

500 West Big Beaver Troy, MI 48084 troymi.gov

CITY COUNCIL AGENDA ITEM

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Date: July 16, 2024

To: Robert J. Bruner, Acting City Manager

- From: Megan E. Schubert, Assistant City Manager Rob Maleszyk, Chief Financial Officer Dee Ann Irby, Controller Brian Goul, Recreation Director Emily Frontera, Purchasing Manager
- Subject: Award Standard Purchasing Resolution 8 Best Value Award Preferred Caterer/Restaurant List for the Troy Community Center

<u>History</u>

- Since 2011, a service offered to residents when renting space at the Community Center is the option to use Catering Services.
- Prior to 2019, the City contracted with a single food service provider who had exclusive rights to all rentals.
- Although contracting with a single food provider was successful, many customers requested more catering and food options which resulted in staff deciding to go the preferred caterer direction offering a variety of caterers.
- On July 22, 2019, Troy City Council approved a three-year contract with an option to renew for 2 additional years for a Pre-Qualified Caterers/Restaurants List. (Resolution 2019-07-083-J-4b)
- Four (4) caterers were chosen to be part of the original list; Sedona Taphouse, Kosch Catering, Crank's Catering, and Granite City Food and Brewery.
- City Council further authorized City management to update the prequalified preferred Caterers/Restaurant List when in the best interest of the City and the Community Center and as a result, Maggiano Little Italy, Priya Indian Cuisine, and Zio's Catering were also added to the list.
- Kosch Catering and Priya Indian Cuisine were removed from the list due to closure.
- The current contract expires on July 31, 2024.

Purchasing

On June 6, 2024, a bid opening was conducted as required by City Charter/Code in order to Pre-Qualify Caterers and develop a Preferred Caterers List for the Recreation Department. The bid was posted on the MITN Purchasing Group website: <u>www.bidnetdirect.com//city-of-troy-mi</u>. Four Hundred Eighty-Eight (488) vendors were notified via the MITN website. Four (4) responses were received. Below is a detailed summary of potential suppliers:

Companies notified via MITN	488
Troy Companies notified via MITN	10
Troy Companies - Active email Notification	10
Troy Companies - Active Free	
Companies that viewed the bid	
Troy Companies that viewed the bid	

<u>MITN</u> provides a resourceful online platform to streamline the procurement
process, reduce costs, and make it easier and more transparent for vendors
to do business with the City of Troy.
Active MITN members with a current membership and paying annual dues
receive automatic electronic notification which allows instant access to Bids,
RFPS and Quote opportunities with the City.
Active MITN non-paying members are responsible to monitor and check
the MITN website for opportunities to do business with the City.
Inactive MITN member status can occur when a company does not renew
their account upon expiration Inactive members cannot be notified of



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Purchasing (continued)

The Request for Proposal was also directly emailed to eleven (11) local caterers and restaurants.

There are four (4) qualified Caterers:

Golconda Foods, LLC dba Kurrys Indian Cuisine
Cass Catering LLC
Benito's Pizza
SOK Venture, LLC dba Olga's Kitchen

Troy, MI Clinton Township, MI Troy, MI Livonia, MI

The purpose of this solicitation process was to qualify caterers/restaurants in order to develop a Preferred Catering List to be offered when Community Center space is rented.

Financial

Preferred Caterers will pay the City a license fee for each private event catered at the Troy Community Center which will be predicated on 10% for all food and non-alcoholic beverages only sold or served.

Recommendation

City Management recommends the approval of the Pre-Qualified Preferred Caterers/Restaurants List as detailed above to be offered for room rentals at the Community Center, for three (3) years with an option to renew for 2 additional years. City management also requests the ability to extend and add vendors as needed to the Pre-Qualified Preferred Caterers/Restaurants List when in the best interest of the City and the Community Center.



Preferred Caterer/Restaurant List

Golconda Foods, LLC, dba Kurrys Indian Cuisine	Troy, MI
Cass Catering LLC	Clinton Township, MI
Benito's Pizza	Troy, MI
SOK Venture LLC dba Olga's Kitchen	Livonia, MI

CITY OF TROY BID TABULATION

PREFERRED CATERING SERVICESFOR TROY COMMUNITY CENTER

VEND	OR NAME:		Cass Catering, LLC	Benitos Pizza	SOK Venture, LLC dba Olga's Kitchen
CATERERS MUST HAVE THE FOLLOWING MINIMUM QUAL		Troy, MI	Clinton Twp, MI	Troy, MI	Livonia, MI
	IFICATIONS	S TO BE CONSIDE		EREVALUATION	
Qualifications of Personnel Minimum					
Five (5) years of continuous experience in the development, management, and operation of a high quality food service business.	Y or N	Y	Y	Y	Y
Three (3) years experience providing off-premise food and catering sales and services in the greater Detroit area for social and corporate/business meetings and events Provided three specific sample proposals per RFP specifications.	Y or N	Y	Y	Y	Y
ABILITIES					
Qualifications of Personnel Contains information that demonstrates ability and lists personnel including their experience and responsibilities.	Y or N	Y	Y	Y	Y
LICENSES & QUALIFICATIONS					
Fully Licensed Provided copies of applicable licenses (If offering alcohol service, Caterer must have a valid MLCC catering license and be in compliance with all MLCC rules and regulations) Provided	Y or N	Y	Will Provide	Ν	N
<u>Project Understanding and Approach</u> Caterer's understanding of the private event business at the Troy Community Center with its unique opportunities and challenges	Y or N	Y	Y	Y	Y
Provided Address of caterer's main brick and mortar kitchen (should be within (25) miles from the Troy Community Center)	Y or N	Υ	Y	Y	Y
Provided a PDF of the most recent health permit covering the kitchen	Y or N	Y	Will Provide	Ν	N
COST OF SERVICES					
<u>Cost of Services</u> a. Supply three specific sample proposals that would be suitable for the Troy Community Center, including cost breakdown. Examples: Large Business Event, Wedding and Family Event b. Include three (3) or more photos of food presentation. c. Provide sample final invoices for each proposal. Indicate whether caterer will include license fee as a line item or incorporate within overall costs.	Y or N	Y	Y	Y	Y
CONTRACT REQUIREMENTS					
References – Minimum three (3) references for whom comparable services were provided to in the last three (3) years	Y or N	Y	Y	Y	Y
Insurance	Y or N	Not Specified	Y	Not Specified	Not Specified
Contract Forms	Y or N	Y	Y	Y	Y

ATTEST: Brain Goul Andrew Chambliss Nellie Bert Bryan Pompa Martinique Gates

CATERING LICENSE AGREEMENT

This CATERING LICENSE AGREEMENT ("Agreement"), entered into this 22nd day of July, 2024 ("Commencement Date"), by and between the CITY OF TROY, a municipal corporation ("City"), and ______, a Michigan corporation ("Caterer").

RECITALS

A. City is a municipal corporation duly organized and validly existing under the laws of the State of Michigan with the power to carry on its business as it is now being conducted under the statutes of the State of Michigan and Charter of the City. City is the owner and operator of the Troy Community Center.

B. Caterer is a corporation in good standing in the State of Michigan.

C. The City issued a Request for Proposals for Preferred Caterers for Private Events ("RFP") at the Troy Community Center, a copy of which is incorporated by reference. The RFP identifies the conditions required for catering events and the specific areas available at the Troy Community Center for catering.

D. In response to the RFP, the Caterer provided a Proposal dated on or about June 6, 2024 ("Proposal"), a copy of which is incorporated by reference.

E. From the various proposals submitted in response to the RFP, the City has created a List of Preferred Caterers for referral to individuals or entities renting the Troy Community Center for meetings or social functions. Caterer is one of the caterers on the City's List of Preferred Caterers.

F. City and Caterer desire to enter into this Agreement to allow the Caterer to provide catering services at the Troy Community Center when requested by individuals or entities renting the City Facilities, upon the terms and conditions set forth herein. Accordingly, this is not intended to be an exclusive license, but instead, a limited nonexclusive catering license.

G. The City reserves the right to accept other bids from other caterers in the future to add to the preferred caterer list as long as they meet the required criteria and execute a similar contract. The City also reserves the right to delete vendors to the preferred catering list based on performance and/or need.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

AGREEMENT

1. TERM OF AGREEMENT.

1.1. <u>Initial Term</u>. The term of this Agreement shall be for a period of three (3) years commencing from the Commencement Date terminating at midnight three years thereafter, unless extended pursuant to Section 1.2 or terminated pursuant to Section 16, below.

1.2. <u>Extension Term</u>. City shall have a separate option to extend the term of this Agreement by an additional period of two (2) years on the same terms and conditions. The City may exercise its option, at its sole and complete discretion, by letter written by the City Manager or designee.

2. GRANT OF LICENSE; AND LICENSE AREA.

2.1. <u>Catering of Permitted Items</u>. City hereby grants to Caterer a limited nonexclusive revocable license to provide catering services as set forth in the Caterer's Proposal and in accordance with this Agreement to cater events to individuals or entities with a Facilities Use Permit issued by the City for the Troy Community Center. All rentals at the Troy Community Center shall be made through the City; but the individual or entity with a Facilities Use Permit can select their own caterer from the List of Preferred Caterers.

2.2. <u>License Area</u>. Caterer's activities are limited to those areas of the Troy Community Center that are specified with the Facilities Use Permit for each catered event ("License Area"). This License includes the Caterer's reasonable right of access to and from the License Area.

3. REQUIREMENTS OF USE.

Caterer shall comply with all of the following requirements for use of the License Area:

3.1. <u>Caterer Contacts</u>. Caterer shall designate (i) a permanent Account Manager to handle all the Troy Community Center referrals and be present at the initial meeting with individuals or entities granted a Facilities Use Permit; and (ii) a permanent Business Manager to handle the insurance, License Fee, notices and other requirements set forth in this Agreement;

3.2. <u>Full Service Catering</u>. Caterer shall provide, directly or indirectly, full services required by the individuals granted a Facilities Use Permit, including glassware, silverware, china, and linens;

3.3. <u>Catering Uniforms</u>. Caterer shall conform to a professional dress code and appearance;

3.6. <u>Menus</u>. Caterer shall provide Menus (with prices) for the food services offered and drop-off services;

3.7. <u>Staging</u>. Food staging areas are not available;

3.8. <u>Onsite Cooking</u>. Cooking of food onsite by Caterers is not allowed. Caterers are permitted to utilize transit boxes, convection ovens and other heating and warming ovens in order to complete final preparation of the menu;

3.9. <u>Alcohol Service</u>. Alcohol service must be served by a properly-licensed and bonded Caterer and in accordance with all applicable laws and a valid Caterer's Permit issued by the MLLC. Guests are required to consume alcohol only in the licensed areas specified in the Facilities Use Permit. Caterer is responsible for the cessation of alcohol service one-half hour prior to the end of an event;

3.12. <u>Event Ending</u>. The end time for each event will be specified in the Facilities Use Permit. Caterer(s) are responsible to insure they are off-site at the closure time for all events;

3.13. <u>Furniture Rental</u>. All furniture for event set- up is provided by the Troy Facilities staff; no outside rental of furniture is permitted;

3.14. <u>Rental Restrictions</u>. There are restrictions imposed for use of City Facilities. This includes, but is not limited to prohibitions against smoke machines, heat lamps, fog machines and candles.

3.15. <u>Troy Guidelines and Policies</u>. Caterer shall comply with all Troy Guidelines and Policies, as may be amended from time to time by the City in its sole discretion. Caterers have been provided with a current copy of Troy's Guidelines and Policies. Any amendments to the Troy Guidelines or Policies will be provided by the City to the Caterers prior to implementation of said guidelines; and

3.16. <u>Discounts and Donations</u>. Any discount or donations of food and beverage to the individual or entity granted a Facilities Use Permit must be in full compliance with the Troy Policy on Discounts and Donations, and shall require advance written approval from the City in accordance with said policy.

3.17. Although nothing in this Agreement is intended to prohibit Caterer from providing food or beverage service for individuals, businesses and third parties at other venues where Caterer is licensed, Caterer shall not encourage a different venue for patrons for the sole purpose of establishing a client base at the expense of the City of Troy.

4. LICENSE FEE.

4.1. <u>License Fee</u>. For each catered event, Caterer(s) agree to pay the City a license fee in the amount of ten percent (10%) of Gross Sales of all food and non-alcoholic beverages, as defined herein.

The term "Gross Sales", as used in this License, shall mean and include the entire amount of the actual sales prices for all sales of food and nonalcoholic beverage originating from business conducted by Caterer in, on or from the License Area. No deduction shall be allowed for uncollected or uncollectible credit accounts or for direct or indirect discounts, rebates, credits, or other deductions unless offered on a uniform basis. The term "Gross Sales" shall not, however, include any sums collected and paid out by Caterer for any sales or excise tax imposed by and accounted for by Caterer to any duly constituted governmental authority, and for approved discounts and donations of food and beverage approved in advance by the City in accordance with the Troy Policy on Discounts and Donations.

4.2. <u>Payment of Gross Sales</u>. Caterer shall prepare and deliver to City a written Statement of Caterer's Gross Sales by the 15th of the month for all events catered for the month prior, along with the payment of License Fees, without set off or deduction, and copies of final invoices. Payment shall be made by check or money order payable to the City of Troy, and shall be mailed or delivered to the following address:

Event Services Troy Community Center 3179 Livernois Troy, MI 48083

4.3. Late Fees. Caterer acknowledges that late payments of its monetary obligations to the City will cause the City to incur costs not contemplated by this License and the exact amount of these costs will be extremely difficult to ascertain. If Caterer fails to pay any of its monetary obligations to the City within ten (10) calendar days from the date the payment is due, late charges in the amount of ten percent (10%) of the unpaid amount shall be paid by the Caterer as Additional License Fees. Caterer shall pay this amount for each calendar month in which all or any part of any payment to the City remains delinquent for more than ten (10) calendar days after the due date. The parties agree that late charges represent a fair and reasonable estimate of the costs the City will incur for late payment of any monetary obligations. Acceptance of the late charges by the City shall not constitute a waiver of the Caterer's defaults with respect to the overdue amount or prevents the City from exercising any of its rights and remedies pursuant to this License. Caterer shall pay the late charge as Additional License Fees at the time the next installment of License Fees is paid.

5. RESPONSIBILITY FOR CATERER'S USE OF LICENSE AREA

Caterer accepts the License Area in "AS IS" condition and City shall not be required to make any alterations, improvements or repairs therein or thereon. Caterer hereby waives any and all rights, any expressed or implied warranties concerning the condition of such areas. Caterer shall not make any changes to or remove any portion of such areas without first securing City's written consent. All such approved changes or removals shall be at the sole expense of Caterer. In the event of any damage to the License Area or its contents caused by Caterer or any of its vendors, employees or agents, Caterer agrees to promptly repair all such damage immediately to the City's satisfaction.

6. EMPLOYEES AND MECHANICS' LIENS.

Caterer shall operate the catering activities in such a manner as to prevent the filing of any mechanics' liens, and other liens, and liens for labor, services, supplies, equipment, or material incurred by it, and Caterer will at all times fully pay and discharge and wholly protect, defend and hold harmless City on account of said liens, claims assertions, or filing thereof.

7. TAXES.

The Caterer shall exonerate, indemnify, and hold harmless the City from and against, and shall defend the City from and against, and shall assume full responsibility for payment of all wages or salaries and all federal, state, and local taxes or contributions imposed or required under the Unemployment Insurance, Social Security, Income Tax laws, Worker's Compensation laws, or other laws with respect to the Caterer's employees engaged in the performance of Caterer's obligations thereunder. Caterer shall pay any and all taxes upon personal property and improvements and possessory interests belonging to said Caterer and Caterer shall pay all sales and other taxes levied against the operation of said business.

8. INSURANCE REQUIREMENTS.

Prior to the Commencement Date, Caterer shall procure, maintain and pay for insurance against claims for injuries to persons or damage to property that may arise from or in connection with the catering services by Caterer or his/her/its agents, representatives, employees or subcontractors for the duration of this Agreement. Caterer must obtain insurance that, at a minimum, meets the requirements for insurance set forth in Exhibit A, Insurance Requirements and Verifications, which is attached hereto and incorporated herein by reference.

9. RECORD OF TRANSACTIONS

Caterer shall keep complete records and accounts in accordance with generally accepted accounting principles (GAAP) of all business transacted pursuant to this Agreement. Caterer shall give City access, during reasonable business hours, to such records and accounts. Caterer shall retain all primary sales records as evidence of Gross Sales for each year for at least thirty-six (36) months after the expiration of this License.

The acceptance by City of payments of any license fees due under this Agreement shall be without prejudice to City's right to an examination of Caterer's books and records of its Gross Sales in order to verify the amount of Caterer's Gross Sales. At any reasonable time during normal business hours and at Caterer's principal place of business within two (2) years after receipt of any statement furnished it by Caterer and upon ten (10) days' prior written notice to Caterer, City may cause a special audit to be made of Caterer's business records relating to Gross Sales from said leased License Area for the period covered by such statement. Except as provided in the following paragraph, City shall pay the cost of such audit. The Caterer shall promptly pay any deficiency disclosed by such audit. Any accounting firm selected by City shall perform any such special audit.

If such audit shall disclose an additional liability for License Fee in excess of five percent (5%) of the percentage of the License Fee theretofore computed and paid by Caterer for the period covered by the audit, Caterer shall also pay to City the cost of the audit.

Each Statement of Gross Sales submitted by the Caterer shall become binding upon City two (2) years after delivery thereof to City, unless within such two (2) year period City shall cause a special audit to be commenced.

10. LAWS AND ORDINANCES.

During the term of this License, Caterer shall comply with all applicable federal, state and local laws, ordinances, codes and regulations ("Applicable Laws") that may be amended from time to time. The violation of any Applicable Law shall be deemed a material breach of this License.

11. PERMITS AND LICENSES.

The Caterer shall be required to obtain any and all governmental permits or licenses that may be required from time to time in connection with the services to be performed under this Agreement, including, but not limited to a Catering permit issued by the MLCC if alcohol is to be served. Evidence of required permits and licenses shall be supplied as soon as possible. All required permits and licenses shall be current, and

shall not have an expiration date within fourteen days of any scheduled event at the City Facilities.

12. PROHIBITION AGAINST TRANSFER.

The parties hereby specifically agree that this License is personal to Caterer and that Caterer is prohibited from assigning all or any of its interests under or pursuant to this License to any other party or parties. Any attempt to do so shall be null and void, and any purported assignee, sub lessee, or transferee shall acquire no right or interest in this Agreement. All required permits, licenses and any agreements related to the Caterer's operation must be in Caterer's name or it will be deemed a purported transfer.

13. WAIVERS.

A waiver by the City of any breach of any term, covenant or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition contained herein, whether of the same or a different character.

14. HOLD HARMLESS, DEFEND AND INDEMNIFICATION.

Caterer shall indemnify, defend and hold harmless City, its City Council, boards and commissions, officers, agents, employees and volunteers (collectively, the "City") from and against any and all actions, causes of action, obligations, costs, damages, losses, claims, liabilities and demands of any nature whatsoever, including, but not limited to, reasonable attorneys' fees, regardless of the merit or outcome of any such claim or suit, arising from or in any manner connected to: (i) Caterer's use or possession of the License Area: (ii) the exercise of the Agreement by Caterer; (iii) the activities and operations of Caterer, its officers, agents, employees, vendors, guests and invitees; and (iii) furnishing or supplying work, services, materials, equipment or supplies. Caterer further agrees that the City shall not be liable for any loss, damage or injury to Caterer's business or property or for any injury to Caterer's employees, agents, guests or invitees.

15. INDEPENDENT CONTRACTOR.

It is understood and agreed that Caterer, in the performance of this Agreement, will be acting in the wholly independent capacity and not as agents, employees, partners, or joint ventures of the City. This Agreement does not create a tenancy of any nature whatsoever between City and Caterer.

16. DEFAULT AND TERMINATION.

16.1. <u>Events Constituting Material Default</u>. The occurrence of any one or more of the following events shall constitute a material default and breach of this Agreement: (i) Caterer's failure to abide by any of the terms and conditions of this Agreement; (ii)

Caterer's making of any arrangement or assignment of this Agreement for the benefit of creditors; (iii) Caterer's becoming a "debtor" as defined in 11 U.S.C. Section 101; (iv) the attachment, execution or other judicial seizure of any of Caterer's interest in this Agreement; (v) the discovery by City that any financial or other information given by Caterer to City was false or misleading in any respect; (vi) Caterer's failure to comply with the applicable laws, regulations, ordinances, statutes or rules; and (vii) Caterer's failure to obtain and keep all permits and licenses required by law.

16.2. <u>Notice and Opportunity to Cure</u>. In the event of default of any of the provisions of this Agreement, the City may elect to issue one of the following:

i. <u>Notice of Noncompliance</u>. A written notice identifying the noncompliance and setting forth the cure and the time period to effectuate a cure ("Notice of Noncompliance"). The Caterer shall be required to cure within the time period specified in the Notice of Noncompliance or prior to the occurrence of the next catered event, whichever is earlier; or

ii. <u>Notice of Material Default</u>. A written notice of material default with a cure period of three (3) calendar days after receipt of notice.

16.3. <u>City's Remedies for Breach</u>. After providing notice and opportunity to cure, the City may: (i) terminate this Agreement for cause upon issuance of a Notice of Termination; (ii) maintain this License subject to enforcement of all of the City's rights and remedies under this Agreement; and (iii) pursue any other remedy now or hereafter available to City under the laws and judicial decisions of the State of Michigan. All unpaid License Fees, Additional License Fees or any other monetary obligations of Caterer under the terms of this License shall bear interest from the date due at the maximum rate then allowable by law.

16.4. <u>Termination Without Cause</u>. Either party has the right to terminate this Agreement without cause upon ten (10) days written notice to the other party. In the event City exercises its right to terminate this Agreement, Caterer shall be permitted to fulfill its obligations and honor any catering contracts for the City Facilities that Caterer entered into prior to such termination notice, as long as the Administrator provides detail of any such contracts to the City prior to the termination date.

16.5. <u>Obligations Upon Termination</u>. Upon termination of the Agreement, Caterer shall remove all catering activities and any other personal property from the License Area. In the event Caterer fails to remove its property by the date of termination set forth in the written notice, City may take exclusive possession of the License Area by removing the Caterer's property and storing the same at the expense of Caterer, without commencing any legal action or obtaining any court order therefore. Caterer shall be obligated to pay for any other monetary obligations Caterer has under the terms of this Agreement with interest at the legal rate.

17. NOTICES.

All notices, demands, requests or approvals to be given under this Agreement, shall be given in writing and shall be deemed served when sent by email and either (i) delivered personally, or (ii) seventy two (72) hours after the deposit thereof in the United States mail, postage prepaid, addressed as hereinafter provided.

All notices, demands, requests or approvals from the Caterer to City shall be addressed to:

Recreation Director Troy Community Center 3179 Livernois Troy, Michigan 48083 Email: GoulB@TroyMI.gov Telephone Number: (248) 524-3484

All notices, demands, requests or approvals from the City to Caterer shall be addressed to:

Caterer Contact:
Company Name:
Address:
Address:
Email:

It is the responsibility of the Caterer to maintain updated and current contact information.

18. **RIGHTS LIMITED**.

Notwithstanding anything contained in this Agreement or the actions of the parties in the future, under no circumstances shall the Agreement herein ripen into either a lease or easement (whether under claim of prescriptive right or otherwise).

19. INTERRUPTION OF RIGHTS DUE TO EMERGENCY.

In the event of an emergency that jeopardizes the health, safety or welfare of the public or any individual, City may remove Caterer from the License Area and regain possession of it without notice to Caterer. The exercise of City's rights under this Section shall be at City's sole and absolute discretion.

20. RELATIONSHIP OF PARTIES.

The relationship between City and Caterer is solely that of City and Caterer. Both parties acknowledge the relationship is not of landlord and tenant, easement grantor and easement grantee, or any other relationship.

21. MERGER OF NEGOTIATIONS.

This Agreement represents the full and complete understanding of every kind and nature whatsoever between the parties hereto and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof, and this Agreement shall not be modified except upon the written agreement of both City and Caterer.

22. NONDISCRIMINATION.

Caterer agrees not to discriminate against any individual because any protected classification under State or Federal law.

23. COST OF LITIGATION.

Should either party hereto institute any action or proceeding to enforce any provision hereof or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing party shall be entitled to receive from the losing party all costs and expenses and such amount as is adjudged to be reasonable attorney's fees for the costs incurred by the prevailing party in such action or proceeding.

24. CAPTIONS OF CONVENIENCE.

The captions herein are for convenience only and are not a part of this Agreement and do not in any way limit, define or amplify the terms and provisions hereof.

25. COUNTERPARTS.

This Agreement may be executed in several counterparts, each of which original and all of which together constitute but one and the same document.

26. MERGER OF NEGOTIATIONS.

This Agreement represents the full and complete understanding between the parties hereto and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof.

27. GOVERNING LAWS.

The validity of this Agreement and any of its terms or provisions, as well as the rights and duties hereunder, shall be interpreted and construed pursuant to the law of the State of Michigan.

28. ALCOHOL SERVICE.

If Caterer desires to offer alcohol service, then Caterer shall designate and use an already existing Michigan Liquor Control Commission liquor license held in Caterer's name and/or which can be used for catering services at the Troy Community Center. It is the responsibility of Caterer to apply to or obtain any required permission or licenses for whatever liquor license it will use for catering. The Caterer shall keep the license in good standing under Caterer's name during the term of the Agreement. The Caterer shall pay all up-front costs for the application and/or liquor license required by the MLCC. Violations of the State of Michigan liquor laws will be considered as a violation of the Agreement and may result in a termination of the Agreement at City's discretion. Employees serving alcoholic beverages shall do so in compliance with the State of Michigan liquor laws and guidelines as set forth by the MLCC. Serving violations by a Caterer's employee or agent will be just cause for the termination of the Agreement at City's discretion, and the Caterer shall be deemed responsible if such conduct occurs. The Caterer shall in no way jeopardize the liquor license obtained for use at the Troy Facilities. Caterer agrees to be responsible for all sanctions and/or penalties assessed for violations of the MLCC Administrative Rules and Regulations and/or federal, state, or local laws concerning the sale/serving of alcohol at the Troy Facilities. Caterer or its agents or employees shall not sell or permit intoxicating liquors to be consumed by minors.

29. SERVSAFE CERTIFICATION.

Caterer shall earn a Servsafe certification and keep it current.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed the day and year first above written.

CITY OF TROY a municipal corporation

Ву: _____

Its: _____

CATERER:	ATTEST:	
By:	······	

Its: _____



CITY OF TROY REQUEST FOR PROPOSAL

RFP-COT 24-08

PREFERRED CATERING SERVICES FOR TROY COMMUNITY CENTER

City of Troy Troy Community Center 3179 Livernois Road Troy, MI 48084

I. INTRODUCTION & PROJECT DESCRIPTION

The City of Troy, (referred to hereafter as "the City") is inviting proposals from qualified caterers interested in PREFERRED CATERING SERVICES FOR TROY COMMUNITY CENTER at the Troy Community Center (referred to hereafter as "the Community Center"). Selected caterers will be offered an agreement with the City for a period of three years, with two options for renewal of one year each, to be exercised at the City's sole discretion.

A. <u>BACKGROUND</u>

The City is establishing a list of preferred caterers to address client needs. Caterers in Troy and the greater Detroit area, who cover a variety of price points and cuisines including but not limited to vegetarian, vegan, and ethnic, are invited to apply. Caterers do not need to provide multiple cuisines to be considered.

B. PRIVATE EVENTS and CATERING AT THE COMMUNITY CENTER

1. Event Services Sales and Operations

When a prospective client approaches the Community Center to book an event, City of Troy Staff guides them from initial inquiry through site visits, proposals and permitting. City Staff advises clients to contact caterers for estimates prior to booking the facility from the City's Preferred Catering List. Once an event is permitted, an Event Coordinator is assigned to the event. Event Coordinators work with clients to determine set-up requirements to ensure that clients are in compliance with regulatory conditions and to monitor for overall protection of the Community Center. After an event, the City surveys clients for feedback regarding catering and other service issues at the Troy Community Center.

Rental availability throughout the year is as follows – (7 days/week year-round 6am – Midnight) depending on times available.

- Events may NOT be scheduled for:
 - o New Year's Day
 - o Easter
 - o Memorial Day
 - o Independence Day
 - o Labor Day
 - o Thanksgiving Day
 - o Christmas Eve and Christmas Day
 - o New Year's Eve

2. The Community Center Event Spaces

The **Community Center Space** includes the **Banquet and Meeting Rooms**.

3. Catering Opportunities and Challenges

The Troy Community Center operates under a number of regulatory conditions. A full understanding of the regulatory conditions, compliance with the Event Services policies, and an ability to respect and master the conditions and policies while creating successful events, is critical for inclusion on the preferred caterer list.

The regulatory conditions and policies include, but are not limited to, the following:

• Cooking onsite is not allowed. Transit boxes, convection ovens and other heating and warming ovens are permitted in the food staging areas in order to complete final preparation of the menu.

- Food staging areas include tables, counters, refrigerators, sinks and disposals.
- All areas used must be cleaned thoroughly at the end of the event.
- If there is a request for alcohol service, it must be provided by a properly-licensed and bonded caterer in accordance with all applicable laws.
 - o Guests may enjoy alcoholic beverages in rented area(s) and indoors only.
 - o Caterer is responsible to stop all alcohol service at least one-half hour prior to the end of an event.
- Events end by Midnight, seven (7) days/week.
- All furniture for event set-up is provided by the Troy Community Center; no outside rental of furniture is permitted.

C. SELECTION PROCESS AND TIMELINE

The following is a list of key dates:

Request for Proposals issued	Thursday, May 9, 2024
OPTIONAL Pre-Proposal Meeting	Wednesday, May 15, 2024 (10:30am)
Questions/Inquiries submitted	. Prior to or by Wednesday, May 22, 2024
Question Responses posted	Monday, May 27, 2024
Proposals due	Thursday, June 6, 2024 (10am)
Caterer interviews	Week of June 17, 2024
City Council approval of Preferred Catering List	Monday, July 8, 2024

An <u>OPTIONAL</u> Pre-Proposal Meeting for caterers will take place on Wednesday, May 15, 2024 at the Troy Community Center, 3179 Livernois Road, Troy, MI 48083. This pre-proposal meeting will provide caterers an opportunity to walk through the Troy Community Center, view food staging areas and event spaces, and ask questions about the City's goals and the RFP process.

Attendance at this Pre-Proposal Meeting is NOT a requirement for any caterer that will be submitting a proposal.

Any additional written material such as professional records, certifications, etc. that your Company may think important should be attached and submitted to augment the data included in the proposal. All costs incurred in the preparation and presentation of the proposal shall be wholly borne by the prospective bidder.

Sealed Proposals for PREFERRED CATERING SERVICES FOR THE TROY COMMUNITY CENTER will be *electronically* and *physically* accepted by the City of Troy, 500 W. Big Beaver Rd. Troy, MI 48084 until <u>THURSDAY, June 6, 2024</u> at 10:00 AM E.D.T., after which time Proposals will be publicly opened and read in the specified Zoom Meeting listed below.

ELECTRONIC PROPOSALS MUST BE ENTERED INTO BIDNET (MITN) PROCUREMENT SYSTEM ON OR BEFORE 10:00AM THURSDAY, JUNE 6, 2024.

PHYSICAL/HARD COPY PROPOSALS MUST BE SUBMITTED TO THE CLERK'S OFFICE ON OR BEFORE 10:00AM THURSDAY, JUNE 6, 2024. **PROPOSALS MUST BE IN SEALED ENVELOPES LABELED: RFP-COT 24-08 PREFERRED CATERING SERVICES FOR TROY CC

At the specified time and date stated above, all submitted Proposals shall be opened. The names only of Firms submitting a proposal shall be publicly read aloud. All Proposal information received shall be held confidential until after final action by the City of Troy, except as required by law. Any interested parties may attend. No immediate decision shall be rendered.

BID OPENING INFO

Date & Time: June 6, 2024 10:00 AM Eastern Time (US and Canada) Join Zoom Meeting https://us02web.zoom.us/j/88992481214?pwd=bXBSd3Mxa3hmZTlsbmVFL29wMjh2Zz09 Phone Number: +16468769923,,88992481214#,,,,*042356# US (New York) Meeting ID: 889 9248 1214 Passcode: 042356 Find your local number: https://us02web.zoom.us/u/kczd374zqx

Opening of Proposals: At the specified time and date stated above, all submitted Proposals shall be opened. The names only of Firms submitting a proposal will be publicly read aloud. All Proposal information received will be held confidential until after final action by the City of Troy, except as required by law. Any interested parties may attend the Zoom Meeting. No immediate decision will be rendered.

<u>Proprietary Information</u>: The information provided in the RFP is intended solely for internal use by the Proposer in its Proposal preparation. All information contained herein is proprietary and shall not be distributed to any third party, except as required by law.

Submitted proposals will be reviewed by the evaluation team. The evaluation team may request additional information, or may require tasting and presentation of specific menu items. Caterers that have met the minimum requirements outlined in the next section below may be invited to participate in an interview with the evaluation team during the week of June 17, 2024.

Finality of Decision: Any decision made by the City of Troy, including the Firm selection, shall be final.

<u>City of Troy Reservation of Rights</u>: The City of Troy reserves the right in its sole discretion (for this and the other provisions of this RFP) to accept or reject any or all Proposals with or without cause. The City of Troy reserves the right to waive any irregularity or informality in the RFP process, and the right to award the Contract to other than the Proposer submitting the best financial Proposal. The City of Troy reserves the right to negotiate with the Proposers concerning their Proposals.

D. MINIMUM QUALIFICATION REQUIREMENTS

The City is seeking professional, innovative, and enthusiastic caterers who demonstrate an understanding of the unique nature of the Troy Community Center as both a public destination and a private event venue.

The City may, in its sole discretion, contact prospective caterers regarding their submission(s) for clarification. Caterers are responsible for submitting full and complete information and should not rely on the City to ask for additional information to meet/pass any of the evaluation criteria in this RFP.

Caterers must have the following **minimum qualifications** to be considered for further evaluation:

- EXPERIENCE
 - Minimum of five years of continuous experience in the development, management, and operation of a high quality food service business, and be well-established and financially sound, with managerial and staffing resources necessary to maintain a successful operation.
 - o Minimum of three years of experience and licensure to serve alcoholic beverages, if applicable.
 - Minimum of three years of experience providing off-premise food and catering sales and services in the greater Detroit area for social (weddings, bar mitzvahs and other celebratory events) and corporate and business meetings and events.
 - o Types of venues/locations (museums, public attractions, office buildings, etc.) where services have been provided should be identified.

ABILITIES

- Designate a permanent account manager to handle all Troy Community Center referrals and be present at the initial meeting with the client.
- o Demonstrate a range of menu choices for breakfast, lunch, dinner, receptions, buffet, sit down and children's meals.
- Provide menu choices at pricing which appeals to a wide cross-section of customers, as well as an ability to customize menus that work effectively within the constraints of the regulatory conditions.
- Provide hot food service within the constraints of the regulatory conditions (see Catering Opportunities and Challenges).
- o Provide service starting as early as 6am and continuing for all hours of operation.
- o Respond to inquiries in a timely manner.
- Assume liability for all subcontracted vendors such as beverage service, ice cream vendors, coffee carts, wedding cake providers and others.
- Take a proactive approach in promoting their City of Troy relationship in marketing materials such as digital newsletters, websites and social media.
- Partner with the City of Troy on marketing opportunities with organizations such as the Troy Chamber of Commerce, and other entities.
- o Agree to minimum contract requirements specified in Section I, part E.

• LICENSES & QUALIFICATIONS

- Fully licensed (business, health and alcoholic beverage sales/service) in compliance with all applicable City of Troy, State of Michigan, and U.S. Government code requirements and regulations (provide copies of applicable licenses).
 - Advise if company has had any health, safety code, and/or alcoholic beverage license violations in the last three years that has resulted in a hearing and/or license suspension or revocation. Include copies of any relevant documents in this regard.
 - o Ability to serve liquor.
- Provide address of caterer's main brick and mortar kitchen, which should be within (25) miles from the Troy Community Center.
- Provide a PDF of the most recent health permit covering the kitchen.
- Provide coordination of services and rentals to the client (directly or indirectly), regardless of menu and event size. Rentals may include table linens, glassware, silverware, china, etc.
- o If offering alcohol service, Caterer must have a valid MLCC catering license and be in compliance with all MLCC rules and regulations.????

