



Harris County, Texas

1001 Preston St., 1st Floor
Houston, Texas 77002

Commissioners Court

Request for Court Action

File #: 24-7395

Agenda Date: 12/10/2024

Agenda #: 325.

Department: Purchasing

Department Head/Elected Official: Paige McInnis

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Renewal

Project ID (if applicable): 170170

Vendor/Entity Legal Name (if applicable): Culinary Concessions, LLC d/b/a Luby's Culinary Services

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval of a renewal option with Culinary Concessions, LLC d/b/a Luby's Culinary Services for food service management and cafeteria operation for Harris County for the period of December 19, 2024 - December 18, 2025, at no additional cost to the county (170170).

Background and Discussion:

This agreement provides labor and supplies required to operate a cafeteria within various, downtown Harris County facilities. Cafeteria operations consist of, food preparation, food stocking, order management, delivering food to various locations downtown. These services are performed during County days of operation for the convenience of County employees and members of the general public transacting business in the Civil Courthouse and the Criminal Justice Center. The volume is dependent on the needs of the tenants, visitors, and the time of year.

Expected Impact:

This agreement will extend the term to allow for uninterrupted concession service within the Civil Courthouse and Criminal Justice Center. This renewal will provide a revenue to the County.

Alternative Options:

The alternative option is to rent the space to another concession provider or to repurpose the space for another use.

Alignment with Goal(s):

- _ Justice and Safety
- _ Economic Opportunity
- _ Housing

Presented to Commissioners Court

December 10, 2024

Approve: G/B

- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
06/27/2017	19.c.1.i	Request for approval of project scheduled for advertisement
09/26/2017	22.d.9.h	Recommendation of award on basis of only proposal received
12/19/2017	II.2	Request to execute agreement
08/23/2022	265	Request for approval of an order permitting assignment
02/21/2023	511	Request for approval of a renewal option (1 of 5)
11/14/2023	223	Request for approval of a renewal option (2 of 5)

Location: N/A

Address (if applicable): N/A

Precinct(s): Choose an item.

Fiscal and Personnel Summary

Service Name				
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expenses
Funding Sources				
Existing Budget				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$	\$	\$
Additional Budget Request (<i>Requires Fiscal Review Request Form</i>)				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	\$	\$	\$
Total Funding Request	\$	\$	\$	\$
Personnel (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-

Total Personnel	-	-	-	-
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Anticipated Court Date: 12/10/2024**Anticipated Implementation Date (if different from Court date): N/A****Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item**Contact(s) name, title, department:** Debjani Chakravarty, Director PMO & Contracts, Office of the County Engineer; Jessica Barelas, Contract Manager, Purchasing**Attachments** (if applicable): Letter



Paige McInnis
Harris County Purchasing Agent

November 20, 2024

Commissioners Court
Harris County, Texas

RE: Job No. 170170

Members of Commissioners Court:

Please approve the renewal for the following:

Description: Food Service Management and Cafeteria Operation for Harris County

Vendor(s): Culinary Concessions, LLC d/b/a Luby's Culinary Services

Term: 12/19/2024 - 12/18/2025

**Renewal
Options:** 3 of 5

Amount: \$0 (revenue)

Bond(s): No

Reviewed By: • Harris County Purchasing • Building Operations Services

Sincerely,

Paige McInnis
Purchasing Agent

JMB
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA DECEMBER 10, 2024

