

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: August 18, 2016**

SUBJECT: Agreement Café / Coffee Bar - Prescott Valley Public Library

SUBMITTING DEPARTMENT: Management & Library

PREPARED BY: Ryan Judy, Deputy Town Manager
Stuart Mattson, Library Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: A) Contract for Services – Hi-Line Vending

SUMMARY BACKGROUND: The Town of Prescott Valley recently conducted a search for a new concessionaire to operate and manage the Café / Coffee Bar service in the lobby area of the Library. The prior concessionaire declined to extend its contract for the last one year extension period eligible under the contract.

After advertising in the Daily Courier and outreaching to several local businesses, the Town received one response from Hi-Line Vending to provide concessionaire services. Hi-Line Vending is proposing to place 3 vending machines in the space to serve hot drinks, cold drinks, and snacks.

OPTION ANALYSIS: The Council may vote to:

- 1.) Award the Café / Coffee Bar Concessionaire contract to Hi-Line Vending, **OR**
- 2.) Reject all submittals, **AND/OR**
- 3.) Direct staff to pursue other options

ACTION OPTION: Motion to approve award of the Library - Café / Coffee Bar Concessionaire contract to Hi-Line Vending, **OR** motion not to award this contract for services. **VOTE**

RECOMMENDATION: Staff recommends approval of Library - Café / Coffee Bar Concessionaire agreement to Hi-Line Vending.

FISCAL ANALYSIS: The concessionaire will provide revenue to the Town based on a percentage of gross sales of its products.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____