E. <u>MINIMUM CONTRACT REQUIREMENTS</u>

Once selected, caterers will be required to comply with all requirements of the Professional Services Agreement including (but not limited to):

- Caterer must present valid License(s) or permit(s) and pay all applicable state, federal and local taxes.
- Caterer must procure and maintain the following insurance with the City of Troy listed as an additional insured:
 - o Commercial General Liability Insurance of not less than \$1,000,000.00 per occurrence
 - o Liquor Liability with limits of no less than \$1,000,000.00 per occurrence
 - Workers Compensation and Employer's Liability Insurance as required by the State of Michigan with limits of no less than \$1,000,000.00 per accident for bodily injury or disease
 - o Other insurance provisions as detailed in the attached Professional Services Agreement.
 - Caterer must complete and submit a pro forma statement (provided by the City) detailing gross receipts for food, non-alcoholic beverages and alcohol, with final invoices and payment of license fees by the 15th of each month.
 - Caterer shall pay the City a license fee for each private event catered at the Troy Community Center with the following percentages on gross receipts:

o 10% for Food, *only*

• Caterer must conform to professional dress code and appearance.

F. <u>CITY CONTACT</u>

The City has designated Brian Goul as its "City Contact" for this Contract.

Brian Goul, Recreation Director City of Troy Community Center Telephone: 248 524 3529 E-mail: goulb@troymi.gov

Additional Information

For additional information/questions concerning this Request for Proposal, contact Andrew R Chambliss, Buyer, at (248) 619-7609 or <u>Andrew.Chambliss@troymi.gov</u>

Any inquiries or requests regarding this procurement and/or the procurement process should be submitted to the Buyer via email. **Proposers may contact ONLY the Purchasing Department regarding this solicitation.** Other City officers, agents, employees or representatives do not have authority to respond on behalf of the City. Contact with unauthorized City personnel during the selection process may result in disqualification.

CITY'S ONLINE VENDOR PORTAL

The City of Troy officially distributes RFP documents from the Purchasing Department or through the MITN Purchasing Group website (Bidnet Direct). Copies of RFP documents obtained from any other source are not considered official copies. Only those vendors who obtain RFP documents from either the Purchasing Department or the MITN system are guaranteed access to receive addendum information, if such information is issued. If you obtained this document from a source other than the sources indicated, it is recommended that you register on the MITN Purchasing Group site, <u>www.BidnetDirect.com//City-of-Troy-MI</u>, and obtain an official copy.

G. REQUEST FOR PROPOSAL DOCUMENTS

Caterer shall complete and return the following documents:

- Proposal
- RFP Addenda(s), if issued
- **CONTRACT FORMS**: Caterers shall complete and sign the Legal Status of Bidder, Non-Collusion Affidavit, Certification regarding Debarment, the Certification regarding "Iran Linked Business" and the Familial Disclosure Forms and return with your bid proposal.

H. BEST QUALIFIED PERSON OR FIRM

The award, if any, will be made to the best qualified person or firm(s). In evaluating whether a proposer(s) is (are) the best qualified person or firm(s) pursuant to the City of Troy Code, City staff may utilize some or all of the following criteria:

- 1. The credentials and experience of the person or firm;
- 2. The demonstrated competence, ability, capacity and skill of the person or firm to perform the contract or provide the services;
- 3. The capacity of the person or firm to perform the contract or provide the service promptly, within the time specified, and without delay;
- 4. The sufficiency of the person's or firm's financial and other resources;

- 5. The character, integrity, reputation and judgment of the person or firm;
- 6. The ability of the person or firm to provide such future service as may be needed;
- 7. The price which the person or firm proposes to charge, including whether the price is fair, reasonable and competitive; and
- 8. Any other factor which will further the intent set forth in Chapter 13 of the City Charter or Chapter 12 of the Troy City ordinances.

The City shall have absolute discretion in determining the applicability and weight or relative weight of some or all of the criteria listed above and is not required to select the lowest monetary proposer.

II. CONDITIONS GOVERNING THE PROCUREMENT

This procurement will be conducted in accordance with the City of Troy procurement codes and procedures.

1. <u>Receiving Time / Late Proposals</u>

It is the responsibility of proposer to see that their proposal is submitted with sufficient time to be received by the City prior to the proposal closing time.

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PHYSICAL/HARD COPY PROPOSALS MUST BE SUBMITTED TO THE CLERK'S OFFICE ON OR BEFORE 10:00AM THURSDAY, JUNE 6, 2024. **PROPOSALS MUST BE IN SEALED ENVELOPES LABELED: RFP-COT 24-08 PREFERRED CATERING SERVICES FOR TROY CC

Late bid submittals will not be accepted. Bid responses are not accepted via fax or email transmission.

2. Acceptance of Conditions Governing this RFP

Submission of a proposal constitutes acceptance of the Evaluation Factors contained in this RFP.

3. Incurring Cost

Any cost incurred by the proposer in preparation, transmittal, presentation of any proposal or material submitted in response to this RFP shall be borne solely by the proposer.

4. Caterer Responsibility

Any agreement that may result from the RFP shall specify that the Caterer is solely responsible for fulfillment of the agreement with the City.

5. Amended Proposals

A proposer may submit an amended proposal before the deadline for receipt of proposals. Such amended proposals must be complete replacements for a previously submitted proposal and must be clearly identified as such in the transmittal letter. City personnel will not merge, collate, or assemble proposal materials.

6. Proposer's Rights to Withdraw Proposal

Proposers will be allowed to withdraw their proposals at any time prior to the deadline for receipt of proposals. The proposer must submit a written withdrawal request signed by the proposer's duly authorized representative addressed to the City Contact.

7. Best and Final Offer

The City reserves the right to request Best and Final Offers from any or all proposers. This will be the only opportunity to amend or modify proposals based on feedback from the City. Information from competing proposals will not be disclosed to other proposers prior to submission of a Best and Final Offer.

8. Disclosure of Proposal Contents

All proposals are subject to the provisions of the Michigan Freedom of Information Act, MCL 15.231 et seq. and any information submitted with a response is a public record subject to disclosure, unless a specific exemption applies.

9. No Obligation

This RFP in no manner obligates the City to the eventual rental, lease, purchase, etc., of any goods or services offered until a valid written agreement is executed by the City and the selected proposer.

10. Termination

This RFP may be canceled at any time and any and all proposals may be rejected in whole or in part when the City determines such action to be in the best interest of the City of Troy.

11. Sufficient Appropriation

Any agreement awarded for multiple years as a result of this RFP may be terminated if sufficient appropriations or authorizations do not exist. Such termination will be affected by sending written notice to the selected proposer. The City's decision as to whether sufficient appropriations and authorizations are available will be accepted by the selected proposer as final.

12. Errors and Restrictive Specifications

If a proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, the proposer should immediately notify the Purchasing Department Contact designated in Section I, F. Without disclosing the source of the request, the City may issue a written addendum to clarify the ambiguity, or to correct the problem, omission, or other error.

If prior to the submission date, a proposer knows of or should have known of an error in the RFP but fails to notify the Purchasing Department Contact of the error, the proposer shall submit their proposal at his, her or its own risk, and, if awarded an agreement, shall not be entitled to additional compensation or time by reason of error or its later correction.

13. Legal Review

The City requires that all proposers agree to be bound by the General Requirements contained in this RFP.

14. Governing Law

This RFP, and any agreement entered into pursuant to this RFP, are governed by the laws of the State of Michigan.

15. Oral Changes and Basis for Proposal

Proposers may not rely upon oral explanations. All changes and addenda will be issued in writing. Only information supplied by the City in writing through the City's Contact, or in this RFP should be used as the basis for the preparation of proposals.

16. Agreement Terms and Conditions

The agreement between the City and the selected proposer(s) will follow the format specified by the City and contain the terms and conditions set forth in Exhibit A, Professional Services Agreement. However, the City reserves the right to negotiate with a successful proposer the final provisions or provisions in addition to

those contained in this RFP. The contents of this RFP, as revised and/or supplemented, and the successful proposal will be incorporated into and become part of the agreement.

Should a proposer object to any of the City's terms and conditions, as contained in this Section or in Exhibit A, that proposer must propose specific alternative language in his, her, or its proposal. Proposer must provide a brief discussion of the purpose and impact, if any, of each proposed changed followed by the specific proposed alternate wording. The City may or may not accept the alternative language. General references to the proposer's terms and conditions or attempts at complete substitutions are not acceptable to the City and may result in disqualification of the proposer.

17. Proposer's Terms and Conditions

Proposers must submit with the proposal a complete set of any additional terms and conditions that they expect to have included in an agreement negotiated with the City.

18. Proposer Qualifications

The City may make such investigations as necessary to determine the ability of the proposer to adhere to the requirements specified within this RFP.

19. Right to Waive Minor Irregularities

The City reserves the right to waive minor irregularities and the right to waive mandatory requirements, provided that all of the otherwise responsive proposals fail to meet the same mandatory requirements and/or doing so does not otherwise materially affect the procurement. This right is at the sole discretion of the City.

20. Change in Agreement or Representatives

The City reserves the right to require a change in the selected proposer or representatives if the assigned representatives are not, in the opinion of the City, meeting its needs adequately.

22. City of Troy Reservation of Rights:

The City of Troy reserves the right in its sole discretion (for this and the other provisions of this RFP) to accept or reject any or all Proposals with or without cause. The City of Troy reserves the right to waive any irregularity or informality in the RFP process, and the right to award the Contract to other than the Proposer submitting the best financial Proposals. The City of Troy reserves the right to request additional information from any or all Proposers. The City of Troy reserves the right to negotiate with the Proposers concerning their Proposals.

23. Ownership of Proposals

All documents submitted in response to the RFP shall be become the property of the City of Troy and are subject to the provisions of the Michigan Freedom of Information Act, MCL 15.231 et seq.

24. Agreement Award

Proposal(s) will be evaluated by an Evaluation Committee comprised of City staff and may include outside consultants. The Evaluation Committee will make an award recommendation and present it to the Troy City Council. City Council may give approval of the agreement and/or direct staff to negotiate the final terms and execute the agreement.

This agreement shall be awarded to the proposers whose proposals are best qualified, taking into consideration the evaluation factors set forth in the RFP. The most qualified proposals may or may not have received the most points or be the lowest cost proposal. Proposers will be notified when an award recommendation goes to the City Council for approval.

25. Preferred Caterer List – "Refresh"

Vendors who are not qualified under this Solicitation, along with any "new" Vendors that did not submit a proposal by the due date, may attempt to qualify under subsequent open enrollment Solicitations. These open enrollment opportunities will occur on a periodic basis, if requirements indicate a need for additional qualified Vendors.

The City of Troy reserves the right, at its sole discretion, to expand the Preferred Caterer List in any or all categories of service if it is deemed to be in the best interest of the City of Troy.

26 Removal of Vendor from the Preferred Caterer List

Vendors may be removed from the Preferred Caterer List for the following reasons, but not limited to:

- In the circumstance of changing business conditions, the City may request refreshed qualification data for review that may change a Vendor's preferred status.
- In the circumstance of contract termination due to Vendor performance, the Vendor's Preferred Caterer status may change.

III. SUBMISSION FORMAT AND ORGANIZATION

A. <u>NUMBER OF RESPONSES</u>

1. Proposers may submit multiple proposals, if desired. If more than one bid is submitted, a separate bid proposal form must be used for each. Forms are enclosed or obtainable at the Purchasing Department, Troy City Hall or on the MITN Purchasing Group website at www.bidnetdirect.com//city-of-troy-mi.

B. PROPOSAL FORMAT

1. Cover Letter

- a. Caterer Profile
 - o Indicate size of company annual sales, number of clients in Detroit area, number of employees, geographic area of operation, etc.
 - o Indicate percentage of total 2022 & 2023 annual sales attributed to off-premise catering versus onsite food service (operating cafes, restaurants, etc.)
 - o Indicate percentage of 2022 & 2023 off-premise catering attributed to social versus corporate catering
- b. Denote that the caterer has read the RFP, and is in agreement with all the terms and conditions outlined in the RFP document and Agreement (contract)
- c. Acknowledge receipt of any and all amendments to this RFP

2. Minimum Qualifications

Refer to Section I, part D for **Minimum Qualification Requirements** for this RFP. In order for the proposal to be considered, Caterer must address each qualification and if necessary, provide additional information and/or documentation for each item.

Be certain that a response is provided for each qualification, even if the response is "not applicable".

3. Key Personnel

Describe the project team composition and include resumes of key personnel. The City must be promptly notified of any changes in key personnel prior to award.

Identify the name and contact information of:

- a. Owner
- b. Person authorized to contractually obligate the organization
- c. Person to be contacted for clarification

- d. Person responsible for license(s)
- e. Account manager assigned to address Troy Community Center client inquiries and events
- f. Local office and contact

4. Experience and Technical Competence

Describe relevant experience in developing and managing a successful food service operation and knowledge of the industry and how they relate to Community Center events. Highlight off-premise catering experience, the quality of such experience, and demonstrated ability, experience at similar historic and/or cultural institutions, and any prior work with other public agencies. Catering experience must include ability to provide catering menus, pricing and variety to meet the needs of Troy Community Center events.

Describe ability to respond to prospective client inquiries, including response time to initial inquiry, ability and past experience in assembling a highly qualified staff, efficiency and timeliness in completion of events.

This section must also include customer service policies and practices, employee staffing and training plans, and marketing, sales and advertising strategies.

4. Project Understanding and Approach

Describe caterer's understanding of the private event business at the Troy Community Center with its unique opportunities and challenges, and discuss the manner in which caterer would operate in compliance, utilize sustainable best practices, and bring a high-level of value and innovation.

- a. State how caterer would comply with liquor liability license and insurance requirements.
- b. Outline standard format for client proposals and a sample of how caterer might frame regulatory and operating conditions.

5. Cost of Services

Sample proposals and invoices specified below should include cost breakdown and detail of services and items provided. Breakdown should include food, beverages, labor, and applicable rentals and/or disposables.

- a. Supply three specific sample proposals that would be suitable for the Troy Community Center, including cost breakdown. Examples: Large Business Event, Wedding and Family Event
- b. Include three (3) or more photos of food presentation.
- c. Provide sample final invoices for each proposal. Indicate whether caterer will include license fee as a line item or incorporate within overall costs.

6. <u>References</u>

List a minimum of three (3) references for whom comparable services were provided to in the last three (3) years. Include the name of the organization, name of the contact, telephone number of the contact, email address of contact (if available), brief description of the services provided and caterer's role, and the start and completion date. There must be at least one (1) corporate and one (1) social reference.

IV. EVALUATION

A. EVALUATION POINT SUMMARY

All proposals meeting the minimum qualifications will be further evaluated using the criteria and point structure below. Additionally, caterers whose proposals meet the minimum qualifications may be invited to participate in an interview. Evaluations will be based on the weighted criteria listed, which correspond to information requested in various sections of the proposal:

CRITERIA	MAXIMUM POINTS
Minimum Qualifications	25
Experience and Technical Competence	25
Project Understanding and Approach	25
Cost of Services	10
Quality and Completeness of Proposal/Presentation	10
Value Added/Breadth of Service	5
TOTAL POINTS	100

B. EVALUATION FACTORS

Minimum Qualifications: Up to 25 points may be awarded based on the evaluation of caterer's experience, abilities, licenses and qualifications in response to **Minimum Qualifications** section.

Experience and Technical Competence: Up to 25 points may be awarded based on the evaluation of the degree of knowledge, innovation and creativity exhibited in the proposal and described prior experience, including that of key personnel; experience with previous projects of comparable complexity, scale and nature, and quality of responses to **Key Personnel** and **Experience and Technical Competence** sections.

Project Understanding and Approach: Up to 25 points may be awarded based on the caterer's stated ability to operate in compliance with City and Troy Community Center regulations, opportunities and challenges and the quality of responses to **the Project Understanding and Approach** section.

Cost of Services: Up to 10 points may be awarded for the ability to maintain competitive pricing, based on proposals and sample invoices required in **Cost of Services** section.

Quality and Completeness of Proposal and Presentation/Demonstration: Up to 10 points may be awarded based upon overall quality of responses to questions, proposal submission (including menu samples), and presentation/tasting of specific menu items.

Value Added/Breadth of Service: Up to 5 points may be awarded based on previous or current relationship with the caterer (if a current Troy Community Center caterer) and/or caterer's ability to provide insight and information on industry best practices.

C. CATERER SELECTION PROCESS

Selection

The City of Troy has the sole authority to select the Caterers that will be made available on the Preferred Catering List and reserves the right to reject any and all proposals. The City reserves the right to approve all sub-contractors proposed to be retained by the prime Caterer. Upon signing of the agreement, no change in proposed personnel or sub-contractors can be made without the City's review and written authorization.

By submitting a response to this RFP, prospective caterers waive the right to protest after award or seek any legal remedies whatsoever regarding any aspect of this RFP. The City reserves the right to select any number of finalists. In addition, the City reserves the right to issue written notice to all participating caterers of any changes in the proposal submission schedule, should the City determine in its sole and absolute discretion that such changes are necessary. The City reserves the right to request additional information from any proposing caterer. All original work products, including computer files, shall remain the property of the City.

The City reserves the right to retain an expert to evaluate the caterer's work or qualifications at all stages in the selection process. Additionally, any contract entered into will be subject to termination at any stage if in the judgment of the City, such termination is in the best interest of the City. In the event such decision is made, appropriate written notice would be given before any termination.

Any number of caterers whose proposal is the most advantageous to the City, taking to consideration all the evaluation factors, will be recommended for inclusion on the preferred list. Notwithstanding the Evaluation Team's selection, the City reserves the right to award this RFP and the resultant Contract in any manner it deems to be in the best interest of the City and make the selection based on its sole discretion. The City is the sole and exclusive judge of quality and compliance with proposal specifications in any of the matters pertaining to this RFP.

Contract Award and Execution

Selection of a caterer with whom the City enters into contract negotiations with, or a recommendation of an award by the Evaluation Team or any other party, does not constitute an award of Contract.

The RFP document and the successful party's proposal response, as amended by agreement between the City of Troy and the successful party, may become part of the Contract documents. Additionally, the City of Troy may verify the successful party's representations that appear in the proposal. Failure of the successful party to perform as represented may result in elimination of the successful party from further negotiation or in Contract cancellation or termination.

No oral explanation or instruction of any kind or nature whatsoever given before the award of a contract to a Vendor shall be binding. The City of Troy shall not be bound, or in any way obligated, until the City has awarded the Contract and all documents have been executed. The proposing party may not incur any chargeable costs prior to final Contract execution.



Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

A corporation duly organized and doing business under the laws of the State of whom, bearing the office title of signature is affixed to this proposal, is duly authorized to execute contracts.	for , whose
A partnership , all members of which, with addresses, is:	

AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:

_



CITY OF TROY OAKLAND COUNTY, MICHIGAN NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

_____, being duly sworn deposed, says that he/she

(Print Full Name)

. The party making the foregoing proposal or bid,

is ______ (State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

SIGNATURE OF PERSON SUBMITTING BID

NOTARY'S SIGNATURE

Subscribed and sworn to before me this _____ day of _____, 20__ in and for _____ County.

My commission expires:



CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
- 2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- 3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2-Contracts.

[] I am able to certify to the above statements.

Name of Agency/Company/Firm (Please Print)

Name and title of authorized representative (Please Print)

Signature of authorized representative

Date

[] I am unable to certify to the above statements. Attached is my explanation.

G:\Purchasing Forms - Instructions\Certification regarding debarment (2).doc



VENDOR CERTIFICATION THAT IT IS NOT AN "IRAN LINKED BUSINESS"

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

Vendor	
Legal Name	
Street Address	
City	
State, Zip	
Corporate I.D. Number/State	
Taxpayer I.D. #	

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent:

Printed Name of Vendor's Authorized Agent: _____

Witness Signature:

Printed Name of Witness:

G:\BidLanguage_IranLinkedBusiness



Proposer's Sworn and Notarized Familial Disclosure

(to be provided by the Proposer)

The undersigned, the owner or authorized officer of ______ (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of ______

and any member of the City of Troy City Council or

City of Troy Administration.

List any Familial Relationships:

BIDDER:			
Ву:			
Its:			
STATE OF MICHIGAN)		
)ss.		
COUNTY OF)		
This instrument was acknowledged b	pefore me on the	eday of	, 2024, by

EXHIBIT A

CATERING LICENSE AGREEMENT

This CATERING LICENSE AGREEMENT ("Agreement" or "License"), entered into this _____ day of _____, 2024 ("Commencement Date"), by and between the CITY OF TROY, a municipal corporation ("City"), and _____, a Michigan corporation ("Caterer"), is made with reference to the following:

RECITALS

A. City is a municipal corporation duly organized and validly existing under the laws of the State of Michigan with the power to carry on its business as it is now being conducted under the statutes of the State of Michigan and Charter of the City. City is the owner and operator of the Troy Community Center.

B. Caterer is a _____ corporation in good standing in the State of Michigan.

C. The City issued a Request for Proposals for Preferred Caterers for Private Events ("RFP") at the Troy Community Center in the City of Troy ("Community Center"), a copy of which is incorporated by reference. The RFP identifies the conditions required for catering events and the specific areas available at the Community Center for catering.

D. In response to the RFP, the Caterer provided a Proposal dated on or about XXX XXX, 2024 ("Proposal"), a copy of which is incorporated by reference.

E. From the various proposals submitted in response to the RFP, the City has created a List of Preferred Caterers for referral to individuals or entities renting the Troy Community Center for meetings or social functions. Caterer is one of the caterers on the City's List of Preferred Caterers.

F. City and Caterer desire to enter into this Agreement to allow the Caterer to provide catering services at the Troy Community Center, when requested by individuals or entities renting the Troy Community Center, upon the terms and conditions set forth herein. Accordingly, this is not intended to be an exclusive license, but instead, a limited nonexclusive catering license.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

///

AGREEMENT

1. TERM OF AGREEMENT.

1.1. <u>Initial Term</u>. The term of this Agreement shall be for a period of three (3) years commencing from the Commencement Date and terminating at midnight five years thereafter, unless extended pursuant to Section 1.2 or terminated pursuant to Section 16, below.

1.2. <u>Extension Term</u>. City shall have two (2) separate options to extend the term of this Agreement by an additional period of one (1) year each on the same terms and conditions. The City may exercise its option, at its sole and complete discretion, by letter written by the City Manager or designee.

2. GRANT OF LICENSE; AND LICENSE AREA.

2.1. <u>Catering of Permitted Items</u>. City hereby grants to Caterer a limited nonexclusive revocable license to provide catering services as set forth in the Caterer's Proposal and in accordance with this Agreement to cater events to individuals or entities with a Facilities Use Permit issued by the City for the Troy Community Center ("Permittee"). The menu items and services may be modified from time to time by mutual agreement by the Caterer and City. Caterer is designated as one of the City preferred caterers authorized pursuant to this License to cater events to Permittees. All rentals at the Troy Community Center shall be made through the City; however the Permittee can select their own caterer from the List of Preferred Caterers.

2.2. <u>License Area</u>. Caterer's catering activities are limited to those areas of the Troy Community Center rented by Permittee for each catered event ("License Area"). This License includes the Caterer's reasonable right of access to and from the License Area.

3. REQUIREMENTS OF USE.

Caterer shall comply with all of the following requirements for use of the License Area:

3.1. <u>Caterer Contacts</u>. Caterer shall designate (i) a permanent Account Manager to handle all the Troy Community Center referrals and be present at the initial meeting with Permittee; and (ii) a permanent Business Manager to handle the insurance, License Fee, notices and other requirements set forth in this Agreement;

3.2. <u>Full Service Catering</u>. Caterer shall provide, directly or indirectly, full services required by the Permittee, including glassware, silverware, china, and linens;

3.3. <u>Catering Uniforms</u>. Caterer shall conform to a professional dress code and appearance;

3.6. <u>Menus</u>. Caterer shall provide Menus (with prices) for the following food services: continental breakfast, plated or buffet brunch, plated lunch, buffet lunch, plated dinned, buffet dinner, hors d'oeuvres reception and drop-off services;

3.7. <u>Staging</u>. Food staging areas are not available;

3.8. <u>Onsite Cooking</u>. Cooking of food onsite by caterers is not allowed. Caterers are permitted to utilize transit boxes, convection ovens and other heating and warming ovens in the service kitchens in order to complete final preparation of the menu;

3.9. <u>Alcohol Service</u>. Alcohol service must be served indoors by a properly-licensed and bonded Caterer and in accordance with all applicable laws and a valid Caterer's Permit issued by the MLLC. Guests are required to consume alcohol only in the licensed areas rented by Permittee. Caterer is responsible for the cessation of alcohol service one-half hour prior to the end of an event;

3.12. <u>Event Ending</u>. Events must end by Midnight Monday through Friday and Midnight Saturday and Sunday. Caterer(s) are responsible for all rentals arranged through caterer to be off-site by site closure times;

3.13. <u>Furniture Rental</u>. All furniture for event set up is provided by the Troy Community Center; no outside rental of furniture is permitted;

3.14. <u>Rental Restrictions</u>. Examples of items that may <u>Not</u> be brought in as rentals include; smoke machines, heat lamps, fog machines and candles.

3.15. <u>Troy Community Center Guidelines and Policies</u>. Caterer shall comply with all Troy Community Center Guidelines and Policies, as may be amended from time to time by the City in its sole discretion. Any amendments to the Troy Community Center Guidelines or Policies will be provided by the City to the Caterers prior to implementation of said guidelines; and

3.16. <u>Discounts and Donations</u>. Any discount or donations of food and beverage to the Permittee must be in full compliance with the Troy Community Center Policy on Discounts and Donations, and shall require advance written approval from the City in accordance with said policy.

3.17. Although nothing in this Agreement is intended to prohibit Caterer from providing food or beverage service for individuals, businesses and third parties at other venues where Caterer is licensed, Caterer shall not encourage a different venue for patrons for the sole purpose of establishing a client base at the expense of the City of Troy.

4. LICENSE FEE.

4.1. <u>License Fee</u>. For each catered event, Caterer(s) agree to pay the City a license fee in the amount of ten percent (10%) of Gross Sales, as defined herein.

The term "Gross Sales", as used in this License, shall mean and include the entire amount of the actual sales prices for all sales of food and nonalcoholic beverage originating from business conducted by Caterer in, on or from the License Area. No deduction shall be allowed for uncollected or uncollectible credit accounts or for direct or indirect discounts, rebates, credits, or other deductions unless offered on a uniform basis. The term "Gross Sales" shall not, however, include any sums collected and paid out by Caterer for any sales or excise tax imposed by and accounted for by Caterer to any duly constituted governmental authority, and for approved discounts and donations of food and beverage approved in advance by the City in accordance with the Troy Community Center Policy on Discounts and Donations.

4.2. <u>Payment of Gross Sales</u>. Caterer shall prepare and deliver to City a written Statement of Caterer's Gross Sales by the 15th of the month for events catered for the month prior, along with the payment of License Fees, without set off or deduction, and copies of final invoices. Payment shall be made by check or money order payable to the City of Troy, and shall be mailed or delivered to the following address:

Event Services Troy Community Center 3179 Livernois Troy, MI 48083

4.3. Late Fees. Caterer acknowledges that late payments of its monetary obligations to the City will cause the City to incur costs not contemplated by this License and the exact amount of these costs will be extremely difficult to ascertain. If Caterer fails to pay any of its monetary obligations to the City within ten (10) calendar days from the date the payment is due, late charges in the amount of ten percent (10%) of the unpaid amount shall be paid by the Caterer as Additional License Fees. Caterer shall pay this amount for each calendar month in which all or any part of any payment to the City remains delinquent for more than ten (10) calendar days after the due date. The parties agree that late charges represent a fair and reasonable estimate of the costs the City will incur for late payment of any monetary obligations. Acceptance of the late charges by the City shall not constitute a waiver of the Caterer's defaults with respect to the overdue amount or prevents the City from exercising any of its rights and remedies pursuant to this License. Caterer shall pay the late charge as Additional License Fees at the time the next installment of License Fees is paid.

5. RESPONSIBILITY FOR CATERER'S USE OF LICENSE AREA

Caterer accepts the License Area in "AS IS" condition and City shall not be required to make any alterations, improvements or repairs therein or thereon. Caterer hereby waives any and all rights, any expressed or implied warranties concerning the condition of such areas. Caterer shall not make any changes to or remove any portion of such areas without first securing City's written consent. All such approved changes or removals shall be at the sole expense of Caterer. In the event of any damage to the License Area or its contents caused by Caterer or any of its vendors, employees or agents, Caterer agrees to promptly repair all such damage immediately to the City's satisfaction.

6. EMPLOYEES AND MECHANICS' LIENS.

Caterer shall operate the catering activities in such a manner as to prevent the filing of any mechanics' liens, and other liens, and liens for labor, services, supplies, equipment, or material incurred by it, and Caterer will at all times fully pay and discharge and wholly protect, defend and hold harmless City on account of said liens, claims assertions, or filing thereof.

7. TAXES.

The Caterer shall exonerate, indemnify, and hold harmless the City from and against, and shall defend the City from and against, and shall assume full responsibility for, payment of all wages or

salaries and all federal, state, and local taxes or contributions imposed or required under the Unemployment Insurance, Social Security, Income Tax laws, Worker's Compensation laws, or other laws with respect to the Caterer's employees engaged in the performance of Caterer's obligations thereunder. Caterer shall pay any and all taxes upon personal property and improvements belonging to said Caterer and upon its possessory interests, if any, and Caterer shall pay all sales and other taxes levied against the operation of said business.

8. INSURANCE REQUIREMENTS.

Prior to the Commencement Date, Caterer shall procure, maintain and pay for insurance against claims for injuries to persons or damage to property that may arise from or in connection with the catering services by Caterer or his/her/its agents, representatives, employees or subcontractors for the duration of this Agreement. Caterer must obtain insurance that, at a minimum, meets the requirements for insurance set forth in Exhibit A, Insurance Requirements and Verifications, which is attached hereto and incorporated herein by reference.

9. RECORD OF TRANSACTIONS

Caterer shall keep complete records and accounts in accordance with generally accepted accounting principles (GAAP) of all business transacted pursuant to this Agreement. Caterer shall give City access, during reasonable business hours, to such records and accounts. Caterer shall retain all primary sales records as evidence of Gross Sales for each year for at least thirty-six (36) months after the expiration of this License.

The acceptance by City of payments of any license fees due under this Agreement shall be without prejudice to City's right to an examination of Caterer's books and records of its Gross Sales in order to verify the amount of Caterer's Gross Sales. At any reasonable time during normal business hours and at Caterer's principal place of business within two (2) years after receipt of any statement furnished it by Caterer and upon ten (10) days' prior written notice to Caterer, City may cause a special audit to be made of Caterer's business records relating to Gross Sales from said leased License Area for the period covered by such statement. Except as provided in the following paragraph, City shall pay the cost of such audit. The Caterer shall promptly pay any deficiency disclosed by such audit. Any accounting firm selected by City shall perform any such special audit.

If such audit shall disclose an additional liability for License Fee in excess of five percent (5%) of the percentage of the License Fee theretofore computed and paid by Caterer for the period covered by the audit, Caterer shall also pay to City the cost of the audit.

Each Statement of Gross Sales submitted by the Caterer shall become binding upon City two (2) years after delivery thereof to City, unless within such two (2) year period City shall cause a special audit to be commenced.

10. LAWS AND ORDINANCES.

During the term of this License, Caterer shall comply with all applicable federal, state and local laws, ordinances, codes and regulations ("Applicable Laws") that may be amended from time to time. The violation of any Applicable Law shall be deemed a material breach of this License.

11. PERMITS AND LICENSES.

The Caterer shall be required to obtain any and all governmental permits or licenses that may be required from time to time in connection with the services to be performed under this Agreement, including, but not limited to a Catering permit issued by the MLCC if alcohol is to be served. Permits must be submitted within 14 days of expiring permit.

12. PROHIBITION AGAINST TRANSFER.

The parties hereby specifically agree that this License is personal to Caterer and that Caterer is prohibited from assigning all or any of its interests under or pursuant to this License to any other party or parties. Any attempt to do so shall be null and void, and any purported assignee, sub lessee, or transferee shall acquire no right or interest in this License. All required permits, licenses and any agreements related to the Caterer's operation must be in Caterer's name or it will be deemed a purported transfer of this License.

13. WAIVERS.

A waiver by the City of any breach of any term, covenant or condition contained herein shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition contained herein, whether of the same or a different character.

14. HOLD HARMLESS, DEFEND AND INDEMNIFICATION.

Caterer shall indemnify, defend and hold harmless City, its City Council, boards and commissions, officers, agents, employees and volunteers (collectively, the "City") from and against any and all actions, causes of action, obligations, costs, damages, losses, claims, liabilities and demands of any nature whatsoever, including, but not limited to, reasonable attorneys' fees, regardless of the merit or outcome of any such claim or suit, arising from or in any manner connected to: (i) Caterer's use or possession of the License Area: (ii) the exercise of the License by Caterer; (iii) the activities and operations of Caterer, its officers, agents, employees, vendors, guests and invitees; and (iii) furnishing or supplying work, services, materials, equipment or supplies. Caterer further agrees that the City shall not be liable for any loss, damage or injury to Caterer's business or property or for any injury to Caterer's employees, agents, guests or invitees.

15. INDEPENDENT CONTRACTOR.

It is understood and agreed that Caterer, in the performance of this Agreement, will be acting in the wholly independent capacity and not as agents, employees, partners, or joint ventures of the City. This Agreement does not create a tenancy of any nature whatsoever between City and Caterer.

16. DEFAULT AND TERMINATION.

16.1. <u>Events Constituting Material Default</u>. The occurrence of any one or more of the following events shall constitute a material default and breach of this License: (ii) Caterer's failure to abide by any of the terms and conditions of this License; (iii) Caterer's making of any arrangement or assignment of this License for the benefit of creditors; (iv) Caterer's becoming a "debtor" as defined in

11 U.S.C. Section 101; (v) the attachment, execution or other judicial seizure of any of Caterer's interest in this License; (vi) the discovery by City that any financial or other information given by Caterer to City was false or misleading in any respect; (vii) Caterer's failure to comply with the applicable laws, regulations, ordinances, statutes or rules; and (viii) Caterer's failure to obtain and keep all permits and licenses required by law.

16.2. <u>Notice and Opportunity to Cure</u>. In the event of default of any of the provisions of this Agreement, the City may elect to issue one of the following:

i. <u>Notice of Noncompliance</u>. A written notice identifying the noncompliance and setting forth the cure and the time period to effectuate a cure ("Notice of Noncompliance"). The Caterer shall be required to cure within the time period specified in the Notice of Noncompliance or prior to the occurrence of the next catered event, whichever is earlier; or

ii. <u>Notice of Material Default</u>. A written notice of material default with a cure period of three (3) calendar days after receipt of notice.

16.3. <u>City's Remedies for Breach</u>. After notice and opportunity to cure, the City may: (i) terminate this License for cause upon issuance of a Notice of Termination; (ii) maintain this License subject to enforcement of all of the City's rights and remedies under this License; and (iii) pursue any other remedy now or hereafter available to City under the laws and judicial decisions of the State of Michigan. All unpaid License Fees, Additional License Fees or any other monetary obligations of Caterer under the terms of this License shall bear interest from the date due at the maximum rate then allowable by law.

16.4. <u>Termination Without Cause</u>. Either party has the right to terminate this License without cause upon ten (10) days written notice to the other party. In the event City exercises its right to terminate this License, Caterer shall be permitted to fulfill its obligations and honor any catering contracts for the Licensed Area that Caterer entered into prior to receiving such termination notice, and must inform the City or its Administrator of such contracts.

16.5. <u>Obligations Upon Termination</u>. Upon termination of the License, Caterer shall remove Caterer's catering activities and any other personal property from the License Area. In the event Caterer fails to remove its catering activities or other personal property by the date of termination set forth in the written notice, City may take exclusive possession of the License Area by removing the catering activities or personal property and storing the same at the expense of Caterer, without commencing any legal action or obtaining any court order therefore. Caterer shall be obligated to pay for any other monetary obligations Caterer has under the terms of this License with interest at the legal rate.

