



MEMORANDUM

Date: February 4, 2015

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Kino Sports Complex Concession Vendors and Contracts**

Attached is a February 2, 2015 memorandum from Deputy County Administrator Hank Atha listing all food and beverage concession contracts for the Kino Sports Complex. These contracts are entered into between Pima County and numerous vendors to provide concession services at the Stadium. As you can see, we contract with 26 separate vendors for concessions.

If you have any questions regarding this information, please contact me.

CHH/anc

Attachment

c: Hank Atha, Deputy County Administrator for Community and Economic Development



MEMORANDUM

Community & Economic Development Administration

Date: February 2, 2015

To: C. H. Huckelberry
County Administrator

From: Hank Atha 
Deputy County Administrator

Re: Kino Sports Complex Concession Vendors and Concession Contracts

The following memorandum from the Stadium District answers several questions asked Friday by District One regarding Kino Sports Complex concession vendors and concession contracts.

Through the rental of Kino Sports Complex resources for large scale events such as concerts, tournaments and community activities, the Stadium District has opportunities to generate Concessions revenue during these events. Working in partnership with the customer that hosts the event, the District defines the provisions for alcohol, and Food & Beverage vendors (based on attendance) then includes these predetermined revenue splits in the customer agreement.

Next, the District's Concessions Manager solicits vendors from the Stadium District Approved Food & Beverage Vendor list (see attached) or from the authorized vendors who are approved to sell alcohol under the District's Alcohol License permit. The Stadium District has a formal protocol to evaluate and approve both categories.

ALCOHOL VENDORS - Each vendor who wishes to provide the sale of alcoholic beverages during events at Kino Sports Complex must be an approved Alcohol Manager on the District Liquor License. Approved Managers must apply by submitting an application to the State Liquor Board, complete a background check, and alcohol training before they are approved by the state board. Once the application is approved, the Vendor must abide by the rules and policies set forth by the Stadium District. Those policies include providing the required Liquor liability insurance set by Pima County Risk Management, providing trained, certified alcohol servers to perform the sale of alcohol. Vendors are required to track all inventory and sales of alcohol and submit full accountability of alcohol sales to District upon conclusion of the event.

FOOD & BEVERAGE VENDORS - Vendors wishing to sell food and beverage during events are also required to become an Approved Food & Beverage Vendor of the Stadium District. Vendors may apply online at the Kino Sports Complex and will be notified (application link: <http://www.kinosportscomplex.com/FoodVendor/application.asp>). If the vendor meets the requirements, the vendor will be added the Approved Vendor list.

As opportunities arise for vendor concessions (large-scale events with attendance over 5,000) the Stadium District sends written solicitations to each Approved Vendor. Information is provided

to the vendor in the form of a "Vendor Event Solicitation (see attached) which outlines the particular event and the need for Food & Beverage sales. Vendors are given a deadline to submit their information. Upon receipt of the applications, the District reviews the packets and selects Food & Beverage Vendors for each event. The criteria for selection is based on the timeliness of the application, the type of food, and the vendors overall fit with the type of event, and sales history of the vendor sales from previous events (if available).

Once approved, selected vendors will enter into a Use Agreement with the Stadium District. The agreement will outline each vendor's menu and pricing for event. Vendors are required to document inventory and sales during the event. The District then performs post-event inventory counts and conducts a reconciliation to determine concessions splits. Vendors are also required to provide Z Tapes, Food Tickets, etc. to validate food sales.

ALCOHOL AND FOOD & BEVERAGE SPLITS

The District negotiates fees for the sale of Alcohol and Food & Beverage according to the size and nature of the event.

ALCOHOL SALES - Alcohol Vendor percentage is negotiated between the customer and District. Alcohol percentage splits can be from 16.5% - 40% depending on agreement.

FOOD & BEVERAGE SALES - The percentage splits for food and beverage to the District can be from 10% - 35% depending on the event.

STADIUM DISTRICT CONCESSIONS SALES

Following is a list of the Approved Food & Beverage Vendors and Alcohol Vendors and corresponding revenues from events scheduled this fiscal year.

Approved Food/Beverage Vendors	FY/14-15 Gross Food/Beverage	FY/14-15 District's Revenue
1. AJ Enterprises –Fry Bread	\$1,872.00	\$606.11
2. American Flying Buffalo		
3. Baskin Robbins	\$807.00	\$261.29
4. Classic Thai BBQ		
5. Champion Food- Concession Faire	\$10,957.51	\$2,541.15
6. Cody Coyote Kettle Corn		
7. Common Grounds-Coffee		
8. Cowboy Kettle Corn	\$2,424.00	\$784.83
9. Eegee's	\$10,915.00	\$3,074.88
10. * FC Tucson Concessions	\$32,598.29	\$8,370.89
11.Kbork-Mexican Food	\$2,322.00	\$751.80
12. Kona Ice-Shaved Ice		

13. Lemon on the Loose	\$2,006.00	\$649.00
14. Little Treat Shoppe- Wraps		
15. Mustache Mike's-Italian Ice		
16. Not Jus Dogs-Hot Dogs		
17. Old Fashion Pretzels		
18. * Pinnacle Concessions-Concession Faire	\$118,829.75	\$25,778.94
19. Pizza Hut	\$9,256.00	\$1712.49
20. Roasted Almonds		
21. Something Sweet		
22. Southwest Concessions	\$16,720.00	\$4,502.60
23. The Whole Lemon		
24. U Concessions-French Fries	\$2,013.00	\$651.75
25. Wild West Kettle Corn		
26. Taqueria Porfis	\$8,314.72	\$1,922.92
Total	\$219,035.27	\$51,602.65

*Approved Alcohol Vendor

Accounting

As in most County contracts the County retains the right to audit the contractor records. Stadium district reviews the sales records supplied by the vendor after each event and for major events will review product inventory both before and after the event and compare those results to the vendor's sales records for the event.

The District has not performed a financial audit of any of the current contractors.

HA/cbc

c: Chris Bartos, Director, Kino Sports Complex