



City of Denton

City Hall
215 E. McKinney Street
Denton, Texas
www.cityofdenton.com

AGENDA INFORMATION SHEET

DEPARTMENT: Procurement
ACM: Christine Taylor
DATE: June 16, 2026

SUBJECT

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Ben E. Keith Company, for the supply of food and concessions at the Water Works Park, Civic Center Pool, and Denton Independent School District Natatorium concession stands for the Parks and Recreation Department; providing for the expenditure of funds therefor; and providing an effective date (RFP 8943 – awarded to Ben E. Keith Company, for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,500,000.00).

STRATEGIC ALIGNMENT

This action supports Key Focus Area: Strengthen Community and Quality of Life.

INFORMATION/BACKGROUND

Historically, the concession stands at the Water Works Park have been operated by Parks and Recreation Department (PARD) staff since the park opened in 2003. The Civic Center Pool concession stand has been operated by PARD since 2007. The concession stands offer food and refreshments during public swims and special events. A three-year history of concession expenditures is as follows for Water Works Park and the Civic Center Pool (Denton Independent School District (DISD) Natatorium concessions are a new venture):

1. FY22-23 - \$114,000.00
2. FY23-24 - \$123,000.00
3. FY24-25 – \$134,000.00

PARD staff will open the concessions facilities for all operating hours at each individual HBU. Staff based the contract amount on estimates from previous years and accounted for an increase of 10% in sales as attendance numbers are increasing 5,000-10,000 patrons year over year, in anticipation of more patrons after renovation of Water Works Park, and included an 8% increase in costs of supplies each year due to inflation. Contingency was added for expansion and possible new locations.

Year	Amount
FY26	\$158,000
FY27	186,440
FY28	220,000
FY29	260,000

FY30	306,800
Contingency	368,760
Total	\$1,500,000

Contracting out for concession supplies is a common practice in the aquatics industry. It allows the organization to receive the most competitive pricing and the efficiency of on-site delivery. The concession stands at the Water Works Park, the Civic Center Pool, and the DISD Natatorium operate with the goal of achieving at least 100% cost recovery. Data gathered from previous fiscal years confirms that operations at the concession stands have been a profitable venture for the City.

Request for Proposals was sent to 95 prospective suppliers, including eight (8) Denton firms. In addition, specifications were placed on the Procurement website for prospective suppliers to download and were advertised in the local newspaper. Three (3) proposals were received, with two (2) meeting specifications. References were checked, and proposals were evaluated based upon published criteria, including price, delivery, compliance with specifications, and probable performance. Based upon this evaluation, Ben E. Keith Company was ranked the highest and determined to be the best value for the City.

NIGP Code Used for Solicitation:	385 – Foods, Frozen & 390 – Foods, Perishable
Notifications sent for Solicitation sent in IonWave:	95
Number of Suppliers that viewed Solicitation in IonWave:	43
HUB-Historically Underutilized Business Invitations sent out:	21
SBE-Small Business Enterprise Invitations sent out:	43
Responses from Solicitation:	3
Responses Meeting Specifications:	2

RECOMMENDATION

Award a contract with Ben E. Keith Company, for the supply of food and concessions at the Water Works Park, Civic Center Pool, and Denton Independent School District Natatorium concession stands for the Parks and Recreation Department, in a for three (3) years, with the option for two (2) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$1,500,000.

PRINCIPAL PLACE OF BUSINESS

Ben E. Keith Company
Fort Worth, TX

ESTIMATED SCHEDULE OF PROJECT

This is an initial three (3) year contract with options to extend for two (2) additional one (1) year periods, with all terms and conditions remaining the same.

FISCAL INFORMATION

These food and concession items will be funded from the following accounts, with the estimated annual expenditure included in the adopted budget.

Account Name	Account Number	Amount Budgeted in Account
Natatorium Miscellaneous	207001.6390	\$7,200
Water Works Park Miscellaneous	207002.6390	\$111,000.00

Civic Center Pool Miscellaneous	401160.6390	\$14,000.00
Natatorium Building/Equipment	207001.6512	\$4,000.00
Water Works Park Building/Equipment	207002.6512	\$17,800.00
Civic Center Pool Building/Equipment	401160.6512	\$4,000.00

Requisitions will be entered on an as-needed basis. The remainder will be budgeted in future fiscal years to align with the contract terms and expenditure. These products and services will be utilized on an as-needed basis. The City will only pay for items purchased and is not obliged to pay the full contract amount unless needed.

EXHIBITS

Exhibit 1: Agenda Information Sheet

Exhibit 2: Pricing Evaluation

Exhibit 3: Ordinance and Contract

Respectfully submitted:
Lori Hewell, 940-349-7100
Purchasing Manager

For information concerning this acquisition, contact: Ryan Comfort, 940-349-8802.

Legal point of contact: Leah Bush at 940-349-8333.