17. NOTICES.

All notices, demands, requests or approvals to be given under this Agreement, shall be given in writing and shall be deemed served when sent by email and either (i) delivered personally, or (ii) seventy-two (72) hours after the deposit thereof in the United States mail, postage prepaid, addressed as hereinafter provided.

All notices, demands, requests or approvals from the Caterer to City shall be addressed to: Brian Goul, Recreation Director Troy Community Center 3179 Livernois Troy, Michigan 48083 Email: GoulB@troymi.gov Telephone Number: (248) 524-3529

All notices, demands, requests or approvals from the City to Caterer shall be addressed to: Caterer Contact Company Name Address Address

It is the responsibility of the Caterer to maintain updated and current contact information.

18. RIGHTS LIMITED TO REVOCABLE LICENSE.

Notwithstanding anything contained in this License or the actions of the parties in the future, under no circumstances shall the License granted herein ripen into either a lease or easement (whether under claim of prescriptive right or otherwise).

19. INTERRUPTION OF LICENSE RIGHTS DUE TO EMERGENCY.

In the event of an emergency that jeopardizes the health, safety or welfare of the public or any individual, City may remove Caterer from the License Area and regain possession of it without notice to Caterer. The exercise of City's rights under this Section shall be at City's sole and absolute discretion.

20. RELATIONSHIP OF PARTIES.

The relationship between City and Caterer is solely that of City and Caterer. Both parties acknowledge the relationship is not of landlord and tenant, easement grantor and easement grantee, or any other relationship.

21. MERGER OF NEGOTIATIONS.

This License represents the full and complete understanding of every kind and nature whatsoever between the parties hereto and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof, and this License shall not be modified except upon the written agreement of both City and Caterer.

22. NONDISCRIMINATION.

Caterer agrees not to discriminate against any individual because of race, color, religion, national origin, ancestry, sex, sexual orientation, age, weight, disability, or condition of having AIDS, in connection with the License granted herein.

23. COST OF LITIGATION.

Should either party hereto institute any action or proceeding to enforce any provision hereof or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing party shall be entitled to receive from the losing party all costs and expenses and such amount as is adjudged to be reasonable attorney's fees for the costs incurred by the prevailing party in such action or proceeding.

24. CAPTIONS OF CONVENIENCE.

The captions herein are for convenience only and are not a part of this Agreement and do not in any way limit, define or amplify the terms and provisions hereof.

25. COUNTERPARTS.

This Agreement may be executed in several counterparts, each of which original and all of which together constitute but one and the same document.

26. MERGER OF NEGOTIATIONS.

This Agreement represents the full and complete understanding between the parties hereto and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof.

27. GOVERNING LAWS.

The validity of this Agreement and any of its terms or provisions, as well as the rights and duties hereunder, shall be interpreted and construed pursuant to the law of the State of Michigan.

28. ALCOHOL SERVICE.

If Caterer desires to offer alcohol service, then Caterer shall designate and use an already existing Michigan Liquor Control Commission liquor license held in Caterer's name and/or which can be used for catering services at the Troy Community Center. It is the responsibility of Caterer to apply to or obtain any required permission or licenses for whatever liquor license it will use for catering at the Troy Community Center. The Caterer shall keep the license in good standing under Caterer's name during the term of the Agreement. The Caterer shall pay all up-front costs for the application and/or liquor license required by the MLCC. Violations of the State of Michigan liquor laws will be considered as a violation of the Agreement and may result in a termination of the Agreement at City's discretion. Employees serving alcoholic beverages shall do so in compliance with the State of Michigan liquor laws and guidelines as set forth by the MLCC. Serving violations by an employee will be just cause for the termination of the Agreement at City's discretion, and the Caterer shall be deemed responsible if such conduct occurs. The Caterer shall in no way jeopardize the liquor license obtained for use at the Troy Community Center. Caterer agrees to be responsible for all sanctions and/or penalties assessed for violations of the MLCC Administrative Rules and Regulations and/or federal, state, or local laws concerning the sale/serving of alcohol at the Troy Community Center. Caterer or its agents or employees shall not sell or permit intoxicating liquors to be consumed by minors.

29. SERVSAFE CERTIFICATION.

Caterer shall possess a SERV safe certification and keep it current.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed the day and year first above written.

CITY OF TROY a municipal corporation

M. Aileen Dickson City Clerk

By: _____ Ethan Baker Mayor

APPROVED AS TO FORM:

Lori Grigg Bluhm City Attorney

CATERER:

ATTEST:

By: ______ Its: _____

EXHIBIT B

INSURANCE REQUIREMENTS

Caterer shall procure, maintain and pay for the duration of the Agreement insurance against claims for injuries to person or damages to property that may arise from or in connection with the performance of services by the Caterer, its agents, representatives, employees or subcontractors.

- A. <u>Minimum Scope and Limits of Insurance</u>. Coverage shall be at least as broad as:
 - (1) <u>Commercial General Liability (CGL)</u>. Insurance Services Office Form CG 00 01 covering GCL on an "occurrence" basis, including products-completed operations and personal & advertising injury, with limits of no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
 - (2) Liquor Liability. Insurance with limits of no less than \$1,000,000 per occurrence, if applicable.
 - (3) <u>Workers' Compensation and Employer's Liability.</u> Workers' Compensation insurance as required by the State of Michigan and Employer's Liability Insurance with limits of no less than \$1,000,000 per accident for bodily injury or disease.

If the Caterer maintains higher limits than the minimums shown above, the City of Troy requires and shall be entitled to coverage for the higher limits maintained by the Caterer.

- B. <u>Other Insurance Provisions</u>. The insurance policies are to contain, or be endorsed to contain, the following provisions:
 - (1) <u>Additional Insured Status (CGL policy)</u>. The City of Troy, its officers, officials, employees and volunteers are to be covered as additional insured on the GCL policy with respect to liability arising out of work or operations performed by or on behalf of Caterer including materials, parts or equipment furnished in connection with such work or operations. The additional insured status can be provided in the form of an endorsement at least as broad as Insurance Services Office Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.
 - (2) <u>Primary Coverage (all policies)</u>. For any claims related to this Agreement, the Caterer's insurance shall be primary as respects the City of Troy, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City of Troy, its officers, officials, employees or volunteers shall be in excess of the Caterer's insurance and shall not contribute with it.
 - (3) <u>Notice of Cancellation (all policies)</u>. Each insurance policy required herein shall state that coverage shall not be cancelled, except after 30 days prior written notice (10 days for non-payment) has been given to the City of Troy.
 - (4) <u>Waiver of Subrogation (all policies)</u>. Caterer hereby grants to the City of Troy a waiver of any right of subrogation which any insurer of said Caterer may acquire against the City of Troy by virtue of payment of any loss. Caterer agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City of Troy has received the a waiver of subrogation endorsement from the insurer.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City of Troy for all work performed by the Caterer, its employees, agents and subcontractors.

- C. <u>Deductibles and Self-Insured Retentions.</u> Any deductibles or self-insured retentions must be declared to and approved by the City of Troy. The City of Troy may require the Caterer to reduce or eliminate the deductible or retention applicable to the contracted work or provide satisfactory proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- D. <u>Acceptability of Insurers.</u> Insurance is to be placed with insurers with a current A.M. Best rating of no less than A:VII, unless otherwise acceptable to the City of Troy.
- E. <u>Verification of Coverage</u>. Caterer shall furnish the City of Troy with original certificates and amendatory endorsements or copies of the applicable policy language providing the insurance coverage required herein. All certificates and endorsements are to be received and approved by the City of Troy before work commences. However, failure to obtain required documents prior to the work beginning shall not waive the Caterer's obligation to provide them. The City of Troy reserves the right to require complete, certified copies of all required insurance policies, including the endorsements required herein, at any time.
- F. <u>Failure to Maintain Insurance Coverage</u>. If Caterer, for any reason, fails to maintain insurance coverage which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. The City of Troy, at its sole option, may terminate this Agreement and obtain damages from the Caterer resulting from said breach. Alternatively, City of Troy may purchase such coverage (but has no special obligation to do so), and without further notice to the Caterer, the City may deduct from sums due to the Caterer any premium costs advanced by the City for such insurance.
- G. <u>Subcontractors.</u> Licensee shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein.
- H. <u>Special Risk or Circumstances</u>. The City of Troy reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



STATEMENT OF NO BID CITY OF TROY

BID NUMBER:ITB-COT 24-08TITLE:PREFERRED CATERING SERVICES FOR TROY COMMUNITY CENTER

Please Send or Fax To:

City of Troy Purchasing Department 500 W. Big Beaver Rd. Troy, MI 48084

FAX NUMBER: (248) 619-7608

We, the undersigned, have declined to bid on the subject bid for the following reasons:

Check All	REASON
That Apply	
	Our company does not handle the type of product / service
We cannot meet the specifications nor provide an approved alternate – ple	
	explain below
	Our company is not interested in bidding at this time
	Job is too small
Job is too large	
Cannot be competitive	
	Liability Issues such as insurance, bonding, indemnification, hold harmless
	Insufficient time to respond – please explain below
	Our company's schedule would not permit performance of the specifications
	Other – describe below
	Remove our company's name from this commodity code (Please note that NIGP Commodity Code numbers used by the City of Troy are general classes of items and may result in deletion from a list for another relevant

REMARKS:

COMPANY INFORMATION:

COMPANY NAME:	
SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE:	
TITLE:	
COMPANY: ADDRESS:	

IMPORTANT NOTE: To qualify as a respondent to the bid, the vendor must submit a bid or return this completed form.

VENDOR REGISTRATION: The City of Troy uses the MITN Purchasing Group website for vendor registration, bid and tabulation posting, award information and other processes. Final bid results will be posted on the MITN website after award. Please register to see results - <u>www.bidnetdirect.com//city-of-troy-mi</u>.



Kurrys group of restaurants has over 6 years experience in the food service business, running Indian Restaurants in Farmington Hills and Troy. We started our Farmington Hills location in March 2018 with a passion to provide the best quality food for an affordable price. Upon customer demand we started serving all over Detroit Metro and as far west as East Lansing. Due to the exceptional feedback from our Troy customers, we opened our second location in the City of Troy after the Pandemic. We have consistently maintained successful operations, ensuring the highest standards of service and customer satisfaction.

Kurrys at Troy is located right in the center of Troy at 3303 Rochester Rd and is just 1.4 miles from Troy Community Center. We have about 15 Full Time and Part Time employees. We run a very lean and efficient team without any middle management. As owners of Kurrys, Srinivas Vemuri and Sudhakar Pamidimukkala primarily run Troy and Farmington Hills locations. Srinivas Vemuri has been a resident of Troy for the past 15 years and is an outstanding citizen.

Kurrys at Troy annual sales -

2022 - 1.13M 2023 - 1.19M

Roughly 30% of our revenue comes from Off-Premise Caterings. Approximately 20% of our Catering revenue comes from Corporate Events, the remaining 80% being Social and Private Events.

- a. Owner Srinivas Vemuri srivems@gmail.com 313-433-5250
- b. Person authorized to contractually obligate the organization Srinivas Vemuri
- c. Person to be contacted for clarification Sudhakar Pamidimukkala
- d. Person responsible for license(s) Sudhakar Pamidimukkala
- e. Account manager assigned to address Troy Community Center client inquiries and events Srinivas Vemuri
- f. Local office and contact 3303 Rochester Rd, Troy, MI 48083

Apart from our Dining and To Go operations at both locations, we catered to hundreds of off-site locations to crowds as large as 1300 people for private and public occasions like Weddings, Corporate Events, Office/Hospital Lunches, Holiday Celebrations, Dance Recitals, Cultural Events, Social Gatherings, Association and other celebratory events.

A few venues that we catered multiple times at but not limited to -

- City Halls Novi, Wixom, Rochester Hills, Ford Community & Performing Arts Center in Dearborn
- Major Hotel Chains Westin in Southfield, Marriott in Auburn Hills
- Banquet halls San Marino Club in Troy, St. Lucy Church in Troy, The Palazzo Grande in Shelby, Burton Manor in Livonia, Farmington Manor, St. Toma Church in Farmington Hills, The Meridian in Farmington Hills
- Public/Private Schools Athens High, Lake Orion High, Rochester High, Clawson High, Eagle Creek Academy
- Offices/Hospitals Magna Electronics, Ally Financial, SMR Automotive, General Motors, Ford Motor Company, Ascension St. John Hospital

We have a wide range of choices including Vegan, Vegetarian, Chicken, Goat, Lamb and Seafood items. Our pricing starts at a reasonable \$12 per head for over 100 guests and we cater round the clock starting from Breakfasts, Brunches, Lunches, High Teas, Cocktail Hours, Dinners and Late Night Snacks.

We have a dedicated Banquet facility in Farmington Hills but do not have one in Troy. We are looking forward to partnering with Troy Community Center and promoting it as our primary Banquet facility. We had multiple customers request Kurrys to cater for their events at the Troy Community Center and some opted for different venues since Kurrys was not on the City's Preferred Caterers List.

Please find attached documents that we believe will help City of Troy make a decision to add us to the Preferred Caterers List -

Articles of Incorporation - Troy and Farmington Food Service Licenses - Troy and Farmington Latest Health Inspection Report Food Safety Manager Certifications Catering Menu Pricing & Choice of Items Sample Catering Invoices Sample Reviews and Testimonials from our Catering Customers Sample Photographs at our Catering Events Some Awards received from Charitable and Social Organizations I attest to the fact that we have read the RFP in its entirety and that I am in agreement with all the terms and conditions outlined in the RFP document and Catering License Agreement.

Signature :

Full Name :SRINIVAS VEMURITitle :OWNEREmail :srivems@gmail.comContact No :313-433-5250

SAMPLE REFERENCES -

Corporate -

Magna Electronics Julia Ibrahim julia.ibrahim@magna.com 586-480-9345

Provided Catering Services to Magna Electronics on multiple occasions at their facilities in Troy, Auburn Hills and Rochester Hills. Sample Invoice attached.

Social -

Maharashtra Mandal of Detroit Prashant Javkar (MMD 2024 President) prashant.javkar@mmdet.org 734-325-3872

Provided Full Service Catering to 800 guests at MMD Cultural Event in Lake Orion High School

Private Party -

Purush 248-703-8921

Provided Full Service Catering to 250 guests for Mr. Purush's daughter's wedding at San Marino Club

MORE REFERENCES FURNISHED UPON REQUEST



CITY OF TROY REQUEST FOR PROPOSAL

RFP-COT 24-08

PREFERRED CATERING SERVICES FOR TROY COMMUNITY CENTER

City of Troy Troy Community Center 3179 Livernois Road Troy, MI 48084



Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

A corporation duly organized and doing business under the laws of the State of <u>MICHIGAN</u> for whom <u>SRINIVAS VEMURI</u>, bearing the office title of <u>OWNER</u>, whose signature is affixed to this proposal, is duly authorized to execute contracts.

A partnership, all members of which, with addresses, is: AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:



CITY OF TROY OAKLAND COUNTY, MICHIGAN NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

SRINIVAS VEMURL, being duly sworn deposed, says that he/she (Print Full Name)

is OWNER (State Official Capacity in Firm)

The party making the foregoing proposal or bid,

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

SIG **RE OF PERSON SUBMITTING BID**

NOTARY'S SIGNATURE

Subscribed and sworn to before me this County.

ne, 20 2/in and for Odlan day of ___

My commission expires:

06/05/2024

A RICA NOTARY PUBLIC - STATE OF MICHIGAN COUNTY OF OAKLAND My Commission Expires 10-Dec-2028 Acting in the County of OOLC



CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
- 2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- 3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2-Contracts.

[] I am able to certify to the above statements.

GOLCONDA FOODS LLC DBA KURRYS AT TROY Name of Agency/Company/Firm (Please Print)

SRINIVAS VEMUR | Name and tile of authorized representative (Please Print)

06 05 2024

Signature of authorized representative

[] I am unable to certify to the above statements. Attached is my explanation.

G:\Purchasing Forms - Instructions\Certification regarding debarment (2).doc



VENDOR CERTIFICATION THAT IT IS NOT AN "IRAN LINKED BUSINESS"

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

Vendor	
Legal Name	GOLCONIDA FOODS LLE DBA KURRYS ATTROY
Street Address	3303 ROCHESTER RD
City	TROY
State, Zip	MI 48083
Corporate I.D. Number/State	802632956 / MICHIGAN
Taxpayer I.D. #	86-2787324

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent:
Printed Name of Vendor's Authorized Agent: SRINIVAS VEMURI
Witness Signature: P. Au
Printed Name of Witness:

G:\BidLanguage_IranLinkedBusiness



Proposer's Sworn and Notarized Familial Disclosure (to be provided by the Proposer)

The undersigned, the owner or authorized officer of $\underline{blol(andgloods LLC}$ (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of $\underline{blolow} DAF ODS LLC$

_____ and any member of the City of Troy City Council or

City of Troy Administration.

List any Familial Relationships:

BIDDER:

BY: <u>SRINIVASVEMURI</u> Its: OWNER

STATE OF MICHIGAN

)ss.

)

COUNTY OF Olaklan

This instrument was acknowledged before me on the 05 day of 4, 2024, by

- Rico- ARA

A RICA NOTARY PUBLIC - STATE OF MICHIGAN COUNTY OF OAKLAND My Commission Expires 10-Dec-2028 Acting in the County of OALLAND



Form Revision Date 02/201

ARTICLES OF ORGANIZATION For use by DOMESTIC LIMITED LIABILITY COMPANY

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

Article I

The name of the limited liability company is:

GOLCONDA FOODS, LLC

Article II

Unless the articles of organization otherwise provide, all limited liability companies formed pursuant to 1993 PA 23 have the purpose of engaging in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan. You may provide a more specific purpose:

FULL	-SERVICE	RESTAL	IRANT
IULL	JERVICE	ILD IA	JIVANI

Article III

The duration of the limited liability company if other than perpetual is:

PERPETUAL

State:

Article IV

Zip Code: 48083

The street address of the registered office of the limited liability company and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

 Agent Name: 	SUDHAKAR PAMIDIMUKKALA

MI

2. Street Address:	3303 ROCHESTER ROAD
Apt/Suite/Other:	
City:	TROY

3 Registered Office Mailing Address:

Registered office Hulling	///////////////////////////////////////		
P.O. Box or Street Address:	3303 ROCHESTER ROAD		
Apt/Suite/Other:			
City:	TROY		
State:	MI .	Zip Code: 48083	

Signed this 23rd Day of March, 2021 by the organizer(s):

Signature	Title	Title if "Other" was selected
SUDHAKAR PAMIDIMUKKALA	Organizer	
SRINIVAS VEMURI	Organizer	
HEMANAGU KONERU	Organizer	
		1

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

GOLCONDA FOODS, LLC

ID Number: 802632956

received by electronic transmission on March 23, 2021 , is hereby endorsed.

Filed on March 23, 2021 , by the Administrator.

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 23rd day of March, 2021.

Linda C

Linda Clegg, Director Corporations, Securities & Commercial Licensing Bureau



Form Revision Date 02/201

ARTICLES OF ORGANIZATION For use by DOMESTIC LIMITED LIABILITY COMPANY

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

Article I

The name of the limited liability company is:

AMARAVATI FOODS, LLC

Article II

Unless the articles of organization otherwise provide, all limited liability companies formed pursuant to 1993 PA 23 have the purpose of engaging in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan. You may provide a more specific purpose:

Full service Restaurant

Article	TTT
ALLICIC	***

The duration of the limited liability company if other than perpetual is:

PERPETUAL

Article IV

The street address of the registered office of the limited liability company and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

- 1. Agent Name:
 SUDHAKAR PAMIDIMUKKALA

 2. Street Address:
 24361 HALSTED ROAD

 Apt/Suite/Other:
 FARMINGTON HILLS

 City:
 FARMINGTON HILLS

 State:
 MI

 Zip Code: 48335

 3. Registered Office Mailing Address:

 P.O. Box or Street

 Address:

 24361 HALSTED ROAD
 - Apt/Suite/Other:City:FARMINGTON HILLSState:MI

Signed this 14th Day of March, 2018 by the organizer(s):

Signature	Title	Title if "Other" was selected
SUDHAKAR PAMIDIMUKKALA	Organizer	
RAVI KIRAN DOPPALAPUDI	Organizer	
SRINIVAS VEMURI	Organizer	
NAGA SATISH KANCHERLA	Organizer	

Zip Code: 48335

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION

for

AMARAVATI FOODS, LLC

ID Number: 802173500

received by electronic transmission on March 14, 2018 , is hereby endorsed.

Filed on March 14, 2018 , by the Administrator.

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 14th day of March, 2018.

queia V

Julia Dale, Director Corporations, Securities & Commercial Licensing Bureau

Expires: 04/30/2025

Issued To: GOLCONDA FOODS LLC 3303 ROCHESTER RD TROY MI 48083-5454

GOLCONDA FOODS LLC

3303 ROCHESTER RD

TROY MI 48083-5454

Responsible Party and Address:

State of Michigan Department of Agriculture & Rural Development Food and Dairy Division

SFE-3963-253202

FOOD SERVICE - FIXED ESTABLISHMENT

Display for Public View



Dr. Tim Boring Director

Issued by the Michigan Department of Agriculture and Rural Development to operate a Food Service Establishment in accordance with provisions of Act 92, P.A. of 2000, as amended.

This license is not transferrable

Failure to post in a conspicuous place is a misdemeanor. (See Section 4119)

Notify the Local Health Department before a change of ownership. (See Section 4123) Direct Inquiries to the Oakland County Health Division

Expires: 04/30/2025

Issued To: AMARAVATI FOODS LLC 24361 HALSTED RD FARMINGTON HILLS MI 48335-1609

Responsible Party and Address:

AMARAVATI FOODS LLC 24361 HALSTED RD FARMINGTON HILLS MI 48335-1609

State of Michigan

Department of Agriculture & **Rural Development** Food and Dairy Division



FOOD SERVICE - FIXED ESTABLISHMENT

Display for Public View



Dr. Tim Boring Director

This license is not transferrable Failure to post in a conspicuous place is a misdemeanor. (See Section 4119)

Issued by the Michigan Department of Agriculture and Rural Development to operate a Food Service Establishment in

accordance with provisions of Act 92, P.A. of 2000, as amended.

Notify the Local Health Department before a change of ownership. (See Section 4123) Direct Inquiries to the Oakland County Health Division



OAKLAND COUNTY EXECUTIVE DAVID COULTER

Leigh-Anne Stafford, Health Officer (248) 858-1280 | health@oakgov.com

FOOD SERVICE ESTABLISHMENT INSPECTION REPORT

Establishment Name:	GOLCONDA FOODS LLC	Establishment ID:	441469
Establishment Address:	3303 ROCHESTER RD	Establishment Type:	FIXED ESTABLISHMENT
City, State, Zip:	TROY MI 48083	License Number:	SFE3963253202
Establishment Phone:	(248)524-1944	Owner Name:	SUKHAKAR PAMIDIMUKKALA
Establishment Fax:	(248)438-8438	CVT:	276

INSPECTION INFORMATION:

Inspection Date:	02/16/2024	NSDI:	08/16/2024
Follow-up Date:		Inspection Type:	Routine
Consumer Advisory Required:	No	Consumer Advisory Correct:	N/A
Consumer Advisory Handout Provided:	No		
Priority and Priority Foundation Violations Cited:	Yes	All Priority and Priority Foundation Violations Corrected:	Yes
Repeat Violations Cited:	No		
All Priority and Priority Foundation Violations Not Corrected:			
Inspection ID:	485573	Allergen Awareness Posted:	Yes
License Limitations:	No	Water:	Municipal
Variance:	No	Sewage:	Municipal
License Posted:	Yes	Seating Capacity:	50
Anti-Choking Techniques Posted:	No	Non-Smoking Area:	Yes

Based on this inspection, the following items marked are violations of the Michigan Food Law. Violations cited in this report shall be corrected within the time frames specified, but within a period not to exceed 10 calendar days for priority and priority foundation items (8-405.11) or 90 days for core items (8-406.11). Failure to comply with this notice may result in action against your food service license. You have the right to appeal any violations listed.

Take our client satisfaction survey at www.oakgov.com/healthsurvey.

Received By: SUKHAKAR (Person in Charge) Inspected By: Dawn Ransdell Public Health Sanitarian Date: 02/16/2024

Page 1 of 2

North Oakland Health Center | 1200 N. Telegraph Road 34E | Pontiac, MI 48341-0432 | (248) 858-1280 | oakgov.com/health South Oakland Health Center | 27725 Greenfield Road | Southfield, MI 48076-3663 | (248) 424-7000 | oakgov.com/health

OAKLAND COUNTY HEALTH DIVISION

FOOD SERVICE ESTABLISHMENT INSPECTION REPORT

Establishment Name:	GOLCONDA FOODS LLC	Establishment ID:	441469
Establishment Address:	3303 ROCHESTER RD	Establishment Type:	FIXED ESTABLISHMENT
City, State, Zip:	TROY MI 48083	License Number:	SFE3963253202
Establishment Phone:	(248)524-1944	Owner Name:	SUKHAKAR PAMIDIMUKKALA
Establishment Fax:	(248)438-8438	CVT:	276

CERTIFIED MANAGER INFORMATION:

Manager Name	Certificate Number	Certificate Type	Issue Date	Exp. Date	Verified	Allergen
SUMANTH CHOWDARY-PINNAKA	19c068-jf31f5e	State Food Safety	08/07/2023	08/07/2028	Yes	No
SAMANTHA DARAM	1caaj7-jijf0e0	State Food Safety	02/02/2024	02/02/2029	Yes	No
A certified foodservice manager is a requirement of the Oakland County Sanitary Code, Article IV.						

CURRENT OBSERVATIONS:

Source	Violation Nur	mber Violation Type	Correct By Date	Corrected	Repeat
Food Code	4-101.11	Priority	02/16/2024	Yes	No
Observations "Thank You" have used for food context, and neckaging					

Observation: "Thank You" bags used for food contact and packaging.

Code Requirements: Materials that are used in the construction of utensils and food-contact surfaces of equipment may not allow the migration of deleterious substances or impart colors, odors, or tastes to food and under normal use conditions shall be: P

(A) Safe; P

(B) Durable, corrosion-resistant, and nonabsorbent;

(C) Sufficient in weight and thickness to withstand repeated warewashing;

(D) Finished to have a smooth, easily cleanable surface; and

(E) Resistant to pitting, chipping, crazing, scratching, scoring, distortion, and decomposition.

Method of Correction: Cannot use Thank you" bags as containers for food. Must use food grade.

Correction Detail: Food was removed and placed in food grade bags.

Food Code	7-102.11	Priority Foundation 02/16/2024	Yes	No
01		1 . 1 0 11 11 1		

Observation: Unlabeled chemical spray bottle found in dish area.

Code Requirements: Working containers used for storing poisonous or toxic materials such as cleaners and sanitizers taken from bulk supplies shall be clearly and individually identified with the common name of the material. Pf

Method of Correction: Label all working chemical containers with common name of chemical.

Correction Detail: Spray bottle was labeled.

COMMENTS:

For more information regarding vaccines or to make an appointment visit oakgov.com/health. Nurse on call is available at 800-848-5533 Monday through Friday 8:30 a.m. - 5 p.m. Inspection conducted by Dawn Ransdell. Call 248-343-5404 or email ransdelld@oakgov.com with any questions.

Received By: SUKHAKAR (Person in Charge)

Date: 02/16/2024

Page 2 of 2



ID 1020





INVOICE

DATE	4/14/2024
QUOTE #	M101
CUSTOMER ID	MMD01



() () /kurrysattroy www.kurrysattroy.com

CUSTOMER
Ash Naik 248-703-9482
Deepa Band 248-550-1163
Deepa Ingale 313-207-8872

DESCRIPTION				TAXED		AMOUNT
Lunch Catering for 800 Peop	le on 04/14/2024 @ \$10 p	per head			\$	8,000.00
Chapathi						
Methi Chaman						
Aloo Jeera						
Masale Bhat						
Jalebi						
Mattha						
Cutlery, Delivery, Setup & Service including 5 Resources for 800 guests @ \$2.5 per head			.5 per head		\$	2,000.00
				Subtotal	\$	10,000.00
OTHER COMMENTS				Tax rate		0.000%
Sales Tax is Exempt for Non Profit Organizations				Tax due		-
				Other		-
				TOTAL	\$	10,000.00
				Make all Ch		
				Kurry	s At 7	Ггоу

If you have any questions about this quote, please contact Kurrys at Troy Management at kurrysattroy@gmail.com **Thank You For Your Business!**



INVOICE

DATE	9/15/2019
INVOICE #	106
CUSTOMER ID	HTT

CUSTOMER HINDU TEMPLE OF TOLEDO Address: 4336 King Rd, Sylvania, OH 43560 Phone: (419) 843-4440

DESCRIPTION	TAXED	A	MOUNT
Catering for 375 People @ \$7 per head		\$	2,625.00
Delivery Charge		\$	150.00
	Subtotal	\$	2,775.00
	Taxable	\$	-
OTHER COMMENTS	Tax rate		6.000%
	Tax due		-
	 Other		-
	TOTAL	\$	2,775.00
	11-L		
	Make all ch		
	Amara	avati	roods

If you have any questions about this quote, please contact Kurrys Management at info@kurrys.com *Thank You For Your Business!*



INVOICE

DATE	4/21/2018
INVOICE #	101
CUSTOMER ID	DTA
DUE DATE	4/27/2018

BILL TO

Detroit Telugu Association 26233 Taft Rd Novi, MI 48374 <u>reply2nm@gmail.com</u>

DESCRIPTION	TAXED	1	AMOUNT
Ugadi 2018 Celebrations Vegeratian Food Catering for 600 people @ \$7 per head		\$	4,200.00
Bottled Water for 600 people		\$	108.00
	Subtotal	\$	4,308.00
	Taxable		-
OTHER COMMENTS	Tax rate		6.000%
1. Total payment due in 7 days	Tax due		-
2. Please include the invoice number on your check	Other		-
	TOTAL	\$	4,308.00
			payable to
	Amar	avati	Foods

If you have any questions about this invoice, please contact Ravi Doppalapudi ravi.netcool@gmail.com 571-606-9919 *Thank You For Your Business!*



				-
IN	V	\bigcirc	C	

DATE	2/1/2023
INVOICE #	103
CUSTOMER ID	MTS



() () /kurrysattroy www.kurrysattroy.com

CUSTOMER	
Tamil Sangam Michigan	
Sterling Hts, MI, United States	
Non-Profit Tax ID : 38-2391677	

DESCRIPTION	TAXED	AMOUNT
Catering for 1150 People @ \$12.75 per head		\$ 14,662.50
\$14,662.50 Check payable to KURRYS AT TROY		
Serving by Kurrys Crew for 1150 people @ \$1.50 per head		\$ 1,725.00
\$1,725.00 Cash payable to KURRYS AT TROY		
Banana Leaves 1050 count @ \$1.90		\$ 1,995.00
Extra 100 Banaana Leaves with Shipping @ \$3.00		\$ 300.00
\$2,295.00 Check payable to RADHA RENGANATHAN		
	Subtotal	\$ 18,682.50
	Taxable	\$ -
OTHER COMMENTS	Tax rate	0.000%
	Tax due	-
	Other	-
	TOTAL	\$ 18,682.50

If you have any questions about this quote, please contact Kurrys at Troy Management at kurrysattroy@gmail.com **Thank You For Your Business!**

INVOICE

DATE	1/29/2024
INVOICE #	M104
CUSTOMER ID	Magna



() (kurrysattroy www.kurrysattroy.com

CUSTOMER	
Magna Electronics	
ATTN. Julia Ibrahim	
2730 Research Dr	
Rochester Hills, MI 48309	

DESCRIPTION	A MAR A DEPARTMENT OF A STREET AND A DEPARTMENT	TAXED	AMOUNT
Lunch Catering for 1	140 People on 01/31/2024		
2 Trays	Gobi Manchurian		\$ 220.00
1.5 Trays	Chicken Manchurian		\$ 195.00
1 Tray	Kadai Paneer		\$ 120.00
1.5 Trays	Malai Kofta		\$ 180.00
1.25 Trays	Butter Chicken		\$ 150.00
0.75 Tray	Lamb Korma		\$ 135.00
50 Nos	Butter Naan		\$ 100.00
50 Nos	Tandoori Roti		\$ 125.00
1 Tray	Veg Biryani		\$ 100.00
1 Tray	Paneer Biryani		\$ 115.00
1 Tray	Boneless Chicken Biryani		\$ 125.00
0.75 Tray	Goat Dum Biryani		\$ 120.00
140 Nos	Gulab Jamun		\$ 140.00
70 Nos	Rasmalai		\$ 70.00
180 Nos	Soft Drink (Coke, Diet Coke & Sprite)		\$ 180.00
Servingware, Plates	, Bowls, Napkins & Cutlery		\$ 100.00
Delivery			\$ 60.00
		Cubtotol	¢ 2.225.00
		Subtotal	\$ 2,235.00
		Taxable	\$ 2,235.00
THED COMMENT		Tay rate	6 0009

OTHER COMMENTS

	>	60.00
Subtotal	- c	2,235.00
Taxable	S	2,235.00
Tax rate	Ť	6.000%
Tax due		134.10
Other		-
TOTAL	\$	2,369.10

Make all ACH payments to Kurrys At Troy

If you have any questions about this quote, please contact Kurrys at Troy Management at kurrysattroy@gmail.com *Thank You For Your Business!*

		CALERING	CALERING PAUNAGES - KUKKYS	- NUKRIJ		
PICK 1 ITEM FROM			VEG ONLY PACKAGES			
EACH LINE ITEM BELOW	20 GUESTS	30 GUESTS	40 GUESTS	50 - 100 GUESTS	ABOVE 100 GUESTS	
1 APPETIZR-VEG 2 APPETIZR-VEG 3 BIRYANI OR INDO CHINESE - VEG 4 BIRYANI OR INDO CHINESE - VEG 5 CURN- VEG				\$13 PER HEAD	\$12 PER HEAD	~
6 CURRY - VEG 7 NAAN 8 SAMBAR/PASAM 9 PLAIN RICE 3 MONINE	\$270	\$400	\$550	\$1 FOR EACH EXTRA <u>ITEM</u>	\$1 FOR EACH EXTRA <u>ITEM</u>	KURRYS INDIAN CUISINE
			EXTRA CHARGE FOR PANEER ITEMS			A
PICK 1 ITEM FROM			VEG AND NON VEG PACKAGES	S		1
EACH LINE ITEM BELOW	20 GUESTS	30 GUESTS	40 GUESTS	50 - 100 GUESTS	ABOVE 100 GUESTS	
1 APPETIZER - VEG 2 APPETIZER - NON VEG 3 BIRYANI OR INDO CHINESE - VEG 4 BIRYANI OR INDO CHINESE - VON VEG 4 BIRYANI OR INDO CHINESE - VON VEG 5 CURRY - VEG				\$15 PER HEAD	\$14 PER HEAD	
	\$300	\$450	\$600	\$1 FOR EACH EXTRA ITEM	\$1 FOR EACH EXTRA ITEM	
10 YOGURT RICE 11 DESSERT						KURKYS
		EXTRA CHARGE FOR PA	EXTRA CHARGE FOR PANEER, BONELESS CHICKEN, GOAT/LAMB AND SEAFOOD ITEMS	MB AND SEAFOOD ITEMS		INDIAN CUISINE

