

Reservable Facilities Approved Caterer List Staff Recommendation





Reservable Facilities
Overview

EBRPD/Caterer
Relationship

Staff
Recommendation

Fern Cottage



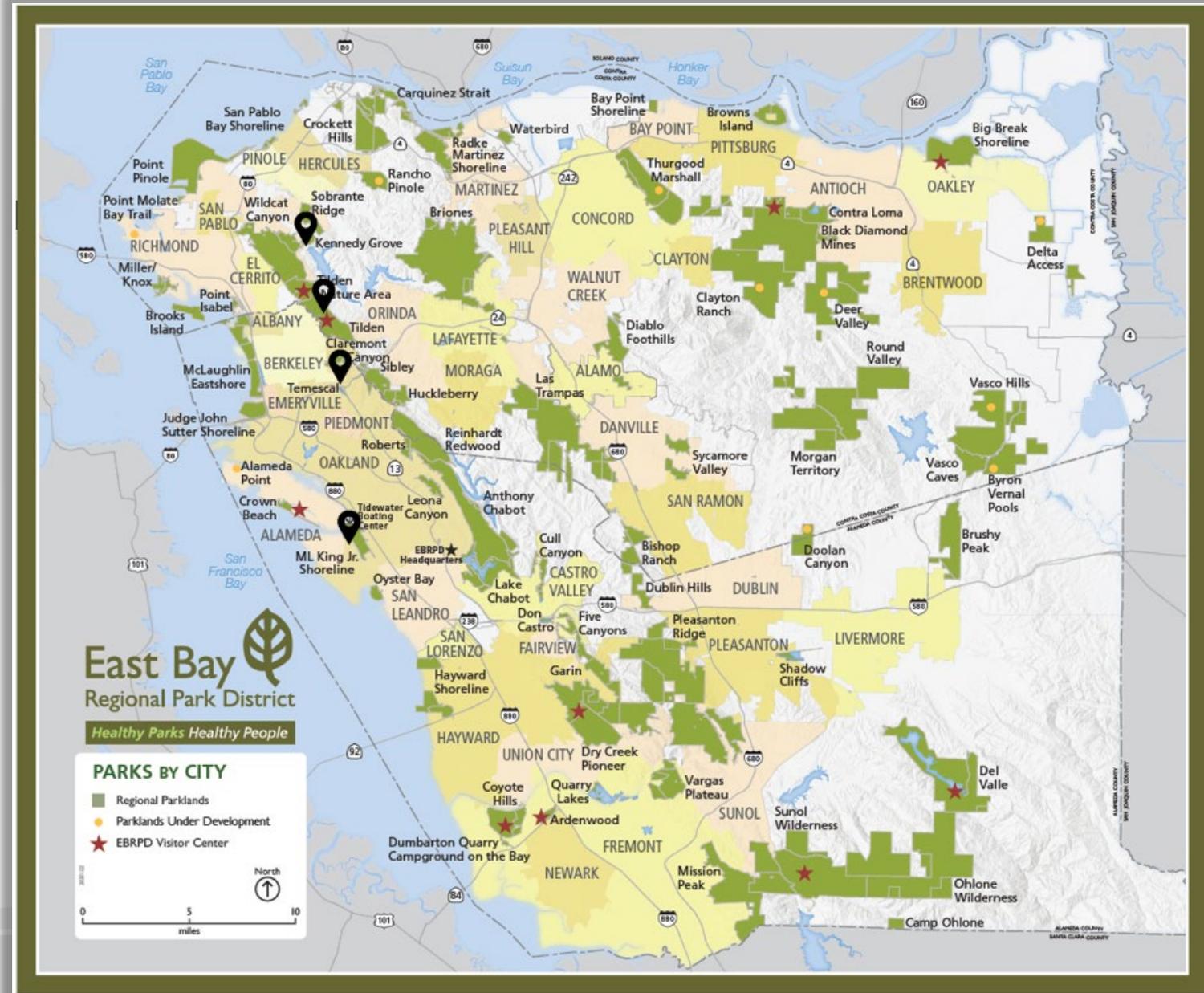
Brazilian Room



Beach House



Shoreline Center



Maintenance: the art of preserving excellence



Wednesday

13

ADMIN TASKS DL; Brazilian Room; Rental Facilities

CHECK BR PROPANE TANK DL; Rental Facilities

7 AM	TEM STONE MASONRY REPAIRS YI Stairs	BR GARDEN PCC	BR CLEAN DL Rental Facilities			
8 AM			BR CELEBRATION OF LIFE CHE			
9 AM		FERN TECH EQUITY COLLABORATIVE NON (LP OPEN/PCC CLOSE)*** Sesoo 202-215-5868 Rental Facilities		TEM CLEAN JS Rental Facilities	MLK CLEAN GENERAL MAINTENANCE DL/LP	TEM GARDEN PCC
10 AM				TEM VIEW JS; Connor 443-370-580		
11 AM				TEM VIEW JS; Susie 469-688-6685		
12 PM				TEM VIEW JS; Regent Brown 206-9		
1 PM	MLK DRYWALL REPAIR YI			MLK LANDSCAPING PCC	MLK HVAC LP Preventative Maintenance	TEM ORIENTATION JS Rebecca 510-459-7191 Rental Facilities
2 PM						Dionte Off Rental Facilities
3 PM						TEM VIEW JS; Guillermo 859-893-21
4 PM			TEM AFSCME 2428 MTG	BR CLEAN JS/LP Rental Facilities		TEM VIEW JS; Kim 310-850-8856; Re
5 PM	BR MEMORIAL ARL	FERN CLOSE PCC; Rental Facilities				
6 PM						
7 PM						
8 PM						



APPROVED CATERERS

2022-2026

The Arlington	Blue Heron Catering	Café Soleil	Carrie Dove Catering & Events
Chris Evans Events & Catering	Classic Culinaire	Culinary Excellence	Hugh Groman Catering
Jasmine Catering	Montperi Catering	Olive	The Red Door
