

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,  
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

**ORDINANCE**

**APPROVING A CONTRACT WITH COMPASS GROUP USA, INC., TO PROVIDE FRESH FOOD, BEVERAGE AND SNACK VENDING FOR EMPLOYEES AND VISITORS AT VARIOUS CITY FACILITIES AND PROPERTIES FOR A FIVE-YEAR TERM BEGINNING UPON AWARD WITH THE OPTION TO RENEW FOR ONE ADDITIONAL, FIVE-YEAR PERIOD. IN ADDITION, THE CONTRACT INCLUDES OFFICE COFFEE AND TEA SERVICES FOR CITY DEPARTMENTS.**

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**WHEREAS**, the City released a Request for Proposal (RFP) seeking proposals for a qualified operator to provide healthy food, beverage and snack options for employees and visitors at various City facilities and properties; and

**WHEREAS**, the proposed contract will make fresh food, snacks, and beverages available through self-service markets and traditional vending machines in accordance with the City's Healthy Food Service Guidelines; and

**WHEREAS**, seven responses were received and evaluated; and

**WHEREAS**, staff recommends Compass Group USA, Inc., by and through its Canteen Vending Services Division, for award of this contract; and

**WHEREAS**, approval of this ordinance will authorize a five-year contract beginning upon award, with the option for the City to renew for one additional five-year period; and

**WHEREAS**, the City will receive a 1.5% commission on all self-service market sales and an 8.5% commission on all vending sales; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** This *Agreement for Food & Beverage Operations at City of San Antonio Facilities* (the "Agreement") for a five-year term, beginning upon award with the option to renew for one additional, five-year period is hereby approved. The Chief Financial Officer or designee, or the Deputy Chief Financial Officer/Director of Finance or designee, is hereby authorized to execute the Agreement on behalf of the City of San Antonio. A copy of said contract is attached hereto and incorporated herein by reference for all purposes as **Exhibit I**.

**SECTION 2.** Funds received for this ordinance for vending options will be deposited in Fund 29501000, Internal Order 235000000021 and General Ledger 4401131.

**SECTION 3.** The coffee service is being funded out of the participating City departments at the respective locations.

**SECTION 4.** The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this ordinance.

**SECTION 5.** This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

**PASSED and APPROVED** this \_\_ day of \_\_\_\_, 2024.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

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Debbie Racca-Sittre, City Clerk

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Andrew Segovia, City Attorney