APPEIIZER - VEG	APPETIZER - NON VEG	CURRY - VEG	CURRY - NON VEG	BIRYANI / INDO CHINESE - VEG	BIRVANI / INDO CHINESE - NON VEG	NAAN
Samosa	Egg Bonda	Dal Tadka	Egg Masala	Coconut Rice	Eoo Birvani	Plain Nam
Samosa Chat	Guntur Chicken Fry - Bone In - DRY	Tomato Dal	Chicken Kurry	Jeera Rice	End Vilananada Cancur Dir	Distant Manual
Onion Samosa	Guntur Chicken Fry - Bone In - WET	Mando Dal	Chicken Chattingd	Lamon Dian	other of a standard of the	Butter Naan
Corn Samosa	Kodi Venudu(Dev - Sukka)	Generates Part			Chicken bum Biryani	Garlic Naan
Dalora - Vas		ind and inde	Pepper unicken curry	Tamarind Rice	Kurrys Chkn Fry Plece Biryani	Tandoori Roti
	kayaraseema kodi Vepudu	Chana Masala	Kodi Vepudu(Semi Gravy)	Sambar Rice	Labbipet Leg Joint Biryani	Bullet Naan
Pakora - Union	Chettingd Chicken Varuval	Aloo Gobi	Andhra Chicken Curry	Curry Leaf Rice	Chicken Vijayawada Gangur Biryani - BONE IN	
Pakora - Spinach	South Indian Chilli Chicken - BONE IN	Bhindi Masala	Nilgiri Chicken Curry	Mint Pulav	Niloiri Chicken Rievani (Recerci)	DESSEBT
Kaju Spinach Pakora	Tandoori Chicken	Bhindi Kaju Fry	EXTRA CHARGE FOR ITEMS BELOW	Badara Rice	Gondura Chickon Biruani	Culab francis
Mirchi Bajji - Andhra Style	Gongura Tandoori Chicken	Tindora Peanut Fry	Butter Chicken	Dum Dice	Ultimother Chicken Branch	Culab Jamun
Cut Mirchi - Andhra Style	Tangdi Tandoori Chicken	Porival(Beetmot/Carrot/Mix Veci/Cabhade)	Chicken Tikka Masala	Musica Inner Preside Pier-	Viewachard Critcken Biryani	Kasmalai
Aloo Bonda	EXTRA CHARGE FOR ITEMS RFI.DW	Reinen Masela	Chicken Fixed Install	Nuska - Jeera Samba Kice		AVAILABILITY VARIES FOR ITEMS BELOW
Plantain Raill	Chicken 65 Audion		CHICKEN KOTHA	Veg Biryani	EXTRA CHARGE FOR ITEMS BELOW	Shahi Tukda
Van Manchurin		Guththi Vankaya	Chicken Methi	Gongura Veg Biryani	Special Chicken Biryani	Double Ka Meetha
vey manchattan	Chicken oo hyderabad	Veg Chettinad	Chicken Vindaloo	Avakaya Veg Biryani	Boneless Chicken Biryani	Gajar Ka Halwa
GODI Manchurian	South Indian Chilli Chicken	Nilgiri Veg Curry	Kadai Chicken	Chana Masala Biryani	Chicken Vijayawada Gangur Biryani - BONELESS	Fruit Custard
	Chilli Chicken	EXTRA CHARGE FOR ITEMS BELOW	Gongura Chicken	Veg Fried Rice	Mudhlai Chicken Birvani	Mousse/Mango/Strawherry/Chocolate)
S Karappodi Gobi	Pepper Chicken Appetizer	Navratan Korma	Avakaya Chicken	Veg Schezwan Fried Rice	Amaravati Chicken Birvani	Kenari/Rava/Manno/Pineannie)
	Chicken 555	Paneer Saag	Chicken Kurry - BONELESS	Ved Hakka Noodlee	Chah Jahasi Chickan Bissani	fooddamaa andaraa maanaa maanaa
	Chennai Chicken Pakora	Malai Kofta	Chicken Chettinad - BONELESS	Ved Schezwan Noodles	Ganatin Banalase Chicken Binned	Moong Ual Halwa
Water Chestnut Manchurian	Chicken Manchurian	Paneer Tikka Masafa	Penner Chicken Curry - BONET RCC			Serinya Micer
Water Chestnut Pepper Fry	Spicy Chicken	Danser Ritter Massla Makhani	Woll Manuful Cami County - Bours and		Avakaya Boneress Chicken Biryani	Rice Kheer(Phimi)
	Chicken Malestic	Mutter Panaer	Author Minter Commindary - BUNELESS	AVAILABILIT VANIES FOR BELOW ITEMS	Ulavacharu Boneless Chicken Biryani	Payasam(Semiya/Sabudana/Aval)
LL EVTPA CUADCE EVE ITEME BELOW			MINING CHICKEN CUTY - BUNELESS	Kaju Gari Yeg Pulav		Sweet Pongal
	curry Loar Chicken	Kadai Paneer	Nilgiri Chicken Curry - BONELESS	Guthi Vankaya Pulav	EXTRA CHARGE FOR ITEMS BELOW	Mango Rasmalai
	Notimeera kodi	Methi Chaman	EXTRA CHARGE FOR ITEMS BELOW	Mirchi Pulav	Goat Dum Biryani	
	Monagadu Chicken	Nilgiri Paneer Curry	Goat Kurry	Jack Fruit Biryani	Gongura Goat Biryani	
	Mughlai Chicken Appetizer	Paneer Chettinad	Gongura Goat		Goat Fry Biryani	
	Ginger Chicken		Mirapakaya Mamsam	EXTRA CHARGE FOR ITEMS BELOW	Hyderabad Lamb Biryani(Boneless)	
	Duvvada Dragon Chicken		Andhra Goat Curry	Ulavacharu Veq Birvani	Vilavawadaa Gancur Lamb Rirvani(Ronoless)	
E Punugulu	Mirchi Kodi		Nilgiri Goat Curry	Paneer Birvani	Snecial Goat Rivani	
C Sambar Vada	Karappodi Chicken		Lamb Kurry	Vilavawada Gandur Paneer Birvani	Minisi Goat Biruani/Bacara)	
Dahi Vada	Chicken 999		Lamb Korma	Myami Paneer Biruani	Illinishan Cast Discusi	T
	Chicken Lollipop-Dry		Lamb Vindaloo	Labbloot Paneer Birvani	Diavactient over biryan	
	Chicken Lollipop - Wet		Lamb Chettinad	Muchial Danage Riversi	EVEDA CUADOF FOD ITELIO BEL OUI	
	Kodi Vepudu(Dry - Sukka) - BONELESS		Lamb Saan	Militi Danaar Dissan(Pasasa)	CATHA CHANGE FOR TIEMS BELOW	
	Kothu Parotta - Equ		Kadai I amh	Comment Denner Different		
	Kothu Parotta - Chickon		Milald Lamb Comm.		Strump rty biryani	
	EXTRA CHARGE EDD ITEMS BEI OW			Ulavacharu Paneer Biryani	Shrimp Vijayawada Gangur Bir	
	Anollo Fish		EXTRA CHARGE FOR ILEMS BELOW			
	Hudsenhad Sich		FISH KUTY	AVAILABILITY VARIES FOR ITEMS BELOW		
	International Train		Shrimp Kurry	Raju Garl Paneer Pulav		
	Tawa Fish			Gongura Paneer Pulav		
	Shrimp 65					
	Shrimp Chilli					
	Tawa Shrimp Sukka					
	EXTRA CHARGE FOR ITEMS BELOW					
	Lamh Sukka					
	Cost Cubbs - Done in					「「「「「「「「「」」」」



★★★★★ 8 months ago

Delivery | Other | \$100+

Kurry's did catering for our son's wedding. It was for over 600 people. They handled it very easily and exceeded our expectations. From the initial meeting to the execution they were very professional. Highly recommend them for any size events; small dine in, small carry out, and bigger catering all are handled with extreme care and above and beyond our expectations! Go Kurry's!



Anil B

Local Guide · 187 reviews · 29 photos

★★★★★ 2 years ago

We ordered the food for a party of 100 people and it was simply superb... Even though many Indian restaurants in Troy there is no consistency in the taste and quality of the food.. But our experience with Troy Kurrys is always great, we have been ordering takeout quite often and every time food tastes great. Especially Biriyanis taste very good. Thanks Kurrys team A big thank you 🙏 to everyone at Kurry's andi.... My friend son's grad party was super successful by serving the amazing food... Receiving amazing feedback for almost each and every item served like Basundi, Chennai Chicken Biryani, Veg Pulav, Methi Chaman, Butter chicken, Gongura Goat curry etc... We couldn't have done this kind of grad party without your support of proving awesome food. From bottom of our hearts, heartfelt thanks for everything you all do for me going above and beyond for my catering orders. Special thanks to Srinu Garu for always being there to accommodate my requests heartfelt thanks to front desk girls also for always being courteous...

Mahesh 8913 KurrysAtTroyCust · Jul 15, 2023

Purush KurrysAtTroyCust, Sridevi KurrysAtTroyCust Group message

Great. Thanks

Purush KurrysAtTroyCust • Oct 21, 2023

Dear Kurry folks. Everybody loved the food and offered great compliments 🍯 🍯



We are very thankful for the food and service. Please let me know when you are free Monday so I can come by and pay the bill. Thanks again. A

Purush KurrysAtTroyCust · Oct 22, 2023

Hi Purush Sir and Sridevi Ma'am - We are very happy to hear such feedback from the guests and glad to keep up the expectations.

Thank you for giving us this opportunity to cater the Wedding Reception. We look forward to work with you again!

If you do not mind, shall we meet on Tuesday evening please.



Oct 22, 2023









Official Bid Rec'd: 6 16 124 City @ <u>9:40</u> m/pm

RFP-COT 24-08 PREFERRED CATERING SERVICES FOR TROY CC

Preferred Catering Services for Troy Community

Center

RFP-COT 24-08t



Prepared By:



Proposal Contents

3	CATERER PROFILE
0	
4-5	MINIMUM QUALIFICATIONS
6	WHO WE ARE
7	AUD MICCIAN
7	OUR MISSION
8	OUR TEAM
U	
9	OWNER- CASS PRZYBYLSKI
10 11	
10-11	RESUME
12-16	EXPERIENCE AND TECHNICAL COMPTENCE
12 10	
17	PROJECT UNDERSTANDING AND APPROACH
10 54	
18-54	SAMPLE PROPOSALS AND INVOICES
55	
55	COST OF SERVICES- SAMPLE PHOTOS
56-59	REFERENCES
60-65	SIGNED CONTRACT FORMS



Cass Catering Profile

SIZE OF COMPANY

Annual Sales: 2 million in revenue.

Annual Number of Clients in the Detroit Area: Approximately 150

Number of Clients: 150+

Number of Employees: 6 full time and 15 part time and 15 on call

Geographic Area of Operation: Anywhere between Traverse City and Toledo

Off-Premises Catering Breakdown (1.5 million)

- 50% corporate
- 50% Social

RFP Acknowledgement

Cass Catering has read and agree with the terms and conditions outlined in the RFP. We acknowledge and receipt all amendments to the RFP



Minimum Qualifications

EXPERIENCE

Relevant Experience in managing a successful food service operations

 Cass Catering is a successful catering company delighting customers for over 5 years. Chef Cass has over 22 years of catering and hospitality experience and serviced the Troy Community Center for 10 of those years.

Minimum of three years of experience and licensure to service alcoholic beverages.

 The owner of Cass Catering has managed the service of alcoholic beverages for 27 years and followed all MLCC guidelines. Cass Catering carries liquor liability insurance. All Cass Catering bartenders are TIPS certified as required by our insurance carrier.

Minimum of three years of experience providing off-premises food and catering

 Cass Catering has successfully catered hundreds of off-premises social events including, but not limited to weddings, baby showers, bridal showers, bar mitzvahs, birthdays, various corporate events, Quinceanera, picnics, private dinner parties, and graduation parties. Cass Catering has catering private corporate events including, but not limited to, product launches, Holiday events, Grand Openings, Company anniversary parties, lunch and learns, corporate retreats, networking events.

Tyes of Venues

 Museums, Factories, Community centers, Private residences, Sports arenas, Stadiums, schools, and hospitals.

ABILITIES

Designated Account Manager

• Cass Catering will allocate resources to ensure that Troy Community Center has a dedicated resource for all planning needs.

Demonstrate a range of menu choices

• Cass Catering will provide innovative menus for all types of events. Please see our website-Casscatering.com for all menu options

Provide menu choices with various price points as well as provide customized menus.

 Cass Catering currently has a wide range of offerings that fit within all budgets. Custom menus can be provided if requested.

Provide hot food service within the constraints of the regulatory conditions

Cass Catering understands there is no cooking onsite and is fully prepared to deliver hot quality food.
 Cass Catering complies with the Catering opportunities and challenges

Provide service starting as early as 6am

• Cass Catering operates 24-7 for all catering needs



Minimum Qualifications

ABILITIES

Respond to inquiries in a timely matter

• Cass Catering prides themselves on returning all emails and phone calls within 24 hours.

Assume liability for all subcontractors.

• Cass Catering complies with this request

Take a proactive approach in promoting their City of Troy relationship in marketing materials

• Cass Catering has a strong social media presence and will proactively promote the City of Troy

Partner with the City of Troy on marketing opportunities with organizations such as the Troy Chamber of Commerce.

• Cass Catering will review and participate in marketing opportunities where they see fit

Agree to minimum contract requirements specified in Section I, part E

• Cass Catering complies with the Minimum Contract Requirements if selected.

LICENSES & QUALIFICATIONS

Fully licensed

- Cass Catering is fully licensed by Macomb County Health Department and insured
- Cass Catering has not had any health, safety code, and/or alcoholic beverage license violations in the last 3 years that has resulted in a hearing.

Address

• Cass Catering is located at - 370 North Gratiot Ave, Clinton Township MI.

Health Permit

• See attached health permit

Coordinate of services of rentals

 We include all appropriate high-grade disposables, buffet linens for food and beverage service ordered, chafing dishes with fuel if applicable, serving utensils, and buffet attendant(s) to maintain your food and beverage setups. Cass Catering owns and rents its own inventory of table linens, table wear, glass wear, silverware, and concession equipment to rent to potential clients.

Valid MLCC catering license

• Cass Catering will be in compliance with all MLCC regulations



Who We are

Taste. Quality. Dependability.

We are thankful for every opportunity to provide great memories for our customers. Above all, we value the dining experience itself. The uniquely human privilege of breaking bread and enjoying oneself with friends and colleagues.





Bur Mission

To continue serving as a trusted food service and catering partner enhancing the culinary experience with unmatched professionalism and dedication





Our Jeam









CASS PRZYBYLSKI

- Chef/Owner
- 27 Years of experience
- 10 year's experience working at the Troy Community Center

JESSICA MINCH

- Food and Beverage Director
- 6 Years of experience
- Menu planning
- Recipe implementation
- Quality control

ALEX DOUMA

- Operations Manager
- 9 Years of experience
- Logistics
- Fleet management
- Equipment inventory and maintenance

TAYLOR ZUELCH

- HR/Administrative Support
- Employee orientation
- Training
- Employee certifications
- Accounting/payroll



Cass Przybylski



CASS PRZYBYLSKI

Cass has 27 years of Catering, event management, contract

food service management and marketing.

Cass is both ServeSafe and Allergens certified

Phone: 248-789-7250 | Email: Cass@CassCatering.com





CASS PRZYBYLSKI

248.789.7250 • cass@casscatering.com • linkedin.com/in/cassprzybylski

Highly Experienced Lead Catering Chef and Event Manager

Dedicated chef with 27 years of experience executing all food and beverage aspects of off premise catered events, banquets, event venues, country clubs, and corporate contract food and beverage.

Unique qualifications as an event manager and sales associate working directly with dients for all their event coordination needs.

The hybrid nature of my experiences over the past 27 years makes me a valuable asset to any organization seeking a qualified chef and/or event manager.

Menu Planning and Creation	 Strategic Menu Development 	Fostering Key Customer Relationship
High Volume Production	 Catering Fleet Management 	 Face to Face Client Interaction
Culinary Vision	 BOH Delivery Schedules 	 Pastry Experience
Cost Controls	 Production Sheets 	 Garde Manger Experience
Scheduling	 Purchasing-Food and Beverage 	 Enhanced Knife Skills
ent Manager and Sales Summ		
nt Manager and Sales Sumn	nary of Qualifications	Coordinate with Marketing
nt Manager and Sales Summ	nary of Qualifications • Event Design Creation	Coordinate with Marketing Load In/Load Out Scheduling
nt Manager and Sales Sumn	nary of Qualifications • Event Design Creation	in the terminal state
nt Manager and Sales Summ Rental Coordination Create Event Timelines	nary of Qualifications Event Design Creation Creative Theme Creation	 Load In/Load Out Scheduling

Professional Experience

Owner / Operator

Cass Catering LLC

Manage day to day operations of Cass Catering. Drive new company initiatives.

- Direct the Cass Catering Sales team
- Manage current portfolio of preferred and exclusive venues
- Oversight of catering and off premise event management
- Develop and implement Standard operations procedures
- Develop and manage food and labor cost
- Develop and manage various social media platforms •

V.P. Of Catering Sales and Operations

Kosch Dining Solutions- Rochester, MI

Oversight of \$3.5 million in revenue consisting of banquet centers, event venues, preferred venues, and freelance off premise catered events.



November 2019-Present

January 2013-September 2019

- Direct supervisor to a sales team consisting of 3 people
- Direct supervisor to multiple onsite banquet and event venue managers
- Direct supervisor to the Executive Chef and off premise catering team
- Build and maintain key partnerships with various vendors and varying levels of clientele
- Staff training
- Directly responsible for menu creation by location •
- Profit & Loss statement oversight by location
- Review weekly operating reports by location

Catering Sales and Account Manager

Kosch Dining Solutions- Rochester MI

Catering sales and event management with a focus on off premise events that included client communication, event operations, marketing, social media management, menu design, and new sales staff training.

- Direct contact for initial customer inquiry through completion of contracted event
- Proposal creation consisting of all food, beverage, and event managed services
- BEO creation
- Site visits to determine and coordinate event logistics
- Day of event oversight to ensure all details are executed as sold
- Specialty rental and entertainment coordination
- Host weekly all team meetings with catering team to review all BEO details

Catering Operations Lead Chef

Kosch Dining Solutions- Rochester, MI

Hands on execution of all areas of catering operations.

- Oversight of high-volume production kitchen
- Management, Development, and Training of 25+ culinary employees with varying skill sets
- Managed all purchasing and receiving inclusive of beverage and alcohol
- Prepared weekly production sheets
- Job costing to confirm profit margin
- Face-to-face interaction in with high end clientele
- Coordinated deliveries with an emphasis of being on time as scheduled
- Managed a fleet of 9 vehicles which included routine maintenance and repairs
- Coordinate activities with other internal departments and participate in management team/BEO meetings

Wedding Cake Designer & Consultant

Designer Cake Services- Oakland Twp., MI

- Meet with bridal clientele to discuss design specifications and customer expectations
- Average 25 customized, tiered wedding cakes annually
- Bake, frost and build varying designs of wedding cakes
- Manage delivery and onsite construction of cakes throughout Southeastern Michigan

Education and Certifications

Associates of Arts Degree in Culinary Arts Macomb Community College -2000-2002

Certified Professional Food Manager CPFM ServSafe Allergens Michigan Certification TIPS Certification Chauffer License



April 1999- Present

December 2010- January 2013

December 1997- November 2010

Experience & Jechnical Competence

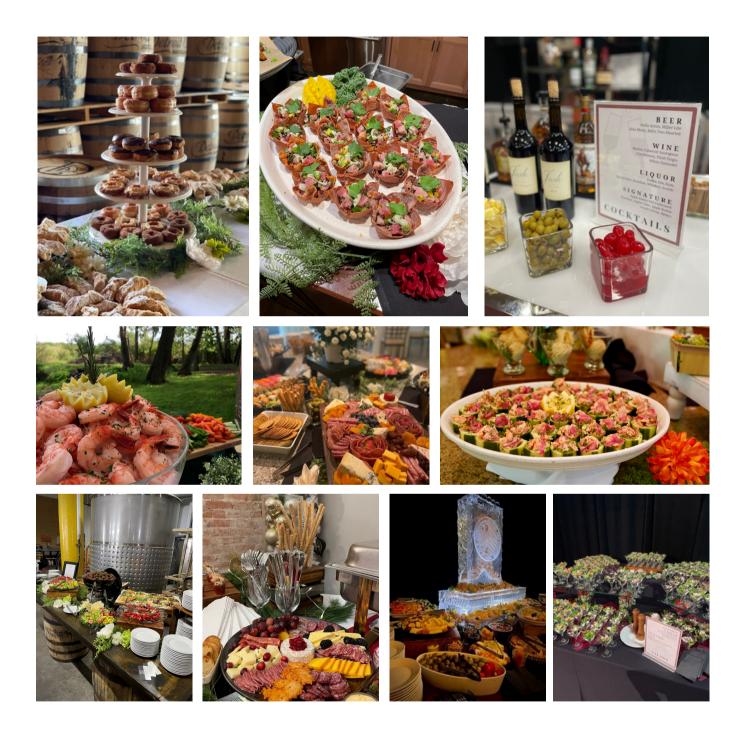
This is a small sampling of some of the locations we have serviced. Our team has catered thousands of events all throughout Michigan.

Oakland Schools Waterford University of Detroit Jesuit High School, Detroit Walsh College, Troy Butler College, Indianapolis (IN) Leader Dogs for the Blind, Rochester Rochester Community House, Rochester Van Hoosen Farm & Museum. Rochester Huron-Clinton Metroparks Lake St. Clair Metropark Thomas Walsh Activity Center, Harrison Township Indian Springs Metropark Environmental Discovery Center, White Lake Stony Creek Metropark Sunset Terrace Banquet Tent, Shelby Township Park Pavilions KUKA Automation, Sterling Heights Velocity Center, Sterling Heights Paint Creek Country Club, Lake Orion **Troy Community Center, Troy** St. Nicholas Church, Troy Lear Corporation, Southfield Blossom Heath Inn. St. Clair Shores Belle Isle Casino. Detroit Detroit Historical Museum. Detroit Dossin Great Lakes Museum. Detroit The Whiskey Factory, Detroit State Savings Bank, Detroit Chateau on the River. Trenton The Venues at Goldner Walsh. Pontiac Packard Proving Grounds, Shelby Township The Holly Vault, Holly Venue One- Eleven, Holly The Holly Cafe, Holly Automotive Hall of Fame. Dearborn The Charles H. Wright Museum of African American History Dvnatrace, Detroit Detroit Free Press, Detroit



Experience & Jechnical Competence

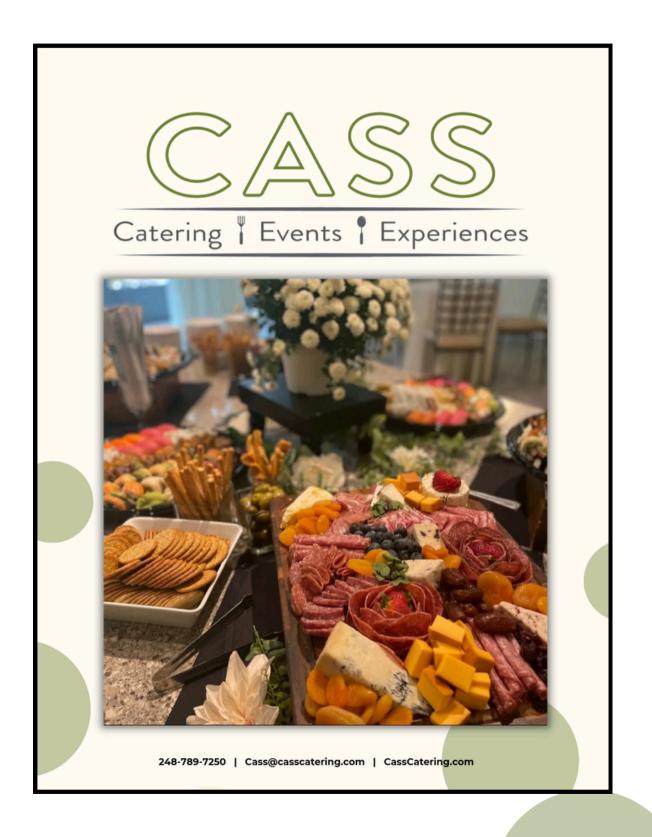
Please enjoy the sampling of photos from previously catered events





Experience & Jechnical Competence

Catering Menu- Copy of the full catering menus can be found at CassCatering.com





Catering FAQ's

ARE THERE TIME LIMITS FOR MY CATERING SERVICE?

Yes. All services include a 2 hour service window. Additional accommodations can be made with advanced notice.

WHEN DO I NEED TO FINALIZE MY ORDER

All orders must be finalized no later than 10 days prior to the service date.

WHAT IS YOUR CANCELLATION POLICY

Any cancellations once a deposit has been paid will result in a forfeiture of 100% of all payments paid.

WHAT IS INCLUDED WITH MY CATERING?

All appropriate high grade disposables, buffet linens for food and beverage service ordered, chafing dishes with fuel if applicable, serving utensils, and buffet attendant(s) to maintain your food and beverage setups.

CAN WE RENT REAL PLATES, FLATWARE AND ADDITIONAL LINENS?

YES! Cass Catering owns and rents its own inventory of table linens, table wear, glass wear, silverware, and concession equipment to rent to potential clients

ARE THERE ANY ADDITIONAL SERVICE FEES?

All serviced caterings will incur a 25% service fee. The service fee includes delivery, set up, breakdown, and staff wages. The service fee will be waived for all drop off catering orders.



Experience & Jechnical Competence

Staffing and Training Plans

Our responsibility is to provide continual training and oversight to our team members with a focus on unlocking their potential. Good leadership will inspire others to achieve great things.

Our employees will go through a comprehensive onboarding process that will involve a sit-down with the onsite manager and/or an owner of the company to directly discuss the following requirements:

- Uniform
- Name Tag
- Recipe Consistency
- Expectations of high standards of cleanliness, courtesy, and customer service
- Employee handbook review

We will provide continuing education opportunities in the form of Serve-Safe certifications and allergens certifications for all full-time employees.



Marketing and Advertising Strategies

Cass Catering has a social media following and will promote and recommend Troy Community Center on all platforms.





Project Understanding

Understanding of the Private event business at the Troy Community Center

Cass Przybylski- owner has 10 years' experience in catering events at the Troy Community Center and is familiar with the unique opportunities and challenges.

Cass Catering will follow MLCC compliance when it comes to the service of liquor and carries a liquor liability insurance policy.

Client Proposals

When Cass Catering creates a proposal for a potential client, it will always include a detailed description and itemized breakdown of the services provided along with a full summary of costs based on an estimated guest count.

Cass Catering is unique in at that we create an event order from the very first contact we have with a client that becomes their working file from beginning to end. All details communicated from the initial contact get worked into this file as decision are made. It includes any agreements they need to sign off on as well as include detailed payment/deposit history. Once an event order has all of its details finalized by their due dates, it transitions to becoming a finalized invoice and any remaining open balances are paid from the payment details contained in that finalized invoice. Keeping proposals as separate documents from billing/payment history only create confusion and billing errors. It also leads to mistakes when executing finalized catering orders.



Cost of Services

~ 0	ASS Events † Experiences	Remit Payment To: Cass Catering LLC. P.O. Box 342 Lakeville MI 48366	INVOICE # ISM062724
	An each contra		
DATE OF FUNCTION		CUSTOMER ADDRESS:	
OCCASION	ISM Hospitality @ RMC	205 North Michigan Ave Ste 840	
CUENT CONTACT	Matt Kolarczyk	Chicago IL 60601	
CUENT CONTACT PH	IONE:		
CUENT CONTACT C	ELL: (312) 724-5543	DELIVERY ADDRESS:	
A/P CONTACT:		TBD	
ARRIVAL TIME EST:	TBD		
SERVICETIME	See each service	FAX	
GUEST COUNT:	See each service	EML: mkolarczyk@sportsmanagement.net	
EVENT COORDINATE	DR:		
Amount		DESCRIPTION	TOTAL
	Thur	nday, June 27, 2024	\$8,410.00
		day, June 28, 2024	\$12,216.00
		rday, June 29, 2024	\$5,347.00
		nday, June 30, 2024	\$5,317.95
	4 Do	zy Beverage Service Rental Service	\$3,770.00
 		Staffing Service	\$3,700.00 \$8,230.00
		Fuel Charge	\$0.00
		Fuel Chorge	\$0.00
		Rental cost Food & Beverage	\$3,700.00 \$35,060.95
		Taxable Subtotal	\$38,760.95
		Service Charge	\$8,765.24
		Sales Tax	\$2,325.66
		Staffing	\$8,230.00
		Event Total	\$58,081.84
Final headcount & r	menus due no later than 12:00pm on this date:	<pre> 6/13/2024</pre>	
Payment Type Che	eck 25968	3 1st Payment 4/1	0/24 \$24,589.54
Credit Card	Credit Card Billin		\$0.00
Expiration:		Total Due	\$24,589.54
Approval Code		Balance Due	\$33,492.30
Payment Type Che	eck 26001	Final Payment 6/	3/24 \$33,492.30
Credit Card	Credit Card Billin		\$0.00
Expiration:		Total Due	\$33,492.30



Cost of Services

					MD62724
MOUNT	DESCRIPTION			TOTAL	
105	Chef Attended Omelet Station (7am-11am)	\$	11.00		\$1,155.0
	Eggs, egg beaters, and egg whites				
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms	+			
	Cheddar and feta cheese				
	Cheesy hash brown potatoes				
		+			
	Package Add Ons:				
105	Butternilk pancake bar-strawberry topping, whipped cream, butter, and syrup	\$	2.00	\$	210.
105	Crispy bacon, turkey sausage links	\$	3.00	\$	315.
105	Cinnamon coffee cake	\$	1.00	\$	105.
105	Mix and Match BBQ Double Trouble (12pm-3pm)	\$	23.00	\$	2,415.
	Marinated chicken breasts	—			
	Grilled NY strips	+			
	Roasted baby potatoes with fresh herbs/Grilled citrus asparagus	—			
	Cheese tortellini pasta salad/Tossed caesar salad	—		<u> </u>	
	Herb garlic toast	+		-	
105	Dessert	\$	4.00	\$	420.
100	Summer dessert cubes	+	4.00	*	44.07
	Strawberry shortcake, peach cabbler, and chocolate mousse	+			
	and the second and the second se	+			
	*Afternoon Reception (4pm-7pm)				
1	Custom CNC logo'd ice shrimp cocktail dispenser	\$	1,200.00		\$1,200
5	Colossal shrimp cocktail, local horseradish vodka cocktail sauce (50ct)	\$	160.00		\$800.
		\perp			
	Tray Passed Selections:	+			
3	Coconut chicken tenders, honey pineapple relish (50ct)	\$	110.00	\$	330.
3	Sourdough grilled cheese with havarti, dill, and tomato relish (50ct)	\$	80.00	\$	240.
3	Smoked meatball bites, Faygo R & R BBQ sauce (50ct)	\$	80.00	\$	240.
105	Flatbread Display	\$	6.00		\$630.
105	Bacon, date and feta flatbreads with aged balsamic		0.00		
	Buffalo chicken	+			
	Pepperoni margherita	+		-	
	Pesto arugula with fresh mozzarella and sundried tomato	+			
	reare bregers minimean measurementaria semanear remane	+			
100	Dessert	\$	3.50	\$	350.
	Funnel fries				
	Chocolate ganache, drunken strawberry coulis, powdered sugar				
	**Nigh grade disposables service for the afternoon reception				
		+		-	
-	blotal for Food Service				\$8,410.
Su					



Cost of Services

LOUNT				- 15	
MOUNT	DESCRIPTION		ICE EACH	TOTAL	
110	Chef Attended Omelet Station (7am-11am)	\$	11.00		\$1,210.0
	Eggs, egg beaters, and egg whites				
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms				
	Cheddar and feta cheese	\top		\square	
	Homestyle hash brown potatoes	+		\vdash	
		+		\vdash	
	Package Add Ons:	+		\vdash	
110	Blueberry cream cheese french toast bake	\$	2.00	\$	220.0
110	Crispy bacon, turkey sausage links	\$	3.00	\$	330.0
110	Avocado toast bites	\$	1.00	\$	110.0
		1		1	
110	Two Entrée Buffet Selections (12pm-3pm)	\$	18.00	\$	1,980.0
	Traverse city chicken	1		F.	
-+	Thai sweet chili glazed salmon	+		\vdash	
-+	Garden vegetable rice pilaf/House medley vegetables	+		\vdash	
-+	Mini salad bar with a selection of greens, toppings, and dressings	+		\vdash	
-+	Fresh baked bread with butter	+		⊢	
	Hesh buked bredd with boller	+		⊢	
110	Dessert	\$	4.00	\$	440.0
	Ice cream sundae bar	+	4.00	+	
-+	Vanilla and chocolate ice cream	+		⊢	
	Sanders hot fudge, caramel sauce, whipped cream and candy toppings	+		⊢	
	sanders nor rouge, caramersauce, wripped clearn and caray roppings	+		⊢	
	*Alternoon Reception (4pm-7pm)	F		F	
	Tray Passed Selections:	+		\vdash	
3	Beef tenderloin medallions, creamy horseradish and stone ground mustard (50ct)	\$	160.00	\$	480.0
-			100.00	+	
3	Truffle parmesan shoe string fry cups (50ct)	<u> </u>	90.00	<u> </u>	270.0
3	Truffle parmesan shoe string fry cups (50ct) Bacon wrapped asparagus fips (50ct)	<u> </u>		\$	
		\$	90.00	\$	
		\$	90.00	\$	270.0
3	Bacon wrapped asparagus fips (50ct)	\$	90.00 90.00	\$	270.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station	\$	90.00 90.00	\$	270.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Pimiento cheese tea sandwiches	\$	90.00 90.00	\$	270.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Pimiento cheese tea sandwiches Southern egg salad tea sandwiches	\$	90.00 90.00	\$	270.0 270.0 \$6,606.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Pimiento cheese tea sandwiches Southern egg salad tea sandwiches Chicken salad on mini brioche	\$	90.00 90.00	\$	270.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Pimiento cheese tea sandwiches Southern egg salad tea sandwiches Chicken salad on mini brioche	\$	90.00 90.00	\$	270.0 \$6,606.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Primiento cheese tea sandwiches Southern egg salad tea sandwiches Chicken salad on mini brioche Pork bbg sandwich on mini brioche	\$	90.00 90.00 6.00	\$	270.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Primiento cheese tea sandwiches Southern egg salad tea sandwiches Chicken salad on mini brioche Pork bbg sandwich on mini brioche Dessert	\$	90.00 90.00 6.00	\$	270.0 \$6,606.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Primiento cheese tea sandwiches Southem egg salad tea sandwiches Chicken salad on mini brioche Pork bbq sandwich on mini brioche Dessert Assorted individual walking cupcakes Red velvet, carrot, lemon poppy seed	\$	90.00 90.00 6.00	\$	270. \$6,606.0
3	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Primiento cheese tea sandwiches Southern egg salad tea sandwiches Chicken salad on mini brioche Pork bbg sandwich on mini brioche Dessert Assorted individual walking cupcakes	\$	90.00 90.00 6.00	\$	270. \$6,606.0
3 1,101 100	Bacon wrapped asparagus tips (50ct) Taste of the Masters Display Station Primiento cheese tea sandwiches Southem egg salad tea sandwiches Chicken salad on mini brioche Pork bbq sandwich on mini brioche Dessert Assorted individual walking cupcakes Red velvet, carrot, lemon poppy seed	\$	90.00 90.00 6.00	\$ \$ 	270.0 \$6,606.0



Cost of Services

				15	MD62724
TUDON	DESCRIPTION	PRI	CE EACH		TOTAL
81	Chef Attended Omelet Station (7am-11am)	\$	11.00		\$891.0
	Eggs, egg beaters, and egg whites				
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms				
	Cheddar and feta cheese				
	Biscuits with sausage gravy	_			
	Package Add Ons:				
81	Assorted fresh baked mulfins and danish	\$	2.00	\$	162.
81	Crispy bacon, turkey sausage links	\$	3.00	\$	243.
81	Yogurt parfaits with fresh fruit, granola, dark chocolate chips, and honey	\$	1.00	\$	81.
81	Two Entrée Buffet Selections (12pm-3pm)	\$	23.00	\$	1,863.
	Smoked dinosaur bones (bone in beef short ribs)				
	Meditteranen roasted chicken				
	Smoked mac and cheese/lazy kabob vegetables				
	Fattoush salad				
	Warm pita bread with garlic sauce and hummus				
	Dessert				
5	Assorted fresh baked cookies (dz)	\$	15.00	\$	75.
5	Assorted brownies (dz)	\$	20.00	\$	100.
	*Afternoon Reception (4pm-7pm)	_			
	Tray Passed Selections:	_			
3	Beef tenderloin bruschetta bites (50ct)	\$	160.00	\$	480
3	Chicken and waffles bites (50ct)	\$	80.00	\$	240
3	Spicy pork medallions (50ct)	\$	80.00	\$	240
81	Charcuterie Display	\$	8.00		\$648
	Selection of imported and domestic hard and soft cheeses				
	Selection of cured and uncured meats and sausages				
	House roasted nuts, dried fruits, olives				
	Selection of mustards and jams with crostini and crackers	_			
81	Dessert	\$	4.00	\$	324
	Tiered donut stand				
	Baston cream, glazed, vanilla sprinkle, chocolate sprinkle, apple fritter				
	**High grade disposables service for the afternoon reception	_			
Subi	total for Food Service				\$5,347.
200				—	40,047



Cost of Services

					MO62724
OUNT	DESCRIPTION	PR	ICE EACH		TOTAL
81	Chef Attended Omelet Station (7am-11am)	\$	11.00		\$891.
	Eggs, egg beaters, and egg whites				
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms	+			
	Cheddar and feta cheese	+			
	Biscuits with sausage gravy	+			
	Package Add Ons:	-			
81	Belgian waffle bar- strawberry and blueberry topping. Whipped cream and butter	\$	2.00	-	162
81	Crispy bacon, turkey sausage links	\$	3.00	\$	243
81	Bagel bar-assorted cream cheeses, butters, jams, and spreads	\$	1.00	\$	81
81	Sizzling Fajitas (12pm-3pm)	\$	22.00	\$	1,782
	House fried tortilla chips-pico de gallo, guacamole, queso	1		-	
	Taco salad-ground beef, lettuce, tomato, cheese, refried beans, tostada sauce				
	Fajitas-Steak, chicken, and vegan fajita pepper blend				
	Sides-Cilanto lime rice, vegan black beans, mexican street com casserole				
	Corn and flour tortillas				
	Proved	+			
	Dessert	-			
81	Dulce de leche cake	\$	3.00	\$	243
	*Afternoon Reception (4pm-7pm)				
	Tray Passed Selections:	+			
3	Shredded brisket com bread canapes (50ct)	\$	120.00	s	360
3	Louisiana style crab cakes, remoulade sauce (50ct)	5	120.00	<u> </u>	360
3		\$	80.00	7 5	240
3	Risotto croquettes, olive tapenade (50ct)	•	80.00	2	240
81	Taste of Detroit Station	\$	8.00		\$648
	Mini coney dogs				
	Detroit style deep dish pizza fingers				
	Classic sliders-cheese, onion, pickle, ketchup and mustard				
	Greek martini salads				
I		+			
	Dessert				
1	Novelly ice cream cart	\$	150.00	\$	150
1 81		\$	150.00 1.95	\$ \$	
	Novelly ice cream cart	- T			
	Novelty ice cream cart Strawberry shortcake bars, ice cream sandwiches, Vanilla drumsticks, cookie sandwiches	- T			
	Novelty ice cream cart Strawberry shortcake bars, ice cream sandwiches, Vanilla drumsticks, cookie sandwiches	- T			150. 157. \$5,317.