Salt and Honey Catering and Events	S+S Gastro Grub Catering and Events	Trumpetvine Catering	

- Site Representative
- Open/Close Building
- Event Execution
- Customer Support
- Marketing
- Maintenance Support
- Waste Management

CATERING FEES

Social Events 11.5% of Gross Food and Beverage Sales
 (4% Concession fee + 7% Maintenance Fund + .5% Promotional Fund)

Business Events 5.5% of Gross Food and Beverage Sales
 (2% Concession fee + 3% Maintenance Fund + .5% Promotional Fund)



THREE YEAR AVERAGE 2022-2024	
F&B SALES	\$1,280,549
FEES COLLECTED	\$137,978
MAINTENANCE FEES	\$83,448
CONCESSION FEES	\$48,127
PROMOTIONAL FEES	\$6,403

FACILITY USAGE



3 YR. AVE.	Total Events	Catered	Non-Catered	Revenue
BR	366	226	140	\$612,111.67
TEM	252	85	167	\$186,593.10
FERN	135	19	115	\$53,684.83
MLK	17	2	14	\$8,502.17
TOTAL	770	333	437	\$870,314.43

57%

GOALS

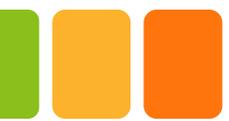
- Customer Satisfaction**
 - Budget/Availability
 - Cultural Diversity
 - Dietary Options
- Reduce Departmental Strain**
 - Caterer Open/Close
 - Caterer Event Support
 - Fewer Appointments
- Waste Reduction**

STAFF RECOMMENDATION



- Aurora Catering
- California Rose Catering & Events
- Midsummer Kitchen
- Pacific Fine Food Catering
- Twelve Top Catering





RECOMMENDATION:

**TO AWARD AND AUTHORIZE
EXECUTION OF CATERER LICENSES
WITH AURORA CATERING, CALIFORNIA
ROSE CATERING, INC., MIDSUMMER
KITCHEN, PACIFIC FINE FOODS, INC.,
AND HOT CORNER, LLC DBA TWELVE
TOP CATERING, LLC, FOR RESERVABLE
FACILITIES DISTRICTWIDE**