proposal meets all the requirements in the defined scope of work and City staff recommends awarding the contract to Every-Bellies Catering, LLC.

Origination: Marketing Department

Recommendation:

Award contract to Every-Bellies Catering, LLC.

Party(ies) responsible for placing this item on agenda:

Sasha Luna, Senior Administrative
Assistant

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: ☒ X

If yes, specify Account Number: # N/A

If no, funds will be transferred from account # _____

To account # _____

Signed	Sasha Luna	4/12/2022	Approved by		
	Staff Member	Date		City Manager	Date