Cost of Services

			ISM062724
AMOUNT	DESCRIPTION	PRICE EACH	TOTAL
	Bartenders		
2	7am-7pm (Thursday)	\$420.00	\$840.00
2	7am-7pm (Friday)	\$420.00	\$840.00
1	7am-7pm (Saturday)	\$420.00	\$420.00
1	7am-7pm (Sunday)	\$420.00	\$420.00
6	Bartender Prepaid Gratuity (non tipping bar service)	\$200.00	\$1,200.00
	Station Attendants		
2	Omelet station (6/27)	\$270.00	\$540.00
1	Grilled attendant lunch (6/27)	\$150.00	\$150.00
2	Omelet station (6/28)	\$270.00	\$540.00
1	Ice cream attendant lunch (6/28)	\$150.00	\$150.00
2	Omelet station (6/29)	\$270.00	\$540.00
1	Fajita attendant lunch (6/30)	\$150.00	\$150.00
2	Omelet station (6/30)	\$270.00	\$540.00
	Waitstaff		
1	8am-7pm (Thursday)	\$275.00	\$275.00
1	8am-7pm (Friday)	\$275.00	\$275.00
1	8am-7pm (Saturday)	\$275.00	\$275.00
1	8am-7pm (Sunday)	\$275.00	\$275.00
	Custodial Attendant (restrooms and general cleanup)		
1	11am-7pm (Thursday)	\$200.00	\$200.00
1	11am-7pm (Friday)	\$200.00	\$200.00
1	11am-7pm (Saturday)	\$200.00	\$200.00
1	11am-7pm (Sunday)	\$200.00	\$200.00
Total Sta	fling Service		\$8,230.00



Cost of Services

		ISM062724
DESCRIPTION	PRICE EACH	TOTAL
Thursday-Friday 7am-7pm		
Full Premium Bar Mixer Service (Thursday)	\$10.00	\$1,050.00
Full Premium Bar Mixer Service (Friday)	\$10.00	\$1,100.00
Full Premium Bar Mixer Service (Saturday)	\$10.00	\$810.0
Full Premium Bar Mixer Service (Sunday)	\$10.00	\$810.0
Includes club soda, tonic water, orange juice, cranberry juice, bloody mary mix		
Soft drinks, bottled water, lemons, limes, cherries, olives, pickles, tabasco		
Stirrer sticks, frill picks, clear disposable cups, ice, bar setups and tools		
Regular and decaf coffee with hot tea and all the fixings		
**Client wil be providing all beer, wine and liquor purchased at retail		
Cass Catering will coordinate the purchase and delivery if requested		
with option to return unopened product for a credit		
Subtotal for Beverage Service	-	\$3,770.0
	Thursday-Friday 7am-7pm Full Premium Bar Mixer Service (Thursday) Full Premium Bar Mixer Service (Friday) Full Premium Bar Mixer Service (Saturday) Full Premium Bar Mixer Service (Saturday) Full Premium Bar Mixer Service (Sunday) Full Premium Bar Mixer Service (Sunday) Includes club soda, tonic water, orange juice, cranberry juice, bloody mary mix Soft drinks, bottled water, lemons, limes, cherries, olives, pickles, tabasco Stirrer sticks, frill picks, clear disposable cups, ice, bar setups and tools Regular and decaf coffee with hot tea and all the fixings **Client will be providing all beer, wine and liquor purchased at retail Cass Catering will coordinate the purchase and delivery if requested with option to return unopened product for a credit	Thursday-Friday 7am-7pm Full Premium Bar Mixer Service (Thursday) \$10.00 Full Premium Bar Mixer Service (Thursday) \$10.00 Full Premium Bar Mixer Service (Saturday) \$10.00 Full Premium Bar Mixer Service (Sunday) \$10.00 Includes club soda, tonic water, orange juice, cranberry juice, bloody mary mix \$00 Soft drinks, bottled water, lemons, limes, cherries, olives, pickles, tabasco \$10.00 Stirrer sticks, frill picks, clear disposable cups, ice, bar setups and tools \$10.00 Regular and decaf coffee with hot tea and all the fixings \$10.00 **Client wil be providing all beer, wine and liquor purchased at retail \$10.00



Cost of Services

AMOUNT	DESCRIPTION	PRICE EACH	TOTAL
	Thursday-Friday 7am-7pm		
105	Full Premium Bar Mixer Service (Thursday)	\$10.00	\$1,050.0
110	Full Premium Bar Mixer Service (Friday)	\$10.00	\$1,100.0
81	Full Premium Bar Mixer Service (Saturday)	\$10.00	\$810.0
81	Full Premium Bar Mixer Service (Sunday)	\$10.00	\$810.0
	Includes club soda, tonic water, orange juice, cranberry juice, bloody mary mix		
	Soft drinks, bottled water, lemons, limes, cherries, olives, pickles, tabasco		
	Stirrer sticks, frill picks, clear disposable cups, ice, bar setups and tools		
	Regular and decaf coffee with hot tea and all the fixings		
	**Client wil be providing all beer, wine and liquor purchased at retail		
	Cass Catering will coordinate the purchase and delivery if requested		
	with option to return unopened product for a credit		
	Subtotal for Beverage Service		\$3,770.0



Cost of Services

	ISM062724
General Notes	
Event will be taking place at a rented private residence	
Full kitchen and single car garage available for staging and prep (no refrigeration available)	
Paper napkin for all services	
85% male dominated event	
A few kids if any	



Cost of Services

Agreement

Deposits and Payments:

A 50% non-refundable payment is required to secure the services of Cass Catering. This will be applied to your total food and beverage order. Dates are reserved on a first come, first serve basis when deposits and signed copy of this agreement page are returned.

All prices are subject to Michigan state sales tax and Cass service charge. Gratuity to staff is not included in the total cost of this proposal unless noted and is not mandatory.

Groups requesting exemption from state sales tax must submit a tax exempt certificate upon confirming their catering with a deposit. Failure to submit this document prior to the event date will result in the sales tax being applied without refund.

Final payment is due ten (14) days before your event.

Payment types accepted include cash, check and credit card (3.75% processing fee if credit) Any check returned with insufficient funds will incur a \$25 processing fee. All payments made are non refundable

The signed catering contract must be returned prior to making any payments towards the event. Failure to do so may result in loss of any payments as no refund of payments made towards the event prior to submitting the signed catering contract will be issued in case Client does not proceed with reservation. Moreover, if Client makes a credit card payment prior to submitting their contract and does not proceed with the reservation, Client is responsible to reimburse Cass Catering of any credit card processing fees incurred by Cass.

Final Counts and Information:

Final headcount and menu adjustments are due ten (14) days prior to your event. This guest count will be considered your minimum guarantee. Changes to the order once finalized will incur a \$300 convenience charge per day changes occur \$5,000 Per day food and beverage minimum expense required.

All orders must be finalized no later than 14 days prior to the event date. We will try to accommodate any changes/new orders within the 14-day time period if possible.

Final billing will reflect the actual number of guests served or guaranteed minimum head, whichever is greater.

Other:

Customers are permitted to save leftover food following events if they provide storage containers and adequate refrigeration as mandated by local Health Authorities.

Please consider weather when planning your ourdoor event. Cass Catering delivers rain or shine. If you would like to reschedule your event due to



Cost of Services

weather, it must be rescheduled to a date within 7 days of your originally reserved date.

If you would like to reschedule your confirmed event, it must be rescheduled to a date within 7 days of your originally reserved date.

All prices and menu selections are subject to change without notice due to uncontrollable market conditions.

By placing money down on your event you hereby acknowledge that you have read, understand and agree to the Cass Policies and Procedures.

Cass Catering does not provide food labels unless requested in advance. In the event food labels are requested, there will be a \$150 fee added to your final balance. Food label requests must be received by noon 14 days prior to the event date along with the other final event details.

All agreement terms are non-negotiable and cannot be revised or altered in any way.

Rentals (If Applicable):

Cass Catering is not responsible for underground sprinklers or electrical lines.

Please call 8-1-1 to have any public underground lines marked prior to delivery of tents. Customer agrees to pay for replacement of any lost or damaged property.

Cass Catering is not responsible for the setup and breakdown of any rental items unless coordinated through your sales associate.

Catering shall not be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, flood, loss of electricity, tornado, thunderstorm, war, strikes or labor disputes, embargoes, government orders or any other force majeure event.

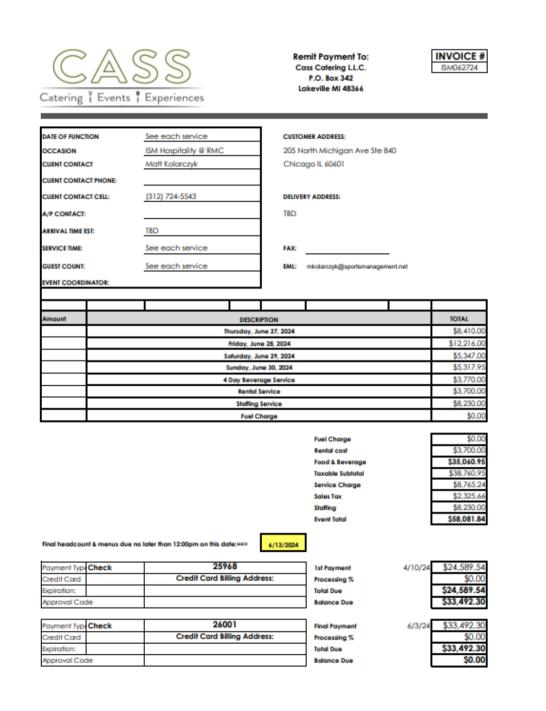
By Signing and dating this page, I agree, understand, and accept the terms provided in this event order.

Print Name:	
Signature:	
Date	
Invoice Number	



Cost of Services

SAMPLE CORPORATE INVOICE





Cost of Services

					M06272
DUNT	DESCRIPTION	29	ICE EACH		TOTAL
105	Chef Attended Omelet Station (7am-11am)	\$	11.00		\$1,155
	Eggs, egg beaters, and egg whites				
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms	+			
	Cheddar and feta cheese	+			
	Cheesy hash brown potatoes				
+	Package Add Ons:	+		\vdash	
105	Butternilk pancake bar-strawberry topping, whipped cream, butter, and syrup	\$	2.00	\$	210
105	Crispy bacon, turkey sausage links	\$	3.00	\$	315
105	Cinnamon coffee cake	\$	1.00	\$	105
105	Mix and Match BBQ Double Trouble (12pm-3pm)	\$	23.00	\$	2,415
	Marinated chicken breasts				
	Grilled NY strips				
	Roasted baby potatoes with fresh herbs/Grilled citrus asparagus				
	Cheese tortellini pasta salad/Tossed caesar salad				
	Herb garlic toast	_			
105	Dessert	\$	4.00	\$	420.
	Summer dessert cubes				
	Strawberry shortcake, peach cobbler, and chocolate mousse				
	*Afternoon Reception (4pm-7pm)	+			
1	Custom CNC logo'd ice shrimp cocktail dispenser	\$	1,200.00		\$1,200.
5	Colossal shrimp cocktail, local horseradish vodka cocktail sauce (50ct)	\$	160.00		\$800.
	Tray Passed Selections:	+		\vdash	
3	Coconut chicken tenders, honey pineapple relish (50ct)	\$	110.00	\$	330.
3	Sourdough grilled cheese with havarti, dill, and tomato relish (50ct)	\$	80.00	\$	240
3	Smoked meatball bites, Faygo R & R BBQ sauce (50ct)	\$	80.00	\$	240.
105	Flatbread Display	\$	6.00	\vdash	\$630.
	Bacon, date and feta flatbreads with aged balsamic				
	Buffalo chicken				
	Pepperoni margherita				
	Pesto arugula with fresh mozzarella and sundried tomato	_			
100	Dessert	\$	3.50	\$	350.
	Funnel fries				
	Chocolate ganache, drunken strawberry coulis, powdered sugar				
	**High grade disposables service for the afternoon reception				
Sul	blotal for Food Service				\$8,410
				t –	



Cost of Services

					VOICE M062724
OUNT	DESCRIPTION	PR	ICE EACH		TOTAL
110	Chef Attended Omelet Station (7am-11am)	\$	11.00		\$1,210.0
	Eggs, egg beaters, and egg whites				
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms	+			
	Cheddar and feta cheese			\square	
	Homestyle hash brown potatoes				
	Package Add Ons:	_		\vdash	
110	Blueberry cream cheese french toast bake	\$	2.00	\$	220.
110	Crispy bacon, turkey sausage links	\$	3.00	\$	330.
110	Avocado toast bites	\$	1.00	\$	110.
110	Two Entrée Buffet Selections (12pm-3pm)	\$	18.00	\$	1,980.0
	Traverse city chicken	-		Ť	
	Thai sweet chili glazed salmon	+		\vdash	
	Garden vegetable rice pilaf/House medley vegetables	+			
	Mini salad bar with a selection of greens, toppings, and dressings	+			
	Fresh baked bread with butter	+		\vdash	
	Heart baked bread with bother				
110	Dessert	\$	4.00	\$	440.
	Ice cream sundae bar	+		<u> </u>	
	Vanilla and chocolate ice cream	—			
	Sanders hot fudge, caramel sauce, whipped cream and candy toppings	+		\vdash	
	*Afternoon Reception (4pm-7pm)				
	Tray Passed Selections:	-		\vdash	
3	Beef tenderloin medallions, creamy horseradish and stone ground mustard (50ct)	\$	160.00	\$	480.
3	Truffle parmesan shoe string fry cups (50ct)	s	90.00	\$	270.
3	Bacon wrapped asparagus fips (50ct)	\$	90.00	\$	270.
1,101	Taste of the Masters Display Station	\$	6.00	\vdash	\$6,606.
.,	Pimiento cheese tea sandwiches	+	0.00	-	40,000
	Southern egg salad tea sandwiches	+			
	Chicken salad on mini brioche	+			
	Pork bbg sandwich on mini brioche				
100	Dessert	\$	3.00	\$	300.
	Assorted individual walking cupcakes	Ť		Ť	
	Red velvet, carrot, lemon poppy seed				
		+		\vdash	
$ \rightarrow$	**High grade disposables service for the afternoon reception				
51	**High grade disposables service for the affernoon reception				\$12,216.



Cost of Services

					VOIC M06272
OUNT	DESCRIPTION	PRI	ICE EACH		TOTAL
81	Chef Attended Omelet Station (7am-11am)	\$	11.00	<u> </u>	\$89
	Eggs, egg beaters, and egg whites			<u> </u>	
	Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms	_		<u> </u>	
	Cheddar and feta cheese			<u> </u>	
	Biscuits with sausage gravy	_		-	
	Package Add Ons:				
81	Assorted fresh baked mulfins and danish	\$	2.00	\$	163
81	Crispy bacon, turkey sausage links	\$	3.00	\$	243
81	Yogurt parfaits with fresh fruit, granola, dark chocolate chips, and honey	\$	1.00	\$	8
81	Two Entrée Buffet Selections (12pm-3pm)	\$	23.00	\$	1,86
	Smoked dinosaur bones (bone in beef short ribs)	1		Ť	- 1-0
	Meditteranen roasted chicken				
	Smoked mac and cheese/lazy kabob vegetables				
	Fattoush salad				
	Warm pita bread with garlic sauce and hummus	_			
	Want pilo broad with gaine sabee and territory				
	Dessert				
5	Assorted fresh baked cookies (dz)	\$	15.00	\$	7
5	Assorted brownies (dz)	\$	20.00	\$	10
	*Afternoon Reception (4pm-7pm)				
	Tray Passed Selections:	_			
3	Beef tenderloin bruschetta bites (50ct)	\$	160.00	\$	48
3	Chicken and waffles bites (50ct)	\$	80.00	\$	24
3	Spicy park medallions (50ct)	\$	80.00	\$	24
81	Charcuterie Display	\$	8.00		\$64
	Selection of imported and domestic hard and soft cheeses				
	Selection of cured and uncured meats and sausages				
	House roasted nuts, dried fruits, olives				
	Selection of mustards and jams with crostini and crackers				
81	Dessert	\$	4.00	\$	32
	Tiered donut stand	1		<u> </u>	
	Boston cream, glazed, vanilla sprinkle, chocolate sprinkle, apple fritter				
	**High grade disposables service for the afternoon reception				
	anger groute dispositiones service for the differition reception				
Sub	total for Food Service				\$5,34



Cost of Services

ISM062724 TOTAL DESCRIPTION PRICE EACH AMOUNT 81 Chef Attended Omelet Station (7am-11am) ٩. 11.00 \$891.00 Eggs, egg beaters, and egg whites Broccoli, spinach, tomatoes, onions, bell peppers, and mushrooms Cheddar and feta cheese Biscuits with sausage gravy Package Add Ons: 81 Belgian waffle bar- strawberry and blueberry topping. Whipped cream and butter 2.00 162.00 ٩ 81 Crispy bacon, turkey sausage links 3.00 \$ 243.00 s 81 81.00 Bagel bar-assorted cream cheeses, butters, jams, and spreads s 1.00 81 1,782.00 Sizzling Fajitas (12pm-3pm) 22.00 \$ \$ House fried tortilla chips-pico de gallo, guacamole, queso Taco salad-ground beef, lettuce, tomato, cheese, refried beans, tostada sauce Fajitas-Steak, chicken, and vegan fajita pepper blend Sides-Cilanto lime rice, vegan black beans, mexican street corn casserole Corn and flour tortillas Dessert 81 Duice de leche cake \$ 3.00 \$ 243.00 *Afternoon Reception (4pm-7pm) Tray Passed Selections: Shredded brisket com bread canapes (50ct) 120.00 \$ 360.00 3 120.00 \$ 360.00 Louisiana style crab cakes, remoulade sauce (50ct) \$ 3 Risotto croquettes, olive tapenade (50ct) \$ 80.00 \$ 240.00 81 Taste of Detroit Station 8.00 \$648.00 s Mini coney dogs Detroit style deep dish pizza fingers Classic sliders-cheese, onion, pickle, ketchup and mustard Greek marfini salads Dessert Novelty ice cream cart 150.00 150.00 s s 81 Strawberry shortcake bars, ice cream sandwiches, Vanilla drumsticks, cookie sandwiches S 1.95 \$ 157.95 **High grade disposables service for the afternoon reception ubtotal for Food Service \$5,317.95

INVOICE #



Cost of Services

INVOICE # ISM062724

			13140027
TAUC	DESCRIPTION	PRICE EACH	TOTAL
	Bartenders		
2	7am-7pm (Thursday)	\$420.00	\$84
2	7am-7pm (Friday)	\$420.00	\$84
1	7am-7pm (Saturday)	\$420.00	\$42
1	7am-7pm (Sunday)	\$420.00	\$42
6	Bartender Prepaid Gratuity (non tipping bar service)	\$200.00	\$1,20
	Station Attendants		
2	Omelet station (6/27)	\$270.00	\$54
1	Grilled attendant lunch (6/27)	\$150.00	\$15
2	Omelet station (6/28)	\$270.00	\$54
1	Ice cream attendant lunch (6/28)	\$150.00	\$15
2	Omelet station (6/29)	\$270.00	\$54
1	Fajita attendant lunch (6/30)	\$150.00	\$15
2	Omelet station (6/30)	\$270.00	\$54
	Waitstaff		
1	8am-7pm (Thursday)	\$275.00	\$27
1	8am-7pm (Friday)	\$275.00	\$27
1	8am-7pm (Saturday)	\$275.00	\$27
1	8am-7pm (Sunday)	\$275.00	\$27
	Custodial Attendant (restrooms and general cleanup)		
1	11am-7pm (Thursday)	\$200.00	\$20
1	11am-7pm (Friday)	\$200.00	\$20
1	11am-7pm (Saturday)	\$200.00	\$20
1	11am-7pm (Sunday)	\$200.00	\$20
Total Stat	fing Service		\$8,23



Cost of Services

			INVOICE #
AMOUNT	DESCRIPTION	PRICE EACH	TOTAL
	Thursday-Friday 7am-7pm		
105	Full Premium Bar Mixer Service (Thursday)	\$10.00	\$1,050.00
110	Full Premium Bar Mixer Service (Friday)	\$10.00	\$1,100.00
81	Full Premium Bar Mixer Service (Saturday)	\$10.00	\$810.00
81	Full Premium Bar Mixer Service (Sunday)	\$10.00	\$810.00
	Includes club soda, tonic water, orange juice, cranberry juice, bloody mary mix		
	Soft drinks, bottled water, lemons, limes, cherries, olives, pickles, tabasco		
	Stirrer sticks, frill picks, clear disposable cups, ice, bar setups and tools		
	Regular and decaf coffee with hot tea and all the fixings		
	**Client wil be providing all beer, wine and liquor purchased at retail		
	Cass Catering will coordinate the purchase and delivery if requested		
	with option to return unopened product for a credit		
	Subtotal for Beverage Service	1	\$3,770.00



Cost of Services

				VOICE # M062724
Amount	DESCRIPTION	PRICE EACH		TOTAL
1	Breakfast Table Ware (4 days)	\$ 1,000.00	\$	1,000.00
	Dinner plates		⊢	
	Stainless forks			
	Stainless knives		┣	
1	Lunch Table Ware (4 days)	\$ 1,200.00	\$	1,200.00
	Dinner plates			
	Stainless forks			
	Stainless knives			
	Dessert plates		\square	
	Dessert utensil			
1	Bar Specialty Glassware (4 days)	\$ 1,200.00	\$	1,200.00
	Stemless champagne glass			
	All Purpose wine glasses			
	Stemmed all purpose glass			
	Rocks glass			
	Miscellaneous Supplies		┢	
2	Trash cans with liners	\$ 50.00	\$	100.00
1	Vacuum	\$ 175.00	\$	175.00
1	Broom and dust pan	\$ 25.00	\$	25.00
Tol	tal Rental Service	I	┢─	\$3,700.00



Cost of Services

	ISM062724
General Notes	
Event will be taking place at a rented private residence	
Event will be taking place at a rented private residence Full kitchen and single car garage available for staging and prep (no refrigeration available)	
Paper napkin for all services	
85% male dominated event	
A few kids if any	



Cost of Services

Catering i Events		Ca	nit Payment To: ss Catering L.L.C. P.O. Box 342 keville MI 48366	PROPOSAL ID WESO60124
DATE OF FUNCTION	Saturday, June 1, 2024	CUSTO	MER ADDRESS:	
OCCASION	Wedding Reception	TBD		
CUENT CONTACT	Kevin West and Brooke Stano			
CUENT CONTACT PHONE:				
CUENT CONTACT CELL:	734 239 5214	DELINE	RY ADDRESS:	
	734 237 3214			
A/P CONTACT:			her More	
ARRIVAL TIME EST:		Aubur	m Hills MI 48326	
SERVICE TIME:	See each service	FAX:		
GUEST COUNT:	150 Estimated	EML:	kevinwest5214@gmail.com	
Amount		CRIPTION		TOTAL
		ert Service		\$0.00
		age Service d Service		\$1,050.00 \$8,700.00
		d Service al Service		\$8,700.00
	Stoffi	ng Service		\$610.00
	Fue	l Charge		\$25.00
			Fuel Charge Rental cost Food & Beverage Taxable Subtotal Service Charge Sales Tax Statling Event Total	\$25.00 \$0.00 \$9,750.00 \$2,437.50 \$585.00 \$410.00 \$13,407.50
Payment Type Credit Card	Credit Card Billing Ad	Idress:	1st Payment Processing %	\$3,526.38 \$123.42

Payment Type	
Credit Card	Credit Card Billing Address:
Expiration:	
Approval Code	

	\$123.4
12/23	\$3,649.8
	\$9,881.1





Cost of Services

INVOICE # WES060124

				WES06
OUNT	DESCRIPTION	PRI	CEEACH	TOTA
150	Gold Buffet Package	\$	42.00	\$6,3
	Appelizers (One Hour)			
	Display Appetizer			
150	Traditional Antipasto Display	\$	4.00	\$6
	Tray Passed Appetizers			
	TBD			
	TBD			
	Two Entree Dinner Buffet (90 Minutes)			
	Salads and Rolls			
	Salad Choice-TBD			
	House baked bread with butter			
	Entrées			
150	Sliced beef tenderloin, juniper demi glace	\$	12.00	\$1,8
	TBD			
	Sides			
	TBD			
	TBD			
	7BD			
	Dessert Management Included			
	Dessert Provided By The Client			
	Choice of One Late Night Snack or Sweet			
	TBD			
	Includes buffet linens, chafers, serving utensils, delivery and setup.			
Subto	tal for Food Service			\$8,7



Cost of Services

AOUNT	DESCRIPTION	PRICE EACH	TOTAL
150	Full Bar Mixer Service (6 hour open bar estimate)	\$12.00	\$1,800.0
	Includes club soda, tonic water, orange juice, cranberry juice,		
	soft drinks, bottled water, lemons, limes, cherries, olives, stirrer sticks,		
	frill picks, clear disposable cups, ice, bar setups and tools		
	Includes Choice of 2 Signature His and Her Cocktails	+ +	
	Cass Catering will provide a referral for beer, wine and liquor purchase		
	with option for return credit		
150	Package Discount (bundled dinner and bar service)	(\$5.00)	(\$750.0
Sub	ototal for Beverage Service		\$1,050.0

INVOICE #



Cost of Services

INVOICE # WES060124

AMOUNT	DESCRIPTION	PRICE EACH	TOTAL
2	Bartenders	\$305.00	\$610.00
	6 Hour Open Bar Estimate (includes setup and breakdown time)		
3	Waitstaff Attendants	\$0.00	\$0.00
	Passing apps and clearing during dinner		
	Included with a confirmed guest count of 150 or more		
	Normally \$150 each if under 150 guests		
Tote	al Staffing Service		\$610.00



Cost of Services

			WES060124
Amount	DESCRIPTION	PRICE EACH	TOTAL
150	China Included with the Gold Package	\$0.00	\$0.00
	Appefizer Plates		
	Appelizer Forks		
	Dinner Plates		
	Dinner Forks		
	Dinner Knives		
	Dessert Plates		
	Dessert Forks		
	Water Glasses		
	Water Pitchers		
	Salt and Pepper Shaker Sets		
	Includes delivery, setup, scrape, stack and pickup		
Total Real	kel Samina		\$0.00
Total Ren	tal Service		\$0.0



Cost of Services

Aareement

Due Date

5/2/24

5/19/24

Initial Here

Deposits and Payments:

A 25% non-refundable payment is required to secure a date on Cass Catering's calendar. This will be applied as a payment to your balance Dates are reserved on a first come, first serve basis when deposits and signed copy of this agreement page are returned.

All prices are subject to Michigan state sales tax and Cass service charge. Gratuity to staff is not included in the total cost of this proposal unless noted and is not mandatory.

Payment types accepted include cash, check and credit card All credit card payments will incur a 3.5% credit card processing fee Any check returned with insufficient funds will incur a \$50 processing fee All payments made are non refundable

Important Deadlines:

By noon 30 days prior to your event date-All menu and linens choices (if applicable) due to be finalized By noon 14 days prior to your event-All finalized guest counts and room layouts due By noon 10 days prior to your event-Remaining payment of all balances due

Food and Beverage Minimum Requirements: Peak Season May 1st-October 31st

Peak Season May 1st-Oo Fridays \$3,000 Saturdays \$5,000 Sundays \$2,000

Final billing will reflect the actual number of guests served or guaranteed minimum head, whichever is greater.

Other:

Customers are permitted to save leftover served food following events if they provide storage containers and adequate refrigeration as mandated by local Health Authorities.

Please consider weather when planning your ourdoor event. Cass Catering delivers rain or shine.

All prices and menu selections are subject to change without notice due to uncontrollable market conditions.

By placing money down on your event you hereby acknowledge that you have read, understand and agree to the Cass Policies and Procedures.

Please plan accordingly when it comes to your service time stated on this contract. Extending your catering past the agreed upon service window will



Cost of Services

result in a \$100 per hour fee with a minimum of 1 hour additional required.

Cass Catering does not provide food labels unless requested in advance. In the event food labels are requested, there will be a \$100 fee added to your final balance. Food label requests must be received by noon 30 days prior to the event date along with the other final event details.

All agreement terms are non-negotiable and cannot be revised or altered in any way.

Rentals (If Applicable):

Cass Catering is not responsible for underground sprinklers or electrical lines.

Please call 8-1-1 to have any public underground lines marked prior to delivery of tents. Customer agrees to pay for replacement of any lost or damaged property.

Cass Catering is not responsible for the setup and breakdown of any rental items unless coordinated through your sales associate.

The signed catering contract must be returned prior to making any payments towards the event. Failure to do so may result in loss of any payments as no refund of payments made towards the event prior to submitting the signed catering contract will be issued in case client does not proceed with reservation. Moreover, if Client makes a credit card payment prior to submitting their contract and does not proceed with the reservation, Client is responsible to reimburse Case Catering of any credit card processing fees incurred by Case Catering

Catering shall not be liable for any failure of or delay in the performance of this Agreement for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, flood, loss of electricity, tornado, thunderstorm, war, strikes or labor disputes, embargoes, government orders or any other force majeure event.

By Signing and dating this page, I agree, understand, and accept the terms provided in this event order.

Print Name: X	
Signature: X	
Date	
Invoice Number	



Cost of Services

Catering Events	\sim	Remit Payment To: Cass Catering LL.C. P.O. Box 342 Lakeville MI 48366	INVOICE # WES060124
DATE OF FUNCTION OCCASION CLIENT CONTACT CLIENT CONTACT PHONE: CLIENT CONTACT CELL: A/P CONTACT: A/P CONTACT: ARHIVAL TIME EST: SERVICE TIME: GUEST COUNT: EVENT COORDINATOR:	Saturday, June 1, 2024 Wedding Reception Kevin West and Brooke Stano 734 239 5214 See each service 176 confirmed (+2 kids under 5)	CUSTOMER ADDRESS: TBD DELIVERY ADDRESS: 2 Gather More Auburn Hills MI 48326 FAX: EML: kevinwest5214@gmail.com	
Amount	DESCRIP Dessert S Beverage Food Se Rental S Stelling S	ervice Service rvice ervice	TOTAL \$0.00 \$1.879.50 \$8.484.00 \$0.00 \$630.00 \$25.00
	Fuel Ch	Fuel Charge Rental cost Food & Beverage Taxable Subtotal Service Charge Sales Tax Stating Event Total	\$25.00 \$0.00 \$10,363.50 \$10,363.50 \$2,590.88 \$621.81 \$630.00 \$14,231.19
Payment Type Credit Card Credit Card Expiration: Approval Code	Credit Card Billing Addre	1st Payment 1ss: Processing % Total Due 1/12 Balance Due 1/12	\$3,526.38 \$123.42 2/23 \$3,649.80 \$10,704.81
Payment Type Credit Card Credit Card Expiration: Approval Code	Credit Card Billing Addre	Final Payment Processing % Total Due 5/21 Balance Due	\$10,704.81 \$374.67 /24 \$11,079.48 \$0.00



Cost of Services

					VOICE
AMOUNT	DESCRIPTION	PRIC	E EACH		TOTAL
176	Gold Buffet Package	\$	42.00		\$7,392.0
	Appetizers 4:30pm-5:30pm				
	Display Appelizer				
176	Dips and spreadables				
	Tray Passed Appelizers				
	Char-Grilled Chicken Caesar Crostini				
	Smoked Meatball Bites				
	Two Entree Dinner Buffet (6pm-7:30pm)				
	Salads and Rolls				
	Michigan Salad (GF)				
	House baked bread with butter				
	Entrées				
	Stout braised beef brisket				
	Lake michigan whitefish, remoulade on the side				
	Sides				
	Quinoa pilaf (GF)				
	Roasted baby potatoes with fresh herbs (GF)				
	House medley vegetables (GF)				
	Dessert As Part Of The Gold Package				
3	Donut Tiered Stand (3 guests attending after dinner a la carte priced)	\$	6.00	\$	18.0
	**no ceremonial cake cutting				
179	Add On-Late Night Snack (9pm)	\$	6.00	\$	1,074.0
	Classic american siders			-	
	Includes buffet linens, chafers, serving utensils, delivery and setup.				
Suble	otal for Food Service				\$8,484.0
					100.00



Cost of Services

			WES060124
MOUNT	DESCRIPTION	PRICE EACH	TOTAL
170			40 100 F
179	Full Bar Mixer Service (4:30pm-11pm) Main Bar Indoors, second bar setup on back patio weather permitting	\$17.50	\$3,132.50
	Includes club soda, tonic water, orange juice, cranberry juice, margarita mix,		
	Salt, soft drinks, bottled water, lemons, limes, cherries, olives, stirrer sticks, frill picks, clear disposable cups, ice, bar setups and tools		
	**only beer being served will be corona-extra limes		
	2 Signature His and Her Cocktails		
	Margaritas on the rocks		
	Cranberry mimosa		
	50 Cup coffee with all the fixings		
	Cass Catering will provide a referral for beer, wine and liquor purchase		
	with option for return credit		
179	Package Discount (bundled dinner and bar service)	(\$7.00)	(\$1,253.0
s	ubtotal for Beverage Service	1	\$1,879.5



Cost of Services

WES060124

AMOUNT	DESCRIPTION	PRICE EACH	TOTAL
2	Bartenders	\$315.00	\$630.00
	4:30pm-11pm Open Bar		
3	Waitstaff Attendants	\$0.00	\$0.00
	Passing apps and clearing during dinner		
	Included with a confirmed guest count of 150 or more		
	Normally \$150 each if under 150 guests		
Tol	tal Staffing Service		\$630.00



Cost of Services

IN\	0	CE	#
W	506	0124	ï

Amount	DESCRIPTION	PRICE EACH	TOTAL
150	China Included with the Gold Package	\$0.00	\$0.00
	Appetizer Plates		
	Appetizer Forks		
	Dinner Plates		
	Dinner Forks		
	Dinner Knives		
	Dessert Plates		
	Dessert Forks		
	Water Glasses		
	Water Pitchers		
	Salt and Pepper Shaker Sets		
	Includes delivery, setup, scrape, stack and pickup		
Total Basi	ol Service		\$0.00



Cost of Services

	INVOICE # WES060124
General Notes	
3 guests coming after dinner being billed for bar, dessert, and late night snack	
Round tables seated with 8 guests	
Square tables seated with 10 guests	
VIP tables - 4, 12 , 14 and the head table	



Cost of Services

SAMPLE LUNCHEON PROPOSAL

Catering Events		Remit Payment To: Cass Catering LL.C. P.O. Box 342 Lakeville MI 48366	PROPOSAL ID ROT050724
DATE OF FUNCTION	Tuesday, May 7, 2024	CUSTOMER ADDRESS:	
OCCASION	Rochester Rotary	TBD	
CUENT CONTACT	Steve Oehler		
CLIENT CONTACT PHONE:		7	
CUENT CONTACT CELL:	248 330 8226	DEUVERY ADDRESS:	
		Bashardar Carrena ita Usura	
A/P CONTACT:		Rochester Community House	
ARRIVAL TIME EST:		-1	
SERVICE TIME:	noon	FAX:	
GUEST COUNT:	30 estimated	EML: steveoehler79@gmail.com	
REFERRED BY::	Allan RCH		
A second			TOTAL
Amount		CRIPTION enf Service	101AL \$0.00
		age Service	\$0.00
	Buff	let Service	\$465.00
		tal Service	\$0.00
	Stoff	ing Service	\$0.00
		Rental cost Food & Severage Taxable Subtotal Service Charge Sales Tax Staffing Event Total	\$0.00 \$465.00 \$465.00 \$0.00 \$0.00 \$0.00 \$40.00 \$465.00
Final headcount & menus du	e no later than 12:00pm on this date:==>	5/3/2024	
Payment Type			
Credit Card	Credit Card Billing Add	dress:	
Expiration: Approval Code			
rippional code			
Payment Type			
Credit Card	Credit Card Billing Add	denere i	



Cost of Services

SAMPLE LUNCHEON PROPOSAL

			ROT050724
MOUNT	DESCRIPTION	PRICE EACH	TOTAL
30	Menu Selection	\$ 15.50	\$ 465.0
30	Weekly rotating menu with selections provided by Cass Catering	3 15.50	3 460.0
	Heavy totaling there with succions provided by case catering		
	Mini Salad Bar (separate table setup)		
	Variety of salad toppings		
	Variety of salad dressings		
	Bakery basket with butter		
	Smoked cut kielbasa with kraut- horseradish on the side		
	Mini potato pierogis with sour cream		
	House vegetables		
	Assorted cookies		
	Assorted cookies		
	**One vegan in attendance		
	Beverage		
	Assorted Soft Drinks		
	Unsweetened Iced Tea		
	Water Pitchers		
Includes	s real silverware, disposable plates and napkins, chafers, serving utensils, delivery, and setup. Double sided buffet setup		
	booble sided bollet setup		
Subtotal fa	x Buttet Service		\$465.0



Cost of Services

SAMPLE LUNCHEON INVOICE

	A C	S Experiences	c	emit Payment To: ass Catering L.L.C. P.O. Box 342 akeville MI 48366		INVOICE # ROT050724
outering	T cremes T	Experiences				
DATE OF FUNCT OCCASION CLIENT CONTAG CLIENT CONTAG CLIENT CONTAG A/P CONTACT: ARRIVAL TIME E	CT PHONE: CT CELL:	Tuesday, May 7, 2024 Rochester Rolary Steve Oehler 248 330 8226	TBD	WER ADDRESS: RY ADDRESS: ester Community House		
SERVICE TIME: GUEST COUNT: REFERRED BY::		noon 40 Confirmed Allan RCH	FAX: EML:	stevecehter?9@gmail.com		
				Г Г		
Amount			SCRIPTION			TOTAL
			sert Service			\$0.00
			rage Service fet Service			\$620.00
			tal Service			\$0.00
		Staff	ling Service			\$0.00
final headcour	f & menus due no l	aler than 12:00pm on this date:==>	5/3/2024	Rental cost Food & Baverage Taxable Subtetal Service Charge Sales Tax Staffing Event Total		\$0.00 \$420.00 \$620.00 \$0.00 \$0.00 \$0.00 \$0.00 \$620.00
Payment Type Credit Card Expiration: Approval Coo		Credit Card Billing Ad	dress:	1st Payment Processing % Total Due Balance Due	5/7/24	\$620.00 \$620.00 \$0.00

Credit Card Billing Address:

redit Card



Cost of Services

SAMPLE LUNCHEON INVOICE

					OICE
AMOUNT	DESCRIPTION	PRK	CE EACH	1	OTAL
40	Menu Selection	\$	15.50	\$	620.
	Weekly rotating menu with selections provided by Cass Catering				
	Mini Salad Bar (separate table setup)				
	Variety of salad toppings				
	Variety of salad dressings				
	Bakery basket with butter				
	Smoked cut kielbasa with kraut- horseradish on the side	<u> </u>			
	Mini potato pierogis with sour cream				
	House vegetables				
	Those Hegelands				
	Assorted cookies				
	**One vegan in attendance				
	Beverage				
	Assorted Soft Drinks				
	Unsweetened Iced Tea				
	Water Pitchers				
	Includes real silverware, disposable plates and napkins, chaters, serving utensils, delivery, and setup.	-			
	Double sided buffet setup				
		<u> </u>			
	Subtotal for Buffet Service				\$620.



Cost of Services

Please enjoy the sampling of photos from our various private catered events













































January 12th, 2023

To Whom it may concern:

Please let this serve as a letter of reference for Mr. Cass Przybylski and Cass Catering.

Over the last several years, Leader Dogs for the Blind has partnered with Mr. Przybylski and his team at Cass Catering on numerous Board, team and client events. Mr. Przybylski is incredibly responsive and very fair with his catering pricing. His menus are very creative, typically featuring seasonal ingredients, and his food is delicious! Mr. Przybylski's team is extremely professional and courteous; often going 'above and beyond' to assist our guests and support our team.

Cass Catering is our first choice when selecting a catering vendor and I highly recommend Mr. Przybylski and Cass Catering.

Sincerely, Jusan Mr. Danuels

Susan M. Daniels President & CEO





July 30, 2020

To whom it may concern,

I have been working with Cass Przybylski for more than six years. This November will be the seventh auction we have had the pleasure of working together. Our auction is a formal event held at U of D Jesuit averaging 550 guests and raises over \$500,000 annually for tuition assistance. The event starts with a silent auction including passed appetizers and multiple full bars, followed by a live auction including plated dinners and wine stewards, and concludes with a coffee bar and afterglow meal.

When looking for a caterer it was important that we hired someone who specialized in off-site catering due to the fact that our facilities are not set up to serve 550 plated meals at one time. Cass has somehow figured out how to turn our auxiliary gym into a full-blown working kitchen. The organizational charts, designated work areas, and over all supervision of the wait staff is definitely impressive. We also have donors who are very influential and having a chef who can interact with our donors professionally, produced high quality food with creative and trendy presentations is just icing on the cake. I have often said that Cass treats our guests as if they were his own.

It is also important for me to hire a chef that is a problem solver and forward thinking. Cass has proven that to us over and over again. Handling situations that arise before I am even made aware or by creatively solving a problem together such as bar lines, working our student volunteers into his wait staff, or cost effective menus are all things I can count on from Cass. I truly feel that having Cass as our caterer is a monumental reason why we are so successful. Being able to rely on Cass for every aspect of our catering, even last minute requests, allows me to attend to all other aspects of the evening. Last year about four weeks before our auction we were notified by Kosch Catering stating they had restructured the company and they would have an entirely new staff to work our event without Cass' involvement. After meeting with the Kosch ownership, it became very clear that they were in over their heads and our entire event was riding on Kosch Catering's ability to produce an effective team. After meeting with our leadership team, it was unanimous that we would not proceed without Cass working our event. This would have been a huge expense for us to walk away, but we felt it was less of a risk than proceeding. Cass had no personal obligation to come back and work our event, but he did. Not only did he say we could rely on him to come back and manage the auction reception, he also brought back the majority of his team that we could count on as well. It was truly one of our best events yet!

Moving forward our organization has used Cass Catering for numerous events and he has continued to show his integrity, reliability and professionalism. I highly recommend Cass and his team for all of your catering needs and welcome you to contact me to discuss further.

Sincerely,

Kath

Kathy Larabell-Renaud Director of Auction Kathy.larabell-renaud@uofdjesuit.org



References



Kollin VanDenHeuvel Local Guide · 37 reviews · 6 photos

\star \star \star \star \star a month ago

Cass Catering was an absolute dream to work with for our wedding buffet dinner. From the initial consultation to the tasting, planning, and the big day itself, they were a breeze to collaborate with. Their responsiveness and professionalism made the entire process seamless.

Now, about the food – it was phenomenal! While wedding buffet dinners often get lost in the shuffle, Cass Catering's dishes truly stole the show. The number of guests who couldn't stop talking about how delicious everything was is a testament to their culinary talent. From the appetizers to the main courses and late-night subs, every dish was expertly prepared and bursting with flavor.

If you're searching for a catering company that will elevate your wedding with exceptional food and service, look no further than Cass Catering. We couldn't be happier with our decision to entrust them with our special day.

Thank you, Cass Catering, for making our wedding dinner an unforgettable experience for us and our guests!



:

shanna cheng 11 reviews

\star \star \star \star \star 8 months ago

Cass catering did our wedding, and they went above and beyond. We met with 6-7 catering businesses, and we went with Cass because of his variety, customizability, and how kind/caring he is. My fiancé and I were planning our wedding from across the country, and Cass was always so understanding. We had a phone meeting where he ran through everything, making sure we understood exactly what he could offer. He answered all of our questions, and we never felt pressured or felt like we couldn't make requests. After our initial meeting, I knew we needed Cass to be our caterer.

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I asked Cass a lot of questions and was constantly emailing him changes to our package before arriving at the package we felt most comfortable with. Despite all of these iterations, Cass always responded with kindness and grace. He was so understanding.

We did our tasting 4 months before our wedding while we were in town doing other wedding stuff. He knew we were planning from a distance and again was accommodating. Cass is a great communicator!





References



A Lech 2 reviews · 3 photos

\star \star \star \star \star 2 years ago

Cass Catering made my wedding shower the perfect event! The food was creative and perfect for a winter "high tea" theme. Alex and the whole team did a fabulous job and were so professional and kind. I am looking forward to having Cass cater my wedding!



Lynn Marie Oates 7 reviews · 2 photos

★★★★★ 2 years ago

:

Working with Cass and his team was a dream! They made the planning so easy! Answered every questions quickly and were very professional and helpful. And, on the day of the event they were totally prepared and organized ahead of schedule. And most important the food was amazing! We received wonderful rave reviews from our guests! I highly recommend Cass Catering!!!





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Signed Contract Forms

Legal Statu	Legal Status of Bidder:				
The Ridder shall	e Bidder shall fill out the appropriate form and strike out the other two:				
	ini out the appropri	late form and s	rike out the other		
A corporation duly whom <u>CASS</u> signature is affixed to	organized and doing b PRZYBYLS/C/ to this proposal, is duly	usiness under the bearing the office authorized to exe	laws of the State of title of <u><i>Οω κ</i>e</u> cute contracts.	MICHIGA R	Nfor whose
A partnership all n	nembers of which, with	addresses, is:			
		< -			
			<u></u>		
					
AN INDIVIDUAL 18/00	SE SIGNATURE IS AFFIXED	TO THE PROPOSAL:		-	
CALCENT OF THE WHO		-			
AS EXPERIMENTAL, WHO					



Signed Contract Forms



CITY OF TROY OAKLAND COUNTY, MICHIGAN NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

CASS PRZYBYLSICI____, being duly sworn deposed, says that he/she (Print Full Name)

. The party making the foregoing proposal or bid,

OWNER is (State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in

said proposal or bid are true.

SIGNATURE OF PERSON SUBMITTING BID

0000 1 Devante RY'S SIGNATURE

Subscribed and sworn to before me this 5 day of June , 202 in and for Oauland County.

My commission expires:

7-16-26

Kelley R DeVantier NOTARY PUBLIC, STATE OF MICHIGAN COUNTY OF OAKLAND My Commission Expires 07-16-2026 Acting in the County of Caular



Signed Contract Forms



CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
- 2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- 3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2-Contracts.

N I am able to certify to the above statements.

CASS CATERING LLC Name of Agency/Company/Firm (Please Print)

CASS PRZYBYLS/C/ OWNER Name and title of authorized representative (Please Print)

6/4/24

Signature of authorized representative

[] I am unable to certify to the above statements. Attached is my explanation.

G:\Purchasing Forms - Instructions\Certification regarding debarment (2).doc



Signed Contract Forms



VENDOR CERTIFICATION THAT IT IS NOT AN "IRAN LINKED BUSINESS"

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

Vendor	
Legal Name	CASS CATERING LLC
Street Address	909 MCINTOSH CT
City	OAKLAND
State, Zip	MI 48363
Corporate I.D. Number/State	802381784
Taxpayer I.D. #	84-359 4962

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent:

21

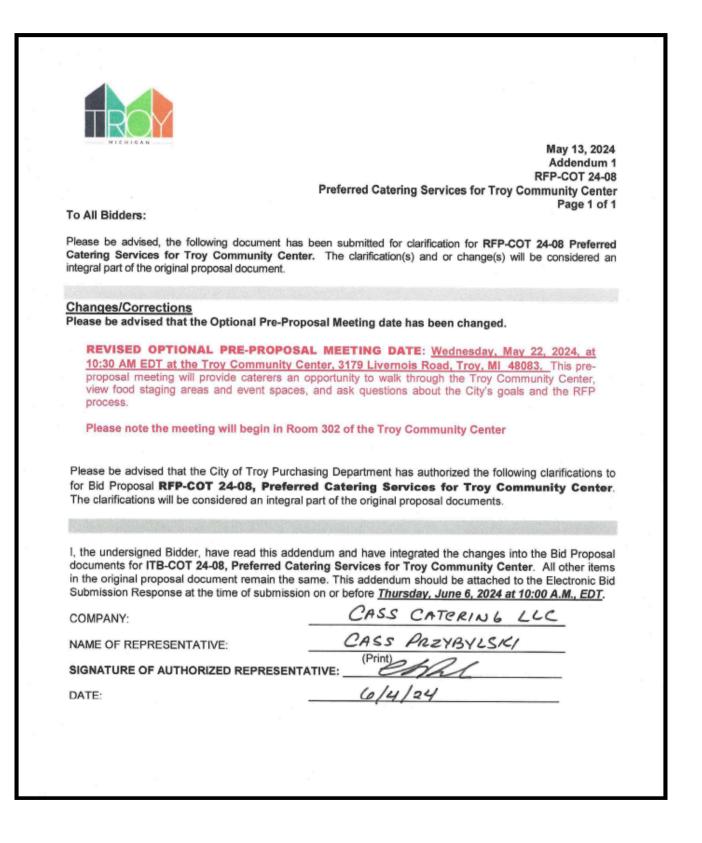
CASS PRZYRYLSICI Printed Name of Vendor's Authorized Agent: Witness Signature; Printed Name of Witness: ______AURA_ DRUBUSCI G:\BidLanguage_IranLinkedBusiness



Signed Contract Forms Proposer's Sworn and Notarized Familial Disclosure (to be provided by the Proposer) The undersigned, the owner or authorized officer of CASS CATERING (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of and any member of the City of Troy City Council or City of Troy Administration. List any Familial Relationships: BIDDER: CASS CATERING LLC By: Its: OWNER STATE OF MICHIGAN))ss. COUNTY OF Oakland) This instrument was acknowledged before me on the 5 day of June, 2024, by Alante les h Kelley R DeVantier NOTARY PUBLIC, STATE OF MICHIGAN COUNTY OF OAKLAND My Commission Expires 07-16-2028 Acting in the County of Ocular 18



Signed Contract Forms









About Cass Catering

Taste. Quality. Dependability.

These are the main ingredients for an extraordinary caterer. You can depend on Cass Catering to provide quality food that tastes amazing every time. From attended buffets to elaborate food displays, Cass Catering offers a unique range of menu selections and service formats to best fit your needs.

With over two decades of event planning experience, rest easy knowing that Cass Catering can make your vision come to life.





Breakfast

CLASSIC CONTINENTAL

- Fresh Baked Pastries And Muffins
- Bagels With Cream Cheese
- Fresh Cut Fruit Salad

WAFFLES AND PANCAKES

- Homestyle Waffles
- Buttermilk Pancakes
- Crispy Bacon
- Fresh Cut Fruit Salad

OMELETS COOKED TO ORDER

- Tomato
- Mixed Bell Peppers
- Onions
- Mushrooms
- Diced Ham
- Shredded Cheddar

\$150 Chef Attendant Fee Required. One Attendant Per 30 Guests

EARLY BIRD BREAKFAST BUFFET

- Fluffy Scrambled Eggs
- Buttermilk Pancakes
- Sausage Links
- Crispy Bacon
- Fresh Cut Fruit Salad

- Assorted Fruit Juice
- Signature Blend Coffee
- Hot Tea

\$13 Per Guest

\$8 Per Guest

- Cheesy Hash Brown Casserole
- Assorted Fruit Juice
- Signature Blend Coffee
- Hot Tea

\$14 Per Guest

\$15 Per Guest

- Cheesy Hash Brown Casserole
- Assorted Fruit Juice
- Signature Blend Coffee
- Hot Tea

- Cheesy Hash Brown Casserole
- Assorted Fruit Juice
- Signature Blend Coffee
- Hot Tea



Build a Brunch

INCLUDES THE FOLLOWING

- Sugar Glazed Ham Carving Station
- Chicken Piccata
- Baked Egg and Cheese Strata
- Crispy Bacon
- Potatoes With Peppers and Onions

\$20 per Guest

- Michigan Salad
- Fresh Cut Fruit Display
- Assorted Fruit Juice
- Signature Blend Coffee
- Hot Tea

Optional Brunch Add-Ons.

Blueberry Cream Cheese French Toast Bake: Add \$4 Per Guest Belgian Waffle Bar: Add \$4 Per Guest Buttermilk Pancake Bar: Add \$4 Per Guest Omelet Bar: Add \$7 Per Guest Quiche Assortment: Add \$4 Per Guest Avocado Crostini: Add \$3 Per Guest Assorted Tea Sandwiches: Add \$5 Per Guest Yogurt With Granola and Fresh Berries: Add \$3 Per Guest Biscuits With Gravy: Add \$3 Per Guest Assortment Of Bagels With Variety Of Cream Cheeses And Spreads: Add \$4 Per Guest Cinnamon Coffee Cake: Add \$3 Per Guest Assortment Of Fresh Baked Muffins: Add \$3 Per Guest Blueberry Scones: Add \$2 Per Guest Assortment Of Mousse Dessert Shooters: Add \$3 Per Guest

Cookie Dough Truffles: Add \$3 Per Guest

75 guest minimum required

Package substitutions not permitted



Deli Board

***BOXED LUNCH**

- Thick Stacked Sandwich On Deli Style Bread
- Lettuce, Tomato, And Cheese
- Choice Of Two Sides For All Boxes
- Bag Of Sea Salt Kettle Chips
- Chocolate Chunk Cookie
- Appropriate Utensils and Condiments

Side Options

Italian Pasta Salad, Cole Slaw, Redskin
 Potato Salad, Broccoli With Bacon Salad,
 Roasted Cauliflower Salad, Fresh Cut Fruit

\$12 Per Guest

Deli Meat Options

 Ham, Turkey, Roast Beef, Albacore Tuna, Chicken Salad, or Vegetarian Mediterranean Wrap

Meat Upgrade Options

- Chicken Club: Add \$2
- Beef Tenderloin: Add \$8
- Veggie Muffuletta: Add \$3

*Includes Up To 3 Meat Options Per Order Additional Varieties: Add \$2 Each Per Boxed Lunch Minimum 25 Box Requirement

DELI LUNCH BUFFET

- Build Your Own Sandwiches
- Includes A Selection Of Deli Style Breads
- Choice Of Three Meats
 - Ham, Turkey, Roast Beef, Albacore Tuna, Chicken Salad, Vegetarian Tapenade
- Includes A Selection Cheeses
- Lettuce and Tomato

\$74 per Guest

- Cheese Tortellini Pasta Salad
- Fresh Cut Fruit
- Assorted Bags Of Kettle Chips
- Relish Tray With Pickles and Olives
- Mustard, Mayonnaise, And Grey Poupon

Add Soup: \$3 Per Guest Homestyle Chicken Noodle Tomato Bisque Cream Of Broccoli Seasonal Selection



Buffet Selections

Includes Your Choice Of Entree(s), One Pasta, One Vegetable, and One Starch Also Includes A Mixed Greens Salad With Ranch And House VInaigrette Up To Five Chef Selected Cold Side Salads Bakery Basket With Butter

25-49 GUES	STS	50-99 GUES	STS	100-199 GÜE	STS	200+ GUES	TS	
One Entree	\$16	One Entree	\$14	One Entree	\$12	One Entree	\$10	
Two Entrees	\$18	Two Entrees	\$16	Two Entrees	\$14	Two Entrees	\$12	
Three Entrees	\$20	Three Entrees	\$18	Three Entrees	\$16	Three Entrees	\$14	
ENTREE SE		ONS						
 Traverse Cit 	y Chicke	en		Cabernet I	Cabernet Mushroom Roast Beef			
 Chicken Ma 	rsala			 Bistro Styl 	Bistro Style Roast Beef			
 Chicken Flo 	rentine			Rosemary	Rosemary Au Jus Roast Beef			
Chicken Pic	cata			Herb Encre	usted W	hitefish		
 Italian Chicl 	ken			 Grilled Chi 	cken Sa	ltimbocca		
Bone In But	ter Crun	nb Chicken		 Vegetariar 	n Portab	ello Romesco		
Bone In Len	non Rose	emary Chicken		Provencal	Ratatou	ille		
PREMIUM	ENTRE	E SELECTION	S					
Roasted Pri	ime Rib /	Au Jus: Add \$7		Maple Peo	 Maple Pecan Pork Chops: Add \$3 			
 Mediterran 	ean Saln	non: Add \$4		Apricot A	 Apricot And Sage Pork Loin: Add \$2 			
 Panko Encr 	rusted Sa	almon: Add \$4		Fall Spice	d Apple	Pork Loin: Add \$2		
PASTA SEL	ECTIO	NS						
Bowtie Pasta With Garlic Butter		Penne Pal	Penne Palomino					
 Bowtie Past 	ta Alfred	ο		Macaroni	And Che	ese		
 Penne With 	Marinar	а		• Pasta Prim	navera (C	GF)		
Penne With	Meat Sa	uce: Add \$2		Meat Or Ve	egetaria	n Lasagna: Add \$3		
		GETABLE SELE		IS				
 Italian Roas 	ted Reds	skin Potatoes		House Mee	dley			
 Parmesan V 	 Parmesan Whipped Potatoes 		Green Bea	Green Bean Almondine				
• Au Gratin Po	otatoes			Maple Glaz	Maple Glazed Carrots			
 Scalloped P 	otatoes			Roasted C	Roasted Cauliflower			
 Garden Veg 	etable R	ice Pilaf		Roasted B	roccoli			



Themed Buffet Menu \$18 per Guest

PURE MICHIGAN

- Chef's Selection: Chicken And Waffle Bites
- Salad: Greek Town Salad
- Entree: Better Made Encrusted Chicken Breast Corridor Sausage, Penne, Peppers and Onions

CITY SLICKER GRILL

- Chef's Selection: Traditional Antipasto Platter
- Salad: Bistro Salad- Mixed Greens, Chevre Croutes, Bacon, Orange Segments, Slivered Red Onion, Mustard Vinaigrette
- House Baked Rolls: Honey Butter
- Pasta: Smoked Mac and Cheese

SIZZLING FAJITAS

- Chef's Selection: House Fried Tortilla Chips, Pico De Gallo, Guacamole, Queso and Mini Tostadas
- Salad: Lettuce, Taco Beef, Seeded Tomatoes, Cheese, Refried Beans, Tostada Sauce, House Ranch
- Entree: Steak, Chicken and Veggie Fajita Fixings

SEAFOOD BAKE

- Chef's Selection: Cheese and Cracker Platters
- Includes: Balsamic Glazed Chicken, Jumbo Shrimp, Mussels, Smoked Kielbasa, Red New Potatoes. Corn Cobs

SOUTHERN COMFORT

- Chef's Selection: Fried Green Tomatoes
- Selection Of Cold Salads: Dill Potato Salad. Creamy Macaroni Salad, Sweet Vinaigrette Slaw
- House Baked Rolls: Honey Butter
- Pasta: Mac And Cheese

- Corn Bread: Honey Butter
- Sides: Motown Mac and Cheese. Lazv Kabob Vegetables
- Dessert: Sander's Cream Puff Sundaes

\$26 per Guest

- Entree: Certified Angus NY Striploin and Grilled Chicken Monterrey
- Sides: Baby Baked Potatoes, Grilled Asparagus & Citrus Butter
- Dessert: NY Style Cheesecake with Drunken **Strawberries**

\$22 per Guest

- Sides: Cilantro Lime Rice, Smokey Black Beans, Mexican Street Corn "Elote"
- Dessert: Cinnamon Churros, Vanilla Ice Cream and Cinnamon Chocolate Ganache Sauce

\$35 per Guest

- Creamy Cole Slaw
- Cheddar Garlic Biscuits: Butter
- **Dessert:** Strawberry Shortcake

\$23 per Guest

- Entree: Buttermilk Fried Chicken and Honey Glazed Sugared Ham
- Sides: Buttery Whipped Potatoes, Gravy, **Creamy Shoepeg Corn**
- Dessert: Banana Rum Bread Pudding Consuming raw or undercooked eggs, meat, shellfish and seafood may increase your risk of food borne illnesses.



Soup and Salad Bar

INCLUDES THE FOLLOWING

- Artisan Salad Greens
- Romaine Lettuce
- Iceberg Lettuce
- Cucumbers
- Tomatoes
- Shredded Carrots
- Mixed Bell Peppers
- Red Onion
- Hard Boiled Eggs
- Dried Cherries
- Pickled Beets
- Garbanzo Beans
- Black Olives
- Croutons

Soups: Pick Two

- Homestyle Chicken Noodle
- Tomato Bisque (VG)
- Cream Of Broccoli
- Minestrone
- Vegetable Tortellini

\$16 Per Guest

Proteins: Pick Two

- Julienned Ham
- Julienned Turkey
- Shredded Mozzarella
- Shredded Cheddar
- Cottage Cheese
- Feta Cheese

Protein Upgrade Options:

- Candied Walnuts: Add \$1
- Fresh Mozzarella: Add \$2
- Grilled Chicken: Add \$2
- Chicken Salad: Add \$2
- Blackened Salmon: Add \$4
- Grilled Steak: Add \$8

Dressings Included:

- Buttermilk Ranch
- House Vinaigrette (GF) (V)
- Strawberry Vinaigrette



50 guest minimum required Certain items subject to availability



Smokehouse BBQ

50-	99	GU	ESTS
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100-199 GUESTS

200+ GUESTS

Per Guest \$22

Per Guest

Per

Per Guest \$17

INCLUDES THE FOLLOWING

- BBQ Pulled Pork
- Bone In BBQ Chicken
- Shredded BBQ Beef Brisket
- Dry Rubbed Spareribs
- Kaiser Rolls
- Assortment Of Sauces

• Loaded Pit Beans

\$18

- Smoked Mac And Cheese
- Sweet Vinaigrette Cole Slaw
- Smokehouse Potato Salad
- Corn Bread With Butter
- Relish Tray



Onsite grilling available for an additional \$150-Includes grill and grill chef



Mix and Match BBQ

DOUBLE TROUBLE \$13

- Two Entree Selections
- Two Hot Sides
- Two Cold Sides
- Assorted Potato Chips
- Relish Tray
- Appropriate Condiments

TRIFECTA \$16

- Three Entree Selections
- Two Hot Sides
- Two Cold Sides
- Assorted Potato Chips
- Relish Tray
- Appropriate Condiments

HOG HEAVEN \$19

- Four Entree Selections
- Two Hot Sides
- Two Cold Sides
- Assorted Potato Chips
- Relish Tray

Boneless BBQ Chicken Breast: Add \$1

Marinated Chicken Kabobs: Add \$3

Shredded BBQ Beef Brisket: Add \$4

Marinated Steak Kabobs: Add \$6

• Southern Pulled Pork: Add \$2

• Dry Rubbed Ribs: Add \$5

Grilled Salmon: Add \$5

Scalloped Potatoes

Au Gratin Potatoes

Roasted Cauliflower

Creamed Spinach

Smoked Mac and Cheese

Appropriate Condiments

- ENTREE SELECTIONS
- All Beef Hot Dogs
- Italian Sausage With Peppers and Onions
- Smoked Kielbasa
- 1/4# Hamburgers
- 1/4# Turkey Burgers
- Veggie Burgers
- Bone In BBQ Chicken Breast

HOT SIDES

- Loaded Pit Beans
- Corn Cobs With Butter
- Steamed Vegetable Medley
- Roasted Redskins Potatoes
- Cheddar Whipped Potatoes

COLD SIDES

- Creamy Cole Slaw
- Sweet Vinaigrette Cole Slaw
- American Potato Salad
- Dill Redskin Potato Salad
- Macaroni Salad
- Italian Pasta Salad
- Smokehouse Potato Salad
- Fresh Cut Fruit Salad

- Raw Veggie Platters With DipGarden Salad With Dressing
- Classic Caesar Salad
- Summer Greens Salad With Berries
- Cheese Tortellini Pasta Salad
- Broccoli With Bacon Salad
- Roasted Cauliflower Salad
- Corn Bread Squares With Butter



ppetizers

Includes A One Hour Service Window Additional Hours Can Be Added For \$100 Per Full Hour Appetizers Can Be Tray Passed-Additional Staffing Fees Will Apply

\$80 PER 50 PIECES

Smoked Meatball Bites Faygo BBQ Sauce

Chicken and Waffle Bites Maple Chardonnay Drizzle

> **Spanakopita** Tzatziki Sauce

Sourdough Grilled Cheese Creamy Dill Havarti, Roasted Tomato Bisque

Char-Grilled Chicken Caesar Crostini Parmesan, Onion,Tomato, Crisp Caper

Cabana Caprese Skewers (GF) Melon, Fresh Mozzarella, Mint Pesto

Feta and Watermelon Lollipops (GF) Extra Virgin Olive Oil, Cracked Black Pepper

Sweet Pepper and Tomato Bruschetta

Parmesan, Balsamic Glaze

\$110 PER 50 PIECES

Chicken Brochettes (GF) Green Pepper, Tzatziki

Crab Rangoon Honey Orange Sauce

Antipasto Kabobs Tomato, Salami, Fresh Mozzarella, Balsamic

> Caribbean Risotto Cakes (VG) Mango Jalapeno Relish

> > Vegetable Spring Rolls Duck Sauce

Spicy Pork Medallions Honey Pineapple Relish

Cherry Pecan Goat Cheese Truffles (GF) Dried Cherries, Pecans, Chevre Cheese

> Mini Beef Wellingtons Creamy Horseradish Sauce

\$160 PER 50 PIECES

Jumbo Shrimp Cocktail (GF) Horseradish Vodka Cocktail Sauce

> Petite Crab Cakes Red Pepper Aioli

Seared Tuna Wontons Cucumber, Avocado, Pickled Red Onion

Spicy Shrimp and Watermelon Gazpacho (GF) Served As A Shooter Coconut Chicken Tenders Honey Pineapple Relish

Beef Medallion Crostinis Whole Mustard and Horseradish Sauce

Beef Brochettes (GF) Roasted Red Pepper, Juniper Demi Clace

> Blue Cheese Stuffed Dates Bacon Wrapped



ppetizers

TABLESCAPE DISPLAYED

Grilled and Chilled Vegetable Display Balsamic Glaze, Grated Parmesan \$6 Per Guest

Imported and Domestic Cheese Board

Grape Clusters, Seasonal Berries, Skillet Toasted Whole Almonds, Imported Crackers, Lightly Toasted Baguette Slices, Garnished with Fresh Herbs \$5 Per Guest



Fresh Cut Fruit Honey Dew, Cantaloupe, Pineapple, Strawberries, Grape Clusters \$5 Per Guest

Crudité Vegetables Onion Dill Dip, Buttermilk Ranch \$4 Per Guest

Summer Bruschetta Grazing Board

Heirloom Tomato and Basil Salad, House Boursin, Preserved Lemon Hummus, Ricotta with Honey and Micro Basil **\$4 Per Guest**

Dips and Spreadables

Warm Parmesan and Artichoke Fondue with Pita Chips, Roasted Vegetable Tapenade with Garlic Crostini, Preserved Lemon Hummus with Soft Pita \$4 Per Guest

Hummus and Tabouli

Creamy Garlic Hummus Fresh Chopped Tabouli Crisp Pita Chips **\$5 Per Guest**



Napa Valley Flat Breads Charred Vegetable Smokey Black Beans and Jack Cheese Smoked Chicken Caramelized Onions, And Goat Cheese Buffalo Chicken Blue Cheese, Shaved Celery and Carrots \$6 Per Guest

Charcuterie

Soppressata, Genoa Salami, Pepperoni, Prosciutto, Assorted Imported and Domestic Cheeses, Ciliegine Caprese Salad, Marinated Portobello Mushrooms, Imported Marinated and Cured Olives, Balsamic Braised Cipollini, Tapenades and Spreads, Grape Clusters, Assorted Dried Fruit, Rosemary Sprigs, Tuscan Bread, Crostini, Sliced Baguettes, Skillet Toasted Whole Almonds **\$8 Per Guest** (25 Guest Minimum)



Bite Sized Desserts

Add A Touch Of Sweetness To Your Cass Catering Experience With Any Of Our Bite Sized Sweets Created Especially For You By Our In House Pastry Chef Minimum 2 Dozen Per Type and Flavor

COOKIES BY THE DOZEN \$15 PER DOZEN

Chocolate Chunk White Chocolate Macadamia Nut Oatmeal Raisin Oatmeal Cranberry Walnut Seasonal (Ask For Details!)



BROWNIES BY THE DOZEN \$20 PER DOZEN

Decadent Fudge

- **Candied Walnut**
- Oreo Crumble

Mini M&M

MOUSSE SHOOTERS BY THE DOZEN \$36 PER DOZEN

Key Lime Pie Mixed Wild Berry Chocolate Nutella Espresso Seasonal (Ask For Details!)



COBBLER CUPS BY THE DOZEN \$26 PER DOZEN

Traverse City Cherry Washington Apple Georgia Peach Wild Blueberry



Dessert Displays

NOVELTY ICE CREAM BARS WITH DECORATIVE ICE CREAM CART

24ct Ice Cream Sandwiches \$36 Per Box

> **24ct Bomb Pops** \$48 Per Box

24ct Vanilla Drumsticks \$50 Per Box

24ct Strawberry Shortcake Bars \$50 Per Box

*Decorative Ice Cream Cart \$150 Per 6 Hour Rental

*Included with a minimum \$500 ice cream bar purchase



ICE CREAM SUNDAE STATION \$5 PER GUEST + \$100 ATTENDANT

Vanilla and Chocolate Ice Cream Hot Fudge And Caramel Sauce Maraschino Cherries Candy Toppings Whipped Cream Sprinkles



GRAND DESSERT TABLE \$6 PER GUEST

Pastry Chef Selected Variety Of

Cookies Brownies Mousse Shooters

Also Includes A Selection Of

Cakes Tortes Miniature Pastries



Prinks

A LA CARTE

\$2 EACH INCLUDES COOLERS AND ICE

- Assorted 12 oz Canned Soft Drinks
- 16.9 oz Bottled Water
- Assorted 12 oz Lacroix Sparkling Water
- 12 oz Lipton Brisk Iced Tea
- Assorted 10 oz Bottled Juice



BULK BEVERAGES

PRICED PER CARAFE SIZE INCLUDES ALL THE FIXINGS AND CUPS

Carafe Size	25 Cup	100 Cup
Regular Coffee	\$45	\$165
Decaf Coffee	\$45	\$165
Hot Tea	\$45	\$45
Hot Chocolate	\$38	\$140
Iced Coffee	\$45	\$165
Lemonade	\$25	\$90
Iced Tea	\$30	\$110
Orange Juice	\$40	\$155
Cranberry Juice	\$40	\$155





FAQ's

ARE THERE TIME LIMITS FOR MY CATERING SERVICE?

Service windows are based on your finalized guest count, type of menu and type of service. These will be established during your initial proposal and once your order is finalized. Extensions to included service windows are permitted and will be billed accordingly by the hour.

WHAT IS THE PROCESS FOR SECURING MY CATERING?

A 50% non refundable payment and signed agreement is required to confirm a date with Cass Catering. Once confirmed, all order must be finalized no later than 10 days prior to your event date.

WHEN DO I NEED TO FINALIZE MY ORDER AND PAY MY BALANCE?

Orders need to be finalized no later than 10 days prior to your event date. Once finalized, any remaining balance due must be paid prior to the event date in full.

WHAT FORMS OF PAYMENT DOES CASS CATERING ACCEPT?

Cass Catering accepts cash, check, zelle, and all major forms of credit cards.

ARE THERE ANY ADDITIONAL FEES?

All prices are subject to Michigan sales tax and a 25% service charge. The service charge bundles the cost of delivery, setup, breakdown, and staff wages into one flat rate. In some circumstances, fuel charges may be added if necessary due to distance required for us to travel.

WHAT IS INCLUDED WITH MY CATERING?

We include all appropriate high grade disposables, buffet linens for food and beverage service ordered, chafing dishes with fuel if applicable, serving utensils, and buffet attendant(s) to maintain your food and beverage setups.

CAN WE RENT REAL PLATES, FLATWARE AND ADDITIONAL LINENS?

YES! Please inquire for pricing and details.

DO YOU HAVE ANY MINIMUM REQUIREMENTS?

We try to maintain a minimum expense requirement of \$1,000 per order. Under certain circumstances, we may be able to accommodate your order if it is less based on specific details of what is requested. Many things play a factor when deciding if we can accept your order below our minimum requirement.

DO I GET TO KEEP MY LEFTOVERS?

YES! We just ask that you provide proper packaging materials. Cass Catering does not include carryout containers with our services.







About Cass Catering

Taste. Quality. Dependability.

These are the main ingredients for an extraordinary caterer. You can depend on Cass to provide quality food that tastes amazing every time. From attended buffets to elaborate food displays, Cass offers a unique range of menu selections and service formats to best fit your needs.

With over two decades of event planning experience, rest easy knowing that Cass can make your vision come to life.

SERVICE

Cass Catering provides all necessary wait staff to clear and clean throughout the contracted services. Every gathering is also provided with Plateware, Flatware, Table Water Service and Dessert Management. *BBQ and Casual Wedding Packages are served utilizing **disposable** tableware and flatware.

PACKAGE STYLES

Buffet Style is a large display of varying food selections and is serviced by Staff Members.

Family Style is executed by providing each table with large platters and bowls of food which are then passed, just like you might do with your own family at home. This is a great option if you want to keep people seated at tables but don't want something as formal as a plated meal.

Plated Style is considered the most traditional reception style. Meals are served as all the guests are seated creating an intimate formal Dinner.

Plated Duet Style is similar to Plated Style but offers each guest a combination of Two Entrees instead of One. Place Cards only required if a Dietary Restricted Guest is Present.

Strolling Dinner Style is a unique way to get your guests mingling while exploring a variety of Menu Items, featuring multiple stations set up throughout the Venue.





Brunch Menu

BRUNCH BUFFET PACKAGE

- Fluffy Scrambled Eggs
- Buttermilk Pancakes
- Belgian Waffles

\$22 per Guest

- Fresh Cut Fruit DIsplay
- Crispy Bacon & Sausage Links
- Cheesy Potato Casserole

Add-On Brunch Options

Strawberry Cream Cheese French Toast Bake (Add \$4 Per Guest) Sliced Fresh Fruit And Berries (Add \$3 Per Guest) Assortment Of Bagels And Toast With Variety Of Cream Cheeses And Spreads (Add \$4 Per Guest) Cinnamon Coffee Cake (Add \$2 Per Guest) Assortment Of Fresh Baked Muffins (Add \$3 Per Guest) Sugar Glazed Ham Carving Station With Accompaniments (Add \$5 Per Guest) Oven Browned Turkey Carving Station With Accompaniments (Add \$6 Per Guest)



BBQ Wedding

*Package is served **Buffet Style** and is provided with **Disposable** Plateware and Flatware.

2 ENTREE PACKAGE

4 ENTREE PACKAGE

- Choice of Two Individual Appetizers
- Choice of BBQ Entrees
- Choice of Two Hot BBQ Sides

\$25 per Guest \$35 per Guest

- Choice of Two Cold BBQ Sides
- House Fried Potato Chips
- Relish Tray of Pickles & Olives
- Condiments & Buns



ENTREES

Italian Sausage with Peppers & Onions Polish Sausage with Kraut 1/4 pound Hamburgers 1/4 pound Veggie Burgers BBQ Chicken Breast Pulled BBQ Chicken Marinated Chicken Kabobs (Add \$1.00/guest) Southern Pulled Pork (Add \$1.50/guest) Southern Pulled Pork (Add \$1.50/guest) Smoked Pork Spareribs (Add \$2.00/guest) Texas Style Beef Brisket (Add \$2.00/guest) Marinated Steak Kabobs (Add \$2.50/guest) 12oz New York Strip Steaks (Add \$3.00/guest)

HOT BBQ SIDES Ranch Style Baked Beans Pint-size Corn Cobs with Dill Butter

HOT BBQ SIDES CONT.

Steamed Seasonal Vegetables Roasted Redskin Potatoes Braised Collard Greens Creamy Scalloped Potatoes Cheesy Au Gratin Potatoes Baked Macaroni & Cheese Petite Baked Potato with Fixin's Cheddar Whipped Potatoes

COLD BBQ SIDES

Smokehouse Potato Salad Italian Pasta Salad Sweet Cornbread Muffins Cheesy Tortellini Salad Broccoli with Bacon Salad Creamy Coleslaw Vinaigrette Coleslaw



Casual Wedding

*Package is served Buffet Style and is provided with Disposable Plateware and Flatware.

PURE MICHIGAN

- Passed Appetizer: Chicken And Waffle Bites
- Salad: Greek Town Salad
- Entree: Better Made Encrusted Chicken Breast, Corridor Sausage, Penne, Peppers and Onions

\$25 per Guest

- Corn Bread: with Butter
- **Sides:** Motown Mac and Cheese, Lazy Kabob Vegetables
- Dessert: Sander's Cream Puff Sundaes

CITY SLICKER GRILL

- Appetizer: Traditional Antipasto Platter
- Salad: Bistro Salad- Mixed Greens, Chevre Croutes, Bacon. Orange Segments, Slivered Red Onion, Mustard Vinaigrette
- House Baked Rolls: With Butter



- Entree: Certified Angus NY Striploin and Grilled Chicken Monterrey
- Sides: Baby Baked Potatoes, Grilled
 Asparagus & Citrus Butter
- Dessert: NY Style Cheesecake with Drunken
 Strawberries

SIZZLING FAJITAS

- **Appetizer:** House Fried Tortilla Chips, Pico De Gallo, Guacamole, Queso.
- **Salad:** Ground Beef, Lettuce, Tomatoes, Cheese, Refried Beans, And Tostada Sauce
- Entree: Steak, Chicken and Shrimp Fajita Fixings

SEAFOOD BAKE

- Appetizer: Cheese and Cracker Platters
- Includes: Balsamic Glazed Chicken, Jumbo Shrimp, Mussels, Smoked Kielbasa, Red New Potatoes, Corn Cobettes

- \$26 per Guest
- Sides: Cilantro Lime Rice, Smokey Black
 Beans, Mexican Street Corn "Elote"
- Dessert: Cinnamon Churros, Vanilla Ice Cream and Cinnamon Chocolate Ganache Sauce



- Creamy Cole Slaw
- Cheddar Garlic Biscuits With Butter
- Dessert: Strawberry Shortcake



Casual Wedding Cont'd

SOUTHERN COMFORT

- Appetizer: Fried Green Tomatoes, Kickback Sauce
- Selection Of Cold Salads: Dill Potato Salad,
 Creamy Macaroni Salad, Sweet Vinaigrette Slaw
- House Baked Rolls: With Butter
- Pasta: Mac And Cheese

\$25 per Guest

- Entree: Buttermilk Fried Chicken and Honey Glaze Sugared Ham
- Sides: Buttery Whipped Potatoes, Gravy,
 Creamy Shoepeg Corn
- **Dessert:** Banana Bread Pudding and Rum Sauce

PIZZA & PASTA

- Appetizer: Fried Ravioli with Marinara Dip
- Salad: Antipasto Salad
- Pasta: Penne With Bolognese and Farfalle Alfredo

\$23 per Guest

- Breadsticks With Butter
- Pizza: Pepperoni Margherita,
 Veggie Lovers
- Dessert: Warm Brownie A La Mode







Buffet Style

- Appetizer Imported and Domestic Cheese Board (see menu for details)
- Choice of One Salad
- Choice of One Pasta

\$34 per Guest

\$44 per Guest

- Choice of Two Entrees Add A Third Entrée
 for only \$5 Per Guest
- Choice of Two Sides
- House Baked Rolls with Butter

GOLD PACKAGE

- Choice of One Display Appetizer
- Choice of Two Individual Appetizers
- Choice of One Salad
- Choice of One Pasta

- Choice of Two Entrees- Add A Third Entrée for only \$5 Per Guest
- Choice of Two Sides
- House Baked Rolls with Butter
- Choice of One Late Night Treat





Family Style

- Appetizer Imported and Domestic Cheese Board (see menu for details)
- Choice of One Salad
- Choice of One Pasta

\$43 per Guest

\$53 per Guest

- Choice of Two Entrees Add A Third Entrée for only \$5 Per Guest
- Choice of Two Sides
- House Baked Rolls with Butter

GOLD PACKAGE

- Choice of One Display Appetizer
- Choice of Two Individual Appetizers
- Choice of One Salad
- Choice of One Pasta

- Choice of Two Entrees- Add A Third Entrée for only \$5 Per Guest
- Choice of Two Sides
- House Baked Rolls with Butter
- Choice of One Late Night Snack





Plated Style

- Appetizer Imported and Domestic Cheese Board (see menu for details)
- Choice of One Salad

Choice of One Entree

\$47 per Guest

\$57 per Guest

(vegetarian offered as needed)

- Choice of Two Sides
- House Baked Rolls with Butter

GOLD PACKAGE

- Choice of One Display Appetizer
- Choice of Two Individual Appetizers
- Choice of One Salad

- Choice of One Entree
 (vegetarian offered as needed)
- Choice of Two Sides
- House Baked Rolls with Butter
- Choice of One Late Night Treat





- Appetizer Imported and Domestic Cheese Board (see menu for details)
- Choice of One Salad

- Guest is Served a Combination of Two Entrees (vegetarian offered as needed)
- Choice of Two Sides
- House Baked Rolls with Butter

\$65 per Guest

- **GOLD PACKAGE**
- Choice of One Display Appetizer
- Choice of Two Individual Appetizers
- Choice of One Salad

- Guest is Served a Combination of Two Entrees (vegetarian offered as needed)
- Choice of Two Sides
- House Baked Rolls with Butter
- Choice of One Late Night Treat



Strolling Style

3 STATION PACKAGE

4 STATION PACKAGE

5 STATION PACKAGE

\$45 per Guest \$55 per Guest \$65 per Guest

Station Selections -

Mexican Town: Chef-Assembled Fiesta Sampler Flights - Hand-Mixed Fresh Guacamole with Lime and Tortilla (V) Chili-Rubbed Flank Steak, Adobo Pepper Jam, and Fresh Cilantro Crema, Roasted Corn Polenta, Black Bean Puree with Garlic (V)

Greek Town: Baby Lamb Sliders & Trio of Hummus - Gyro-Spiced Lamb Sliders, Pita Buns, Creamy Tzatziki, and Kasseri Cheese. Traditional Tahini Hummus, Mediterranean-Style Hummus with Cucumber, Kalamatas, and Fresh Feta. Robust Roasted Garlic and Lemon Hummus (V)

Motown: Chef-Attended Creamy Mac n' Cheese Bar (V-optional) - Al Dente Cavatappi and Elbow Macaroni. Cheddar-Stout Sauce and Manchego-Brie Sauce. Fixings Include - Diced Smoked Beef Brisket, Diced Tomato, Peas, Crispy Onions, Blue Cheese Crumbles, Scallions

Main Street Market Deli Station - Smoked Brisket Sandwich- Sliced Beef Brisket, Onion Kaiser, Creamy Slaw, Smoked Cheddar and Canadian Rye Whiskey BBQ Sauce. Turkey Slider-Whiskey Braised Red Onion, Gouda and Cranberry Hooch Aioli. Dill Havarti Grilled Cheese Fingers With Tomato Bisque Dip. Also Includes House Fried Potato Chips Eastern Market: Farm-to-Table Salad Station (V) - Caesar Salad—Chopped Romaine, Butter Croutons, Parmesan Cheese, Cracked Black Pepper, served with Caesar Dressing Traverse City Special—Baby Spring Mix, Candied Walnuts, Blue Cheese Crumbles, Sliced Michigan Apples and Michigan Tart Cherry Vinaigrette Dearborn Fattoush—Chopped Romaine, Toasted Pita Bread, Fresh Cherry Tomatoes, Chickpeas, Red Cabbage, Mini Cucumbers, Sliced Red Onions, Parsley, Mint and a Tangy Lemon Vinaigrette

Charcuterie Station - Assortment of Salamis, Sausages and Prosciutto, Rustic Bakery Breads, Crostini and Parmesan Crisps, Cheese Board, Assortment of Pickles and Olives

Dancin' in the Streets: Detroit Dessert Bar -

Mini Hot Fudge Cream Puffs Mini Faygo Root Beer Floats Mini Vernors Ginger Ale Floats

Ice Cream Sundae Bar - Includes a Full Topping Bar with Candy Crumbles, Fruit Toppings, Hot Fudge, Caramel, and Whipped Cream. Includes Three Flavors: Vanilla, Chocolate, and Strawberry,



Uppetizers

INDIVIDUAL APPETIZERS

CHICKEN

Chicken and Waffle Bites - Maple Chardonnay Drizzle

Chicken with Mushroom Duxelle - Wrapped in Puff Pastry

Carolina Style Pulled Chicken Canape - Corn Muffin, Micro Slaw

Char-Grilled Chicken Caesar Crostini -Chiseled Parmesan, Slivered Onion, Grape Tomato, Crisp Caper

Coconut Chicken Tenderloins - Pineapple Jalapeno Relish

Chicken Brochettes (GF) - Coconut Lemongrass, Peanut

VEGETARIAN

Caprese Skewers (GF) - Cilliegini, Tomato, Basil and Balsamic Reduction

Feta and Watermelon Lollipops (GF) - Extra Virgin Olive Oil, Cracked Black Pepper

Sourdough Grilled Cheese - Creamy Dill Havarti, Roasted Tomato Bisque

Risotto Croquettes - Chiseled Parmesan, Olive Tapenade

Elote Flat Breads - Roasted Local Corn, Cotija Cheese, Micro Cilantro

Local Cherry Pecan Goat Cheese Truffles (GF) - Dried Cherries, Toasted Pecan, Chevre Cheese

Fillo Wrapped Asparagus Tips - Asiago and Blue Cheese

PORK

Shallot Devilish Eggs - Niman Ranch Pork Belly, Crisp Caper

Spicy Pork Medallions - Pineapple Jalapeno Relish, Micro Cilantro

Bacon Wrapped Water Chestnuts (GF) -Sweet Thai Chili Glaze

Ham Pate - Smoked Ham, Creamy Dill Havarti, Cornichons, Sourdough Cracker

BEEF

Rosemary Beef Tenderloin Brochette -Roasted Red Peppers, Juniper Demi-Glace

Filet with Mushroom Duxelle - Wrapped in Puff Pastry, Horseradish Aioli

Braised Shortrib Canapes - Piped Parsnip, Potato Blini

Steak Crostini - Gorgonzola, Blueberry Onion Marmalade

Smoked Meatball Bites - Local Soda BBQ Sauce

Beef Bruschetta - Filet, Scallion Tomato Relish, Caramelized Garlic, Micro Arugula

SEAFOOD

Quick Smoked Salmon Tartare (GF) - Seedless Cucumber, Organic Dill, Free Range Egg, Snipped Chives Mascarpone Mousse

***Louisiana Style Crab Cakes** (Add \$3 Per Guest) - Cajun Remoulade Sauce

Chili Lime Salmon Satay (GF) - Robust Southwest Seasonings

***Colossal Poached Shrimp (GF)** (Add \$4 Per Guest) - Horseradish Vodka Cocktail Sauce

***Coconut Shrimp** (Add \$3 Per Guest) - Lemon Horseradish Crème



Appetizers

DISPLAY APPETIZERS

Summer Bruschetta Grazing Board -Heirloom Tomato and Basil Salad, House Boursin, Preserved Lemon Hummus, Ricotta with Honey and Micro Basil

Dips and Spreadable's - Warm Parmesan and Artichoke Fondue with Pita Chips, Roasted Vegetable Tapenade with Garlic Crostini, Preserved Lemon Hummus with Soft Pita

Napa Valley Flat Bread Display - Charred Vegetable with Smokey Black Beans and Monterrey Jack Cheese, Smoked Chicken with Caramelized Onions, Goat Cheese, and Arugula Pesto Sicilian-Style with Salami and Sun-Dried Tomato Buffalo Chicken with Roquefort Cheese, Shaved Celery and Carrots

Snacking Cup Parfaits - Buffalo Ranch Snacking Crackers, Skillet Toasted Almonds and Cashews, Spiced Crispy Chickpeas

*Iced Seafood Display (Market Price Upgrade) - Jumbo Gulf Shrimp, Crab Claws, Puget Sound Oysters on the Half Shell, Horseradish Vodka Cocktail Sauce, Cajun Remoulade, Mustard Tarragon Cream and Lemon Wedges

Crudité Vegetables - Cucumber Dill Chevre Dip, Buttermilk Ranch

Imported and Domestic Cheese Board -

Grape Clusters, Seasonal Berries, Skillet Toasted Whole Almonds, Imported Crackers, Lightly Toasted Baguette Slices, Garnished with Fresh Herbs **Baked Brie Encroute** - Dried Cherry Compote, Cracker Assortment

Fresh Fruit and Berries - Local Honey Greek Yogurt

Flame Roasted Vegetables and Marinated Mushrooms - Drizzled with Balsamic Reduction, Chiseled Parmesan

*Charcuterie Grazer (Add \$3 Per Guest) -Soppressata, Genoa Salami, Pepperoni, Prosciutto, Assorted Imported and Domestic Cheeses. Imported Marinated and Cured Olives, Balsamic Braised Cipollini, Grape Clusters, Assorted Dried Fruit, Crostini, Sliced Baguettes, Skillet Toasted Whole Almonds

*Southern Antipasto (Add \$2 Per Guest) -Thinly Sliced Smoked Virginia Ham and Hickory Sausage, Chiseled Parmesan, Smoked Cheddar, Swiss Cheese, Platter of Fried Green Tomatoes with Garlic Aioli, Crisp Pepper Bacon, Imported Marinated and Cured Olives, Bread and Butter Pickles, Pickled Beets, Marinated Artichoke Hearts Rye Crisps, Sesame and Poppy Crostini, Grape Clusters, Dried Peaches, Skillet Toasted Almonds



Main Selections

ENTREES

CHICKEN

Traverse City - Sautéed Boneless Breast, White Wine Cream Sauce, Local Drunk Cherries

Marsala - Sautéed Boneless Breast, Golden Mushrooms, Rich Marsala Wine Reduction

Tuscan Chicken (GF) - Braised Boneless Thighs, Sundried Tomato and Spinach Pan Sauce

Piccata - Sautéed Boneless Breast, Lemon White Wine Sauce, Capers

Italian Chicken (GF) - Braised Boneless Thighs, White Wine, Tomatoes, Golden Mushrooms, Green Pepper

Crispy Butter Crumb - Bone In Breast, Savory Butter Crumb Coating, Herbs

BEEF

Sliced Roast Sirloin - Cabernet Red Wine, Seared Mushrooms

Bistro Style Sliced Roast Sirloin - Bourbon Mustard Glace with Caramelized Baby Onions

Braised Beef Brisket - Guinness Stout, Shallot, Organic Thyme

*Morel Ecrusted Petite Beef Tender (GF) (Add \$3 Per Guest) -Red Wine Reduction

***Sliced Beef Tenderloin (GF)** (Add \$12 Per Guest) - Juniper Demi Glace

*Chef Carved Prime Rib Roast (GF) (Add \$6 Per Guest) - Horseradish Aioli

PORK

Glazed Pork Tenderloin (GF) - Honey Bourbon BBQ

Fall Spiced Pork Loin - Organic Apple, Saigon Cinnamon, Demi Reduction

Maple Pecan Pork Chops - Center Cut Chops, Maple Candied Pecans

SEAFOOD

Salmon (GF) - Pan Seared, Sweet Thai Chili Glaze

Lake Michigan Whitefish - Savory Butter Crumb Coating, Herbs, Remoulade Sauce, Lemon

*Maryland Crab Cakes (Add \$4 Per Guest) - Jumbo Lump Crab, Panko, Pineapple Jalapeno Relish

VEGETARIAN

Crispy Portabello Romesco - Panko Breaded Mushrooms, Spaghetti Squash, Romesco Sauce

Garden Vegetable Lasagna - Bechamel, Roasted Mix of Garden Vegetables, Creamy Ricotta

Lasagna Rolls - Palomino Sauce, Fresh Mozzarella

Vegetable Croquettes - Parmesan Garlic Aioli

Stuffed Tomatoes (GF) - Pearl Cous Cous, Goat Cheese, Scallion, Fresh Herbs



Other Selections

SALAD

Includes Our Specialty House Baked Bread with Whipped Butter

Garden Salad (GF) - Mesclun Greens, Sliced Radishes, Grape Tomatoes, Shredded Carrots Buttermilk Ranch and Herb Vinaigrette

Classic Caesar - Crispy Hearts of Romaine, Slivered Red Onion, Chiseled Parmesan, Garlic Croutons and Creamy Caesar Dressing

Chopped Wedge (GF) - Iceberg Lettuce, Cherry Tomatoes, Blue Cheese Crumbles, Green Onion Rings, Smoked Bacon and Roquefort Dressing

Michigan Salad (GF) - Spring Greens, Local Dried Cherries, Candied Walnuts, Slivered Red Onion, Chevre Cheese and Strawberry Vinaigrette

PASTA

Gluten Free Pasta Primavera (GF) - Roasted Tomatoes, Garlic, Zucchini, Squash, Crimini Mushroom, And Extra Virgin Olive Oil

Gemelli - White Wine, Garlic Butter, Fresh Parsley

Farfalle Alfredo - Creamy Garlic Alfredo Sauce, Fresh Parsley

Baked Ziti - Layers Of Pasta, Red Sauce, Fresh Ricotta Cheese

Mostaccioli - Meatless Marinara, Mozzarella, Chiseled Parmesan

Baked Mac and Cheese - Béchamel, Cheddar, Mozzarella, Chiseled Parmesan

SIDES

House Medley Vegetables (GF) - Roasted Brussels, Cauliflower, Baby Carrots, Balsamic Glaze

Glazed Carrots (GF) - Butter, Maple, Ginger

Roasted Cauliflower (GF) - Olive Oil And Sea Salt

Provencal Style Ratatouille (GF) - Eggplant, Roma Tomatoes, Yellow Squashes, Zucchinis, Onion, Garlic, Red And Yellow Bell Pepper

Grilled Asparagus (GF) - Citrus Butter

Steamed Broccoli (GF) - Sesame Oil, Red Pepper Flake, Toasted Sesame

Creamed Spinach (GF) - Boursin Cheese

Roasted Baby Potatoes (GF) - Baby Reds, Fresh Herbs

Potato Gratin (GF) - Layers Of Potatoes, Cheddar Cheese And Cream

Creamy Scalloped Potatoes (GF) - Layers of Potatoes, Smoked Gouda And Cream

Buttermilk Smashed Potatoes (GF) - Toasted Shallots

Quinoa Pilaf (GF) - Roasted Butternut Squash

Traditional Rice Pilaf (GF) - Butter And Fresh Herbs

Gnocchi - Butter, Garlic and Parmesan Consuming raw or undercooked eggs, meat, shellfish and seafood may increase your risk of food borne illnesses.



Late Might Treats

SNACKS

Pizza Fingers - Assortment of Cheese, Pepperoni & Garden Vegetable

Sliders - Classic American With Onions, Cheese, Pickles, Mustard & Ketchup

Mini Coneys - Detroit Coney Chili, Mustard & Ketchup

Bite Sized Brats - Braised Onions, Mustard & Ketchup

Baby Kielbasas - German Kraut, Mustard & Ketchup

Pierogi Bites - Potato Cheddar With Sour Cream & Caramelized Onions

French Fry Cups - Sea Salt & Cracked Black Pepper Shoe Strings, Sweet Potato Fries With Sriracha Aioli

Chicken Wings And Rings - Honey BBQ, Buttermilk Ranch, Mild Buffalo Sauce

Jumbo Soft Pretzels - Stout Cheddar Cheese, Whole Grain Honey Mustard

Party Subs - House Baked Sub Bread, Ham, Salami, Turkey, Cheese, Shredded Iceberg, Tomato, Slivered Onion, Banana Peppers and House Vinaigrette

Popcorn Bar - Butter And Sea Salt, Caramel, Candied Rainbow

SWEETS

Assorted Dessert Cups - Key Lime Pie, Chocolate Nutella, Mixed Berry, and Seasonal Selection

Ice Cream Bar - Waffle And Sugar Cones with Vanilla Bean, Chocolate, & Strawberry Ice Cream

Cookies, Brownies, and Milk - Chocolate Chunk Cookies, Decadent Fudge Brownies & 2% Milk Shooters

Donut Stand - Vanilla Sprinkle, Boston Cream, Bear Claw, Glazed, Red Velvet

Campfire S'Mores - Cinnamon Sugar Grahams, Chocolate Bars, Nutella, Peanut Butter, Marshmallows

Italian Cookie Collection - Butter Cookies, Almond Cookies, Biscotti

Sweet Table - A Selection of Mini Pastries, Cakes, Tortes, and Hand Held Desserts

ricing

Unless already included in your Dinner Package, you may add on any Late Night Treat for an additional fee. Please inquire for an Official Quote.

ADD ONE TREAT... \$6 per Guest ADD TWO TREATS... \$8 per Guest





CAKE FLAVORS

Yellow • French Vanilla • Classic White • Chocolate • Marble • Cherry Chip • Banana (with or without nuts) • Strawberry • Lemon Poppyseed • Fall Spice • Red Velvet • Strawberries And Cream • Orange • Orange Creamsicle • Cherry Nut • Carrot Cake • Chocolate Stout • Root Beer Float

MOUSSE FILLING

Strawberry Fluff • Royal Raspberry • Meyer Lemon • White Chocolate • Milk Chocolate • Dark Chocolate • Irish Cream • Oreo Cookie • French Roast Coffee • Key Lime

FRUIT FILLING

Simply Strawberry • Michigan Cherry • Wild Blueberry • Apple Cobbler • Apple Butter • Romeo Peach • Lemon Curd



Pricing Guides

WEDDING CAKE (Starts at \$3.50 per Serving)

This Would Include Choice Of Any One Flavor Cake And Any Filling From Our Selections. Includes Delivery.

SHEET CAKE (Starts at \$2.50 per Serving)

Available To Supplement Smaller Tiered Weddings Cakes. Includes Choice Of Any One Flavor Cake And Any Filling From Our Selections.

CUPCAKE TIER (Starts at \$28.00 per Dozen)

Includes Choice Of Most Cake Flavors. Includes Micro Cake for Ceremonial Cutting. Multiple Cake Flavors And Fillings Available For An Additional Cost. Ask For Details!

DONUT TIER (Starts at \$28.00 per Dozen) Includes Choice Of Most Donut Flavors.

Includes Micro Cake for Ceremonial Cutting. Ask For Details!

Joppers-

For More Dessert Options for your Reception please inquire for our Sweets & Treats Menu.





Benitos Pizza 4960 John R. Rd Troy, MI 48085 248.528.9898 benitospizza.com

About Benitos Pizza Troy; 15 employees, \$630,000 annual sales, with 19,829 orders completed in 2023 & 23,918 orders completed in 2022. We operate mainly in the Troy & Sterling Heights area. 10% of orders were catering orders in 2022 & 2023. No off-site catering was done, we offer carryout/delivery of pizzas, salads, pastas, etc. to business that needed catering to serve their families, customers and/or clients. I have read the RFP and am in agreement with all the terms and conditions outlined in the RFP document and Agreement (conract). I also acknowledge the amendement to this RFP.

I want to thank you for the opportunity to submit this bid to be the prefered catering service for the Troy Community Center. I am very excited that you have given us the chance to become a part of the community center and serve the great residents of Troy. I have been in the same location since 2007 and have a strong focus on providing high quality fresh ingredients and putting out a pizza that you can be proud to serve.

We currently have agreements that some began 7-14 years ago to be pizza providers with Flagstar Bank, Larson Middle School, Troy Athens High School, St. Anastasia Church, Calvary Chapel Church, Bethesda Church, and Boys and Girls Club of Troy. We have fed anywhere from 1 person to 500 people for a company luncheon. Have fed entire schools. I tell you this to help strengthen your trust in us to fulfill your orders safely, quickly and with the highest level of customer service and satisfaction. I can provide more references if needed. We will do everything we can to make your events a success. See page 2 for your locked-in prices for the 2024-2025. If at any point you have any concerns, questions or feel I left something out, please don't hesitate to call me (248) 528-9898.

Key Personnel: Chris Yatooma & Brenden Kaley have been desingnated as the key personnel regarding Troy Community Center. Contact: Troybenitos@gmail.com OR (248)-528-9898

EXPERIENCE

o Opened in 2007 and have 17 years of continuous experience in the development, management, and operation of a high quality food service business, and be well-established and financially sound, with managerial and staffing resources necessary to maintain a successful operation.

o Not applicable to serving alcoholic beverages.

o Opened in 2007 and have 17 years of experience providing off-premise food and catering sales and services in the greater Detroit area for social (weddings and other celebratory events) and corporate and business meetings and events.

o Have serviced schools, churches, business, outdoor parks, concession stands and homes.

References:

- 1. Rachel Davis, Flagstar Bank (248) 925-2557. Catered 500 people luncheon 3/28/2024
- 2. Marian Shabo, LG Electronics (248) 709-3110. Catered 250 people luncheon on 3/5/2024
- 3. Jamie Muter, (248) 379-9991. Provided all pizzas to feed entire school at Wass Elementary for their end of school year party on 6/12/2022



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Cost of Service

Pizzas	Pizza Cost	Additional Toppings
Large 14" Round Cheese Pizza - 12 slices	\$11.00	\$2.25
Large 14" Round Pepperoni Pizza - 12 Slices	\$13.25	\$2.25
Large 14" Specialty Pizzas - 12 Slices	\$22.25	\$2.25
XL Deep Dish 12"x17" Cheese Pizza - 12 slices	\$14.00	\$2.50
XL Deep Dish 12" x17" Pepperoni Pizza - 12 Slices	\$16.50	\$2.50
XL Deep Dish 12"x17" Specialty Pizzas - 12 Slices	\$26.50	\$2.50
Big Benito Cheese Pizza - 20 Slices	\$35.99	\$4.00
Big Benito Pepperoni Pizza - 20 slices	\$39.99	\$4.00
Big Benito Specialty Pizza - 20 Slices	\$49.99	

SALADS

Includes Cheese, Croutons, and Dressing of your choice	Half Tray (Feeds 12-15)	Full Tray (Feeds 25-30)	
Tossed	\$29.99	\$54.99	
Antipasto	\$39.99	\$74.99	
Greek	\$39.99	\$74.99	
Chicken Caesar	\$39.99	\$74.99	
Add Chicken to any salad	\$14.99	\$21.99	

<u>Pasta</u>

· · · · · · · · · · · · · · · · · · ·	Half Tray (Feeds 12-15)	Full Tray (Feeds 25-30)
Fettuccini Chicken Alfredo	\$44.99	\$84.99
Marinara Mostaccioli	\$39,99	\$74.99
Add Meatballs	\$14.99	\$21.99

Chicken Wings Served in Orders of 24

Tossed in Sauce: BBQ, Hot Sauce, Hot BBQ, Sweet & Spicy, Garlic Parmesan, or Plain

\$29.99	
\$28.99	
\$27.99	
\$26.99	
	\$28.99 \$27.99

Breads/Desserts/Sides

16 Pc Bread sticks or Cinnamon Sticks	\$6.99
24 Pc Bread Sticks or Cinnamon Sticks	\$9.99
16 Pc Benito Cheese Bread	\$8.99
24 Pc Benito Cheese Bread	\$12.99
8" Chocolate Chip Pizza Cookie - 8pc	\$7.99
3.25oz Pizza Sauce or Ranch Cup	\$1.00
14oz Bottle of Ranch	\$5.49

1. Free Delivery for every order placed.

2. We will priortize any orders for TCC/HH/TFAC to fulfill promise time.

3. We will do all we can to make your events successful and make you happy.

4. You will do all you can to help us out by giving us prompt information and being up front on your wants and needs.

5. Each order placed will receive cutlery (plates, napkins, forks) based on items ordered. (If salad/pasta is NOT ordered, then no forks will be given, unless requested.

6. 15% gratuity included for every delivery (100% of this goes directly to the delivery driver)

7. Tax Exempt

8. If you would like pizzas cut into different amount of slices than what is offered, please notify us how you would like it cut



Benitos Pizza 4960 John R. Rd Troy, MI 48085 248.528.9898 benitospizza.com

Example invoice ∫*f*x F31 v в С ٥ F G A ε t -2 Benito's Pizza 3 4960 JOHN R 4 TROY, MI 48085 5 6 (248)-528-9898 7 Invoice 8 Q 10 Invoice for Invoice # 11 12 13 14 15 16 Description **Total price** 17 Qty Pizza Order 4-3-24 \$105.00 18 1 19 Pizza Order 4-5-24 \$28.86 1 20 Pizza Order 4-10-24 1 \$105.00 21 Pizza Order 4-12-24 1 \$38.19 22 Pizza Order 4-14-24 1 \$99.92 23 Pizza Order 4-17-24 1 \$105.00 24 Pizza Order 4-24-24 1 \$105.00 **、**25 27 28 Subtotal Notes: Please make check payable to Benito's Pizza \$586.97 29 License fee 10% \$58.70 Total 30 \$645.67

March 24 -

-



Benitos Pizza 4960 John R. Rd Troy, MI 48085 248.528.9898 benitospizza.com





Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

A corporation duly organized and doing business under the laws of the State of							
whom <u>Chris Yatooma</u> , bearing the office title of <u>President</u> signature is affixed to this proposal, is duly authorized to execute contracts.							
		_					
A partnership, all members of which, with addresses, is:							
		_					
		_					
		_					
		_					
AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:							



CITY OF TROY OAKLAND COUNTY, MICHIGAN NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

Chris Yatooma _____, being duly sworn deposed, says that he/she

(Print Full Name)

is President

(State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

The party making the foregoing proposal or bid,

Christopher Yatooma Chris Yatooma

SIGNATURE OF PERSON SUBMITTING BID

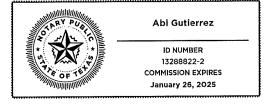
NOTARY'S SIGNATURE

Subscribed and sworn to before me this <u>6th</u> day of <u>June</u>, 20²⁴ in and for <u>Texas</u> CountyEllis

My commission expires:

01/26/2025

Electronically signed and notarized online using the Proof platform.





CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
- 2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- 3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - c. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2-Contracts.

[X] I am able to certify to the above statements.

Benito's Pizza of Troy

Name of Agency/Company/Firm (Please Print)

Chris Yatooma, President

Name and title of authorized representative (Please Print)

Signature of authorized representative

[] I am unable to certify to the above statements. Attached is my explanation.

G:\Purchasing Forms - Instructions\Certification regarding debarment (2).doc

6/6/2024

Date



VENDOR CERTIFICATION THAT IT IS NOT AN "IRAN LINKED BUSINESS"

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

Vendor	
Legal Name	Six Y's Inc. D/B/A Benito's Pizza Troy
Street Address	4960 John r Rd.
City	Тгоу
State, Zip	MI, 48085
Corporate I.D. Number/State	
Taxpayer I.D. #	20-8942900

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent: <u>Chris Yatooma</u>

Printed Name of Vendor's A	Authorized Agent:	
Witness Signature:	Brandankag	
Printed Name of Witness:	Brenden Kaley	

G:\BidLanguage_IranLinkedBusiness



Proposer's Sworn and Notarized Familial Disclosure

(to be provided by the Proposer)

Six Y's Inc. D/B/A Benito's Pizza Troy The undersigned, the owner or authorized officer of ______ (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of

Six Y's Inc. D/B/A Benito's Pizza Troy and any member of the City of Troy City Council or City of Troy Administration.

List any Familial Relationships:

BIDDER: Christopher Yatooma	L			
Ву:				
Its:				
Texas				
STATE OF KINGKIKGAN AG)			
)ss.			
	_)			
This instrument was acknowledged befo	re me on the _	^{6th} _da	y of	, 2024, by
Christopher Yatooma		ſ	ARY PUO	Abi G
lectronically signed and notarized online usin	g the Proof plati	form.		

Abi Gutierrez ID NUMBER 13288822-2 COMMISSION EXPIRES January 26, 2025

Notary Public, State of Texas

abi Cutierre

Hot Buffet Catering SERVES 15-20

HOT BUFFET-STYLE OLGAS BONELESS SNACKER WINGS Freshly grilled and served hot with everything you need to make it an event: Heating kit, serving utensils, tableware and 30 trio size pieces of The Best Bread on the Planet[™].

THE ORIGINAL

Seasoned beef & lamb with Olgasauce[®], vine-ripened tomato and sweet onion. 189.99 | Cal 17,710 A la carte 119.99

GRILLED CHICKEN

Mediterranean-seasoned chicken with honey mustard, vine-ripened tomato and sweet onion. 149.99 | Cal 10.053 A la carte \$99.99

THE VEGGIE

Fresh sautéed zucchini, bell peppers and red onion with hummus, vine-ripened tomato, fresh mixed greens and herb dressing. 169.99 | Cal 777

OLGA'S SNACKERS®

Crisp wedges of seasoned Olga Bread served with Swiss Almond Cheese 54.99 | Cal 8528

Our signature Snacker-seasoned drvrubbed wings with ranch dressing. Small (48 Wings) 8999 | Cal 10 128

BONELESS WINGS FLIGHT

Large (96 Wings)

149.99 | Cal 20,256

Our signature Snacker-seasoned dry-rubbed boneless wings with a flavorful flight of dipping sauces: Hell Fire® Detroit Habanero-Citrus, Honey Sriracha, Sweet Garlic Teriyaki, and Honey Bourbon BBQ served with ranch dressing. (96 Wings) \$159.99 | Cal 20,256

THE OLGA SALAD®

Fresh romaine and iceberg lettuce, feta, olive, red onion and vine-ripened tomato with herb dressing served on the side.

Small SERVES 10-15 Large SERVES 15-20 32.99 | Cal 2878 59.99 | Cal 5,756

DETROIT AVALON BAKERY BROWNIES 64.99 | Cal 9120

DETROIT AVALON BAKERY SEA SALT CHOCOLATE CHUNK COOKIES 54.99 | Cal 5760





CATERING MENU

HOT

BUFFET

MENU

SEE BACK

PANEL

FOR ALL CATERING ORDERS

Call 1.800.33.0LGAS or Order Online at order.olgascaters.com Bring the Best of Olga's to Your Event

Please provide 24 hours notice for catering orders. Delivery available on orders of \$150 or more.

Take & Bake Kits

Enjoy the flavor of Olga's Kitchen in YOUR own Kitchen!

The Original Olga

The Original Olga[®] you know and love made into an experience to cook at home with the family! 35.99 SERVES 4 or 69.99 SERVES 8

Olaa's Snackers® Bring the creation of our famous Olga's Snackers® home! Complete with baking instructions to make it an easy snack for the family. 16.99 SERVES 8 - 10

Olga's Spinach & Cheese Pie Olga's famous Spinach & Cheese Pies ready to be baked fresh in your home oven. 16.99 SERVES 3 32.99 SERVES 6

Canceled catering orders require notice at least 4 hours prior to scheduled pick-up or delivery time. Fees may apply



Starters & Sides SERVES 5-7

OLGA'S SNACKERS®

Crisp wedges of seasoned Olga Bread served with Swiss Almond Cheese. 13.99 | *Cal 2065*

BONELESS SNACKER WINGS

Choose from three flavors: Our signature Snacker seasoning dry-rub with cilantro, Sweet Heat Honey Sriracha, or Tangy BBQ. Served with ranch. Choose two flavors for Small or up to three for Large. **Small** (24 Wings) *SERVES* 5-6

34.99 | Cal 4228-4708 Large (48 Wings) *SERVES 10-12* 65.99 | Cal 8455-9415

Soups & Salads SERVES 5-7

THE OLGA SALAD® 💙

Romaine and iceberg lettuce, red onion, olive, vine-ripened tomato, feta. Served with Olga's herb dressing on the side. With Chicken 36.98 | Cal 2000 Without Chicken 24.99 | Cal 1440

GALA APPLE SALAD 🔇

Kale, romaine and iceberg mix, Gala apple, red onion, feta, cranberries, candied pecans. Served with white balsamic dressing on the side. With Chicken 31.99 | *Cal 2130* Without Chicken 26.99 | *Cal 1570*

Beverages

PEPSI® PRODUCTS 2-liter bottle 4.99 | Cal 0-845

UNSWEETENED ICED TEA Gallon 7.99 | Cal 20

FRESH-SQUEEZED LEMONADE Gallon 7.99 | *Cal* 3090

BOTTLED WATER Each 1.49 | *Cal 0*

HUMMUS & OLGA BREAD 🔇

Creamy hummus served with The Best Bread On The Planet[™]. 17.99 | *Cal 3640*

POTATO CHIPS Twelve individual bags of premium chips. 15.48 | Cal 1920

CUCUMBER & TOMATO SALAD 🔮

Fresh cucumber, red onion and grape tomatoes marinated in Olga's herb dressing & topped with feta cheese. 17.99 | *Cal* 764

COCONUT ZING RICE

Coconut rice with roasted garlic and onion. 13.99 | *Cal 2700*

OLGA'S PEASANT SOUP

Traditional house-made recipe, vegetables, seasoned beef and lamb, thick tomato-herb broth. 17.99 | Cal 495

CREAM OF BROCCOLI SOUP

Tender broccoli florets, creamy soup. 17.99 | *Cal 625*

WHITE BEAN CHICKEN CHILI

Mildly spicy recipe, chicken, white beans, Monterey Jack. 21.99 | *Cal* 1050

Desserts

DETROIT AVALON BROWNIES Twelve of each 34.99 | *Cal* 4560 Single Brownie 3.69 | *Cal* 380

DETROIT AVALON SEA SALT CHOCOLATE CHUNK COOKIES Twelve of each 29.99 | Cal 2880 Single Cookie 2.99 | Cal 240

COOKIES AND BROWNIES Six of each 32.99

CINNAMON SUGAR SNACKERS With cream cheese frosting 13.99 | Cal 2225



The Ultimate Platter SERVES 5-7

Everything you need for the ultimate gathering! 10 half-size Olgas with a catering-sized Olga Salad, signature Snackers served with Swiss Almond Cheese, and 12 gourmet cookies. Select any two Olga choices for each package. 99.99

The Perfect Platter SERVES 5-7

10 half-size Olgas with our catering-sized Olga Salad. Select any two Olga choices for each package. 68.99

Olga Platter SERVES 5-7

10 half-size Olgas. Select any two Olga choices for each package. 46.99

OLGA CHOICES

HAM & CHEESE

Ham, Swiss, lettuce, vine-ripened tomato. Olgasauce[®] served on the side. | *Cal 381*

VEGGIE 🔇

Filled with sautéed fresh zucchini, bell peppers and red onion. Layered with fresh greens, tomato, and finished with hummus and herb dressing. | *Cal* 407

GRILLED CHICKEN

Lettuce, vine-ripened tomato. Honey mustard served on the side. | *Cal 368*

Olga Boxed Lunch

An Olga of your choice, with one side and a gourmet cookie, all packaged and labeled for each individual order. 12 99

Salad Boxed Lunch

The Olga Salad[®] or the Gala Apple Salad with one side and a gourmet cookie, all packaged and labeled for each individual order. 12.99 Add chicken for 3.00

Sides options include a small Olga Salad, a side of Olga's Snackers®, a Gala apple or potato chips.



THE ORIGINAL OLGA®

Seasoned beef and lamb, vine-ripened tomato, sweet onion. Olgasauce® served on the side. | *Cal* 453

HELL FIRE DETROIT® SPICY CHICKEN NEW

Crispy chicken tenders, lettuce, vine-ripened tomato, McClure's sweet & spicy pickles, sweet and red onions. Spicy habanero and honey citrus aioli on the side. | *Cal 442*

OVEN-ROASTED TURKEY

Oven-roasted turkey breast, lettuce, vine-ripened tomato. House-made garlic aioli served on the side. | *Cal 349*

2000 calories a day is used for general nutrition advice, but calorie needs vary. Additional nutritional information available upon request.

VEGAN OR VEGAN OPTION AVAILABLE



0 22	Olga's Catering Order Guide (Michigan) 1-800-33-OLGAS Order.olgas.com								
Day and Date:	RING					1	Location:		
If Delivery Enter Time:			# of Gu				Restaurant Phone #:	-	
	_	ANY SAME DA	Y CHANGES , I	Plea	SE CONTACT RESTAURANT D	DIRE	CTLY		
Business Name:									
Contact Name: Phone Number:					Troy Proposal				
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Delivery Instructions: Catering Loyalty:					1	Tax I	Exempt # - If Applicable	1	
Catoling Loyaky.				C	Drder	T CIX 1			
Number of Boxes 1	The	Boxed Lunches	Price \$12.99	Spe	ecial Instructions				
1	me	Original Olga Premium Chip	\$12.99		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Grill	ed Chicken	\$0.00				1		-
	Ove	Premium Chip n-Roasted Turkey	\$0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
		Premium Chip			Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	BLT	Premium Chip	\$0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Veg		\$0.00		Sub Side Siga Salad				Оцр Арріс
	How	Premium Chip & Cheese	\$0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	naii	Premium Chip	\$0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Hell	Fire Chicken	\$0.00				1		-
	Ola:	Premium Chip a's Salad	\$0.00		Sub Side Olga Salad	L	Sub Snacker Side	I	Sub Apple
		Premium Chip			Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Gala	Apple Pecan Salad Premium Chip	\$0.00		Sub Side Olga Salad	<u> </u>	Sub Snacker Side	<u> </u>	Sub Apple
Number of Wings	8	Wings Size	Price	8	Special Instructions		Sauces 2 for sm	all, 3	
	SM/	LL Boneless Wings (24)	\$0.00			1	-]	r	1
	LAR	SNACKER DRY-RUB GE Boneless WINGS (48)	\$0.00		SWEET HEAT HONEY SRIRACHA		TANGY BBQ		
		SNACKER DRY-RUB			SWEET HEAT HONEY SRIRACHA	_	TANGY BBQ		
Number of Platters	Ultir	Olga Platters (10 half-size) nate Platter	Price \$0.00		Special Instructions	Qty 0	Sauces Olga's Salad Dressing		
		See Salad and Olga picks below, each		with	a Snacker box and Cookie box	-	olga o calaa brocomig		
	Perf	ect Platter (5-7ppl) Olga Salad	\$0.00			0	White Balsamic Dressing Olgasauce	-	
		Gala Apple Pecan Salad				0	Garlic Aioli		
	Olga	Platter	\$0.00			0			
		The Original Olga Grilled Chicken				0	Honey Mustard		
		Oven-Roasted Turkey				0	Мауо		
		BLT Veggie				0	Swiss Almond Cheese Cream Cheese Frosting		
		Ham & Cheese				-	oroun onesser recung		
Number of Quarts		Hell Fire chicken Quarts of Soup (5-7 ppl)	Price	Sno	ecial Instructions	<u> </u>			
Number of Quarts	Qua	rts of Soup	\$0.00	Spe	Olga's Peasant Soup	1	Cream of Broccoli		
Number of Komo	Whit	e Bean Chicken Chili	\$0.00	C = 0		soup	comes with bread		
Number of Items	Coc	Starters onut Zing Rice	Price \$0.00	spe	ecial Instructions				
	Hum	mus and Bread	\$0.00]					
		ckers (Box) a Swiss Almond Cheese	\$0.00 \$0.00	-					
Number of Items		Extras	Price	Spe	ecial Instructions				
		nium Chips (Individual Bag) Olga Salad (5-7ppl)	\$0.00 \$0.00						
	Cuc	umber-Tomato Salad	\$0.00	L					
		Apple Pecan Salad (5-7ppl) ed Chicken for Salads	\$0.00 \$0.00						
Number of Boxes	Grille	Desserts	\$0.00 Price	Spe	ecial Instructions				
		kies (12)	\$0.00						
		vnies (12) kies(6)/Brownies(6)	\$0.00 \$0.00	-					
		amon Sugar Snackers (Box)	\$0.00						
Misc. Menu Item	Extra	Miscellaneous Menu Items Requested (all)	Price	Des	scription / Special Instruction	S			
		dil)						_	
Number of Each	Ce"	Beverage	Price		Lomonada				CURS
		on Beverages a 2 Liter	\$0.00 \$0.00	-	Lemonade Pepsi	\vdash	Ice Tea Diet Pepsi	-	CUPS Sierra Mist
		Nountain Bottled Water	\$0.00		Ice Mountain				
		Sub-Total (taxable)	\$12.99	Not	tes:				
					x Lunch	1	1	1	1
	⊢	Sub-Total w/eClub Discount Tax (6%)	\$12.99 \$0.78	-					
	⊢	IAA (0%)	φυ. /8						
D + C C-		Delivery charge							
Date Sent to Store:	\vdash	Requested Gratuity Catering Total Order	\$13.77	1					
		Grand Total Order Quote	\$13.77	1					

Olga's Catering Order Guide (Michigan) 1-800-33-OLGAS Order.olgas.com									
CATE	RING				Ŭ	a.			
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			,						
Business Name:					Tours				
Contact Name: Phone Number:					Troy Proposal				
E-mail Address:									
Street Address:									
Delivery Instructions:	I		1		1	1			
Catering Loyalty:				_	Order	lax	Exempt # - If Applicable		
Number of Boxes		Boxed Lunches	Price	-	ecial Instructions			_	
	The	Original Olga	\$0.00	Ŀ			-		
	.	Premium Chip	*****		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Grill	ed Chicken Premium Chip	\$0.00		Sub Side Olga Salad	1	Sub Snacker Side		Sub Apple
	Ove	n-Roasted Turkey	\$0.00	8	Sab Sido Siga Salad	I			oub r ppio
		Premium Chip			Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	BLT	1	\$0.00	8		1	1	-	1
	Veg	Premium Chip aie	\$0.00		Sub Side Olga Salad	I	Sub Snacker Side		Sub Apple
	3.	Premium Chip			Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Ham	& Cheese	\$0.00				1		1
	الم	Premium Chip Fire Chicken	\$0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	nell	Premium Chip	φ0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Olga	's Salad	\$0.00				•		· · · · · · · · · · · · · · · · · · ·
		Premium Chip	****		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Gala	Apple Pecan Salad	\$0.00	-	Sub Side Olga Salad		Sub Snacker Side	_	Sub Apple
Number of Wings		Wings Size	Price	8	Special Instructions		Sauces 2 for sn	nall, 3	
	SMA	LL Boneless Wings (24)	\$0.00		-				-
		SNACKER DRY-RUB	#0.00		SWEET HEAT HONEY SRIRACHA		TANGY BBQ		
	LAK	GE Boneless WINGS (48) SNACKER DRY-RUB	\$0.00		SWEET HEAT HONEY SRIRACHA		TANGY BBQ		
Number of Platters		Olga Platters (10 half-size)	Price	8	Special Instructions	Qty	Sauces		
1	Ultin	nate Platter	\$99.99			0	Olga's Salad Dressing		
	Dorf	See Salad and Olga picks below, each	Platter comes \$0.00	with	a Snacker box and Cookie box	0	White Belgemie Dressing	-	
	ren	ect Platter (5-7ppl) Olga Salad	φ 0.00			0	White Balsamic Dressing Olgasauce	-	
		Gala Apple Pecan Salad				0	Garlic Aioli		
	Olga	Platter	\$0.00			0			
		The Original Olga Grilled Chicken				0	Honey Mustard	-	
		Oven-Roasted Turkey				0	Мауо	-	
		BLT				0	Swiss Almond Cheese		
		Veggie				0	Cream Cheese Frosting	-	
		Ham & Cheese Hell Fire chicken						-	
Number of Quarts		Quarts of Soup (5-7 ppl)	Price	Sp	ecial Instructions				
		rts of Soup	\$0.00		Olga's Peasant Soup		Cream of Broccoli		
Number of Items	Whit	e Bean Chicken Chili Starters	\$0.00 Price	Sn	ecial Instructions	soup	comes with bread		
	Coco	onut Zing Rice	\$0.00						
	Hum	mus and Bread	\$0.00						
		ckers (Box)	\$0.00	-					
Number of Items	⊏xtra	a Swiss Almond Cheese Extras	\$0.00 Price	Sp	ecial Instructions				
	Pren	nium Chips (Individual Bag)	\$0.00	P					
		Olga Salad (5-7ppl)	\$0.00						
		umber-Tomato Salad Apple Pecan Salad (5-7ppl)	\$0.00 \$0.00	-					
		Apple Pecan Salad (5-7ppl) ed Chicken for Salads	\$0.00 \$0.00	+					
Number of Boxes		Desserts	Price	Sp	ecial Instructions				
		kies (12)	\$0.00	+					
		vnies (12) kies(6)/Brownies(6)	\$0.00 \$0.00	-					
		amon Sugar Snackers (Box)	\$0.00	t					
Misc. Menu Item		Miscellaneous	Price	De	scription / Special Instruction	s			
	Extra	Menu Items Requested (all)							
Number of Each		Beverage	Price						
		on Beverages	\$0.00		Lemonade		lce Tea		CUPS
		a 2 Liter	\$0.00	Ľ	Pepsi		Diet Pepsi	\vdash	Sierra Mist
	ice N	Nountain Bottled Water	\$0.00	1	Ice Mountain	I	l	1	l
		Sub-Total (taxable)	\$99.99	No	otes:			T	
					atter				
		Sub-Total w/eClub Discount	\$99.99	-					
		Tax (6%)	\$6.00	1					
		Delivery charge							
Date Sent to Store:		Requested Gratuity		4					
		Catering Total Order		1					
	0	Grand Total Order Quote	\$105.99	I					

Olga's Catering Order Guide (Michigan) 1-800-33-OLGAS Order.olgas.com									
CATE	RING				Ŭ	a.			
Day and Date: If Delivery Enter Time:			# of Gu	inet	e.		Location Restaurant Phone #	_	
I Denvery Enter Time.		ANY SAME DA			s. ase CONTACT RESTAURANT I	DIRE		•	
			,						
Business Name:					Tours				
Contact Name: Phone Number:					Troy Proposal				
E-mail Address:									
Street Address:									
Delivery Instructions:	I		1		1	1			
Catering Loyalty:				_	Order	lax	Exempt # - If Applicable		
Number of Boxes		Boxed Lunches	Price	-	ecial Instructions			_	
	The	Original Olga	\$0.00	Ŀ			-		
	.	Premium Chip	*****		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Grill	ed Chicken Premium Chip	\$0.00		Sub Side Olga Salad	1	Sub Snacker Side		Sub Apple
	Ove	n-Roasted Turkey	\$0.00	8	Sab Sido Siga Salad	I			oub r ppio
		Premium Chip			Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	BLT	1	\$0.00	8		1	1	-	1
	Veg	Premium Chip aie	\$0.00		Sub Side Olga Salad	I	Sub Snacker Side		Sub Apple
	3.	Premium Chip			Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Ham	& Cheese	\$0.00				1		1
	الم	Premium Chip Fire Chicken	\$0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	nell	Premium Chip	φ0.00		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Olga	's Salad	\$0.00				•		· · · · · · · · · · · · · · · · · · ·
		Premium Chip	****		Sub Side Olga Salad		Sub Snacker Side		Sub Apple
	Gala	Apple Pecan Salad	\$0.00	-	Sub Side Olga Salad		Sub Snacker Side	_	Sub Apple
Number of Wings		Wings Size	Price	8	Special Instructions		Sauces 2 for sn	nall, 3	
	SMA	LL Boneless Wings (24)	\$0.00		-				-
		SNACKER DRY-RUB	#0.00		SWEET HEAT HONEY SRIRACHA		TANGY BBQ		
	LAK	GE Boneless WINGS (48) SNACKER DRY-RUB	\$0.00		SWEET HEAT HONEY SRIRACHA		TANGY BBQ		
Number of Platters		Olga Platters (10 half-size)	Price	8	Special Instructions	Qty	Sauces		
1	Ultin	nate Platter	\$99.99			0	Olga's Salad Dressing		
	Dorf	See Salad and Olga picks below, each	Platter comes \$0.00	with	a Snacker box and Cookie box	0	White Belgemie Dressing	-	
	Fen	ect Platter (5-7ppl) Olga Salad	φ 0.00			0	White Balsamic Dressing Olgasauce	-	
		Gala Apple Pecan Salad				0	Garlic Aioli		
	Olga	Platter	\$0.00			0			
		The Original Olga Grilled Chicken				0	Honey Mustard	-	
		Oven-Roasted Turkey				0	Мауо	-	
		BLT				0	Swiss Almond Cheese		
		Veggie				0	Cream Cheese Frosting	-	
		Ham & Cheese Hell Fire chicken						-	
Number of Quarts		Quarts of Soup (5-7 ppl)	Price	Sp	ecial Instructions				
		rts of Soup	\$0.00		Olga's Peasant Soup		Cream of Broccoli		
Number of Items	Whit	e Bean Chicken Chili Starters	\$0.00 Price	Sn	ecial Instructions	soup	comes with bread		
	Coco	onut Zing Rice	\$0.00						
	Hum	mus and Bread	\$0.00						
		ckers (Box)	\$0.00	-					
Number of Items	⊏xtra	a Swiss Almond Cheese Extras	\$0.00 Price	Sp	ecial Instructions				
	Pren	nium Chips (Individual Bag)	\$0.00	P					
		Olga Salad (5-7ppl)	\$0.00						
		umber-Tomato Salad Apple Pecan Salad (5-7ppl)	\$0.00 \$0.00	-					
		Apple Pecan Salad (5-7ppl) ed Chicken for Salads	\$0.00 \$0.00	+					
Number of Boxes		Desserts	Price	Sp	ecial Instructions				
		kies (12)	\$0.00	+					
		vnies (12) kies(6)/Brownies(6)	\$0.00 \$0.00	-					
		amon Sugar Snackers (Box)	\$0.00	t					
Misc. Menu Item		Miscellaneous	Price	De	scription / Special Instruction	s			
	Extra	Menu Items Requested (all)							
Number of Each		Beverage	Price						
		on Beverages	\$0.00		Lemonade		lce Tea		CUPS
		a 2 Liter	\$0.00	Ľ	Pepsi		Diet Pepsi	\vdash	Sierra Mist
	ice N	Nountain Bottled Water	\$0.00	1	Ice Mountain	I	l	1	l
		Sub-Total (taxable)	\$99.99	No	otes:			T	
					atter				
		Sub-Total w/eClub Discount	\$99.99	-					
		Tax (6%)	\$6.00	1					
		Delivery charge							
Date Sent to Store:		Requested Gratuity		4					
		Catering Total Order		1					
	0	Grand Total Order Quote	\$105.99	I					

All notices, demands, requests or approvals from the Caterer to City shall be addressed to: Brian Goul, Recreation Director Troy Community Center 3179 Livernois Troy, Michigan 48083 Email: GoulB@troymi.gov Telephone Number: (248) 524-3529

All notices, demands, requests or approvals from the City to Caterer shall be addressed to: Caterer Contact LESLIE KEYES Company Name SOK VENTURE, LLC. dbg Olga's Kitchen Address 17800 LAUREL PARK DR North, Suite 2000, LIVONA, MI 48152 Address 248-357-6104, IKeyeseteen schotak.com.

It is the responsibility of the Caterer to maintain updated and current contact information.

18. RIGHTS LIMITED TO REVOCABLE LICENSE.

Notwithstanding anything contained in this License or the actions of the parties in the future, under no circumstances shall the License granted herein ripen into either a lease or easement (whether under claim of prescriptive right or otherwise).

19. INTERRUPTION OF LICENSE RIGHTS DUE TO EMERGENCY.

In the event of an emergency that jeopardizes the health, safety or welfare of the public or any individual, City may remove Caterer from the License Area and regain possession of it without notice to Caterer. The exercise of City's rights under this Section shall be at City's sole and absolute discretion.

20. RELATIONSHIP OF PARTIES.

The relationship between City and Caterer is solely that of City and Caterer. Both parties acknowledge the relationship is not of landlord and tenant, easement grantor and easement grantee, or any other relationship.

21. MERGER OF NEGOTIATIONS.

This License represents the full and complete understanding of every kind and nature whatsoever between the parties hereto and all preliminary negotiations and agreements of whatsoever kind or nature are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof, and this License shall not be modified except upon the written agreement of both City and Caterer.

22. NONDISCRIMINATION.

Caterer agrees not to discriminate against any individual because of race, color, religion, national origin, ancestry, sex, sexual orientation, age, weight, disability, or condition of having AIDS, in connection with the License granted herein.



Legal Status of Bidder:

The Bidder shall fill out the appropriate form and strike out the other two:

SOK VENTURE LLC

A corporation duly organized and doing business under the laws of the State of <u>MICHIGAN</u> for whom <u>Mark S. Schostak</u>, bearing the office title of <u>Manasis</u>, whose signature is affixed to this proposal, is duly authorized to execute contracts.

A partnership, all members of which, with addresses, is:

AN INDIVIDUAL, WHOSE SIGNATURE IS AFFIXED TO THE PROPOSAL:



N



CITY OF TROY OAKLAND COUNTY, MICHIGAN NON-COLLUSION AFFIDAVIT

TO WHOM IT MAY CONCERN:

Mark S. Schostak, being duly sworn deposed, says that he/she (Print Full Name)

is Managing Menber. The party making the foregoing proposal or bid, (State Official Capacity in Firm)

that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agree, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner directly or indirectly sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price, or that of any other bidder, or to secure the advantage against the City of Troy or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true

SIGNATURE OF PERSON SUBMITTING BID

Hambli

NOTARY'S SIGNATURE

Subscribed and sworn to before me this 5^{4} day of JUNE, 20^{24} in and for UAYNECounty.

My commission expires:

JULY 16, 2024

BONNIE J. HAMBLIN NOTARY PUBLIC, Wayne County MI My commission expires July 16, 2024 Acting in Wayne County



CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
- 2. Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) 3. and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - a. For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - b. For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - e. For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, the general grant of this authority exists within the City's Charter, Chapter 12, Section 12.2-Contracts.

X I am able to certify to the above statements.

SOK VENTURE, LLC dba Olga's K Name of Agency/Company/Firm (Please Print) Mark Schos 5. Name and title of authorized representative (Please Signature of authorized representative

[] I am unable to certify to the above statements. Attached is my explanation.

G:\Purchasing Forms - Instructions\Certification regarding debarment (2).doc



VENDOR CERTIFICATION THAT IT IS NOT AN "IRAN LINKED BUSINESS"

Pursuant to Michigan law, (the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.311 et seq.), before accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must first certify that it is not an "IRAN LINKED BUSINESS", as defined by law.

Vendor	
Legal Name	SOKVENTURE LLC dbg Olga's Kitchen
Street Address	SOK VENTURE LLC dba Olga's Kitchen 17800 LAUREL PARE Dr. N, SUITE 2000
City	LIVONIA
State, Zip	MI, 48152
Corporate I.D. Number/State	BI147Q/MI
Taxpayer I.D. #	06-1724278

The undersigned, with: 1.)full knowledge of all of Vendors business activities, 2.)full knowledge of the requirements and possible penalties under the law MCL 129.311 et seq. and 3.) the full and complete authority to make this certification on behalf of the Vendor, by his/her signature below, certifies that: the Vendor is NOT an "IRAN LINKED BUSINESS" as require by MCL 129.311 et seq., and as such that Vendor is legally eligible to submit a bid and be considered for a possible contract to supply goods and/or services to the City of Troy.

Signature of Vendor's Authorized Agent:
Printed Name of Vendor's Authorized Agent: Mark S. Schostak
Witness Signature:
Printed Name of Witness:
G:\BidLanguage_IranLinkedBusiness



Proposer's Sworn and Notarized Familial Disclosure (to be provided by the Proposer)

The undersigned, the owner or authorized officer of dba OIGA's KitchEn (the "Proposer"), pursuant to the familial disclosure requirement provided in the Request for Proposal, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of SOK VENTURE, LLC

____ and any member of the City of Troy City Council or City of Troy Administration.

List any Familial Relationships:

NONE KNOWN BUT OlGA'S/SOKVENTURE IS OWNED BY TEAM SCHOSTAK FAMILY RESTAURANTS WHICH has over 5,700 Employees. It is possible that there are SOME FAMILIAI RELATIONSHIPS

BIDDER By: Its:

STATE OF MICHIGAN

)ss.

)

COUNTY OF WAYNE

This instrument was acknowledged before me on the $5^{4\mu}$ day of 5^{20NE} , 2024, by

MARK S. SCHOSTAK

Bannie J. Namblie

BONNIE J. HAMBLIN NOTARY PUBLIC, Wayne County MI My commission expires July 16, 2024 Acting in Wayne County



May 13, 2024 Addendum 1 RFP-COT 24-08 Preferred Catering Services for Troy Community Center Page 1 of 1

To All Bidders:

Please be advised, the following document has been submitted for clarification for **RFP-COT 24-08 Preferred Catering Services for Troy Community Center.** The clarification(s) and or change(s) will be considered an integral part of the original proposal document.

Changes/Corrections

Please be advised that the Optional Pre-Proposal Meeting date has been changed.

REVISED OPTIONAL PRE-PROPOSAL MEETING DATE: <u>Wednesday, May 22, 2024, at</u> <u>10:30 AM EDT at the Troy Community Center, 3179 Livernois Road, Troy, MI 48083.</u> This preproposal meeting will provide caterers an opportunity to walk through the Troy Community Center, view food staging areas and event spaces, and ask questions about the City's goals and the RFP process.

Please note the meeting will begin in Room 302 of the Troy Community Center

Please be advised that the City of Troy Purchasing Department has authorized the following clarifications to for Bid Proposal **RFP-COT 24-08**, **Preferred Catering Services for Troy Community Center**. The clarifications will be considered an integral part of the original proposal documents.

I, the undersigned Bidder, have read this addendum and have integrated the changes into the Bid Proposal documents for **ITB-COT 24-08**, **Preferred Catering Services for Troy Community Center**. All other items in the original proposal document remain the same. This addendum should be attached to the Electronic Bid Submission Response at the time of submission on or before <u>*Thursday, June 6, 2024 at 10:00 A.M., EDT.*</u>.

COMPANY:	SOK Venture LLC dba Olga's Kitchen
NAME OF REPRESENTATIVE:	Thomas G. Gergich
SIGNATURE OF AUTHORIZED REPRESENTA	TIVE: (Print) [Hun K. Leyiel
DATE:	6/6/2024

1. Cover Letter

- a. Caterer Profile
 - Indicate size of company 23 locations
 - Annual sales, \$35,761,803 (2022) ; \$35,852,805 (2023)
 - Number of clients in Detroit area, 2,258,740
 - Number of employees, 728
 - Geographic area of operation, Lower and SE Michigan
 - Indicate percentage of total 2022 & 2023 annual sales attributed to off-premise catering versus onsite food service- \$645,886 (2022); \$917,446 (2023)
 - Indicate percentage of 2022 & 2023 off-premise catering attributed to social versus corporate catering- About 20% social, 80% corporate both years
- b. Denote that the caterer has read the RFP, and is in agreement with all the terms and conditions outlined in the RFP document and Agreement (contract) YES
- c. Acknowledge receipt of any and all amendments to this RFP YES

2. Key Personnel

Describe the project team composition and include resumes of key personnel. The city must be promptly notified of any changes in key personnel prior to award.

Identify the name and contact information of:

- a. Owner, Multiple owners; Mark Schostak owns 17% and is Managing Member of LLC
- b. Person authorized to contractually obligate the organization: Ken Stanecki, CFO or Ryan Jones, VP Operations
- c. Person to be contacted for clarification: Leslie Keyes
- d. Person responsible for license(s): Leslie Keyes
- e. Account manager assigned to address Troy Community Center client inquiries and events: Leslie Keyes
- f. Local office and contact: Leslie Keyes

3. Experience and Technical Competence

Describe relevant experience in developing and managing a successful food service operation and knowledge of the industry and how they relate to Community Center events. Highlight off-premise catering experience, the quality of such experience, and demonstrated ability, experience at similar historic and/or cultural institutions, and any prior work with other public agencies. Catering experience must include ability to provide catering menus, pricing and variety to meet the needs of Troy Community Center events.

- I have been catering for ten years, with both Panera bread and Olga's Kitchen. Olga's Kitchen is able to develop and manage a successful food service operation by putting quality and standards first. We have 23 locations that cater with the same menu and pricing. We can fulfill orders placed the day before. We specialize in b2b lunches, but often do social events such as graduation parties, baby showers, wedding lunches and more.
- We have gluten free, vegan, and vegetarian options. We offer individual boxed lunches, platter style, as well as a hot buffet designed to accommodate food needing to be out for a long period.

Describe ability to respond to prospective client inquiries, including response time to initial inquiry, ability and past experience in assembling a highly qualified staff, efficiency and timeliness in completion of events.

• All client inquiries will be answered with a proposal of food including pricing and a pdf of the menu. Inquires will be answered within 24 hours.

This section must also include customer service policies and practices, employee staffing and training plans, and marketing, sales and advertising strategies.

- I work with clients to make their experience custom to their event. They will get my cell phone number to address any needs or concerns. We provide delivery and set up. However, we do not have onsite staff.
- We have a 98% delivery rating, providing on-time service. We have a dedicated training team.

4. Project Understanding and Approach

Describe caterer's understanding of the private event business at the Troy Community Center with its unique opportunities and challenges, and discuss the manner in which caterer would operate in compliance, utilize sustainable best practices, and bring a high-level of value and innovation.

- As a cater we would want to have a meeting with TCC to alien with you on the challenges and come to a working relationship.
- a. State how caterer would comply with liquor liability license and insurance requirements.
 - a. We do not sell liquor.
- b. Outline standard format for client proposals and a sample of how caterer might frame regulatory and operating conditions.
 - a. Attached is our catering order form.
 - b. Order must be placed 24 hours in advanced.
 - c. Order can be canceled up to 4 hours before.

5. References

List a minimum of three (3) references for whom comparable services were provided to in the last three (3) years. Include the name of the organization, name of the contact, telephone number of the contact, email address of contact (if available), brief description of the services provided and caterer's role, and the start and completion date. There must be at least one (1) corporate and one (1) social reference.

1.Corporate: Raymond James, Joei Scarantino 248-935-2902 cell 734-718-1111 <u>Joei.Scarantino@raymondjames.com</u>. We do lunches for their office on a monthly basis, lunches range from box lunches and platter style.

2.Corporate: Curtis Martin, medical rep. for ABiomed.616-540-0381 <u>Cmartin@abiomed.com</u>. Olga's does once a week orders for Curtis. These are lunch meetings at different medical offices. We deliver and set up at platter style lunch.

3.Social: Tracy Bride, Graduation party. We catered a Hot Buffet Catering for her son's graduation party. Delivery and set up for 250 People

