ST. CLOUD STATE UNIVERSITY
FOOD SERVICE

ADDENDUM NO. ONE

The Proposal Opening date of November 1, 2005 WILL NOT change as a result of This Addendum No. One.

CLARIFICATION:

1. Have there been any questions and answers posted to the RFP? When I go to the RFP page I do not see anything and am wondering if I am looking at the wrong page?

Lisa Sparks will be e-mailing any addenda to the acknowledged vendor representatives. Additionally, the addenda can be seen at www.stcloudstate.edu/businessservices/foodrfp.

2. Can we have the number of children served daily (average at the Lindgren Child Care Center and the Daily Rate)?

October 04 through Sept 05 we served 5,142 lunches for an average of roughly 30 per day, and paid $1.35 per meal to ARAMARK.

3. It appears there is a current program which offers employment to individuals that may be challenged or handicapped. If this is true, can we have the name of the program and a contact person?

The name of the program is: “On The Job Training Program” – Craig Zack with Opportunity Services, 320-203-7750.

4. How many days of service are billed for the boarding program in both the fall and spring semester? Is this the number we should base our meal plan rates on?

Fall Semester 2005 is billed at 109 days (less Thursday, Friday, and Saturday of Thanksgiving). Spring Semester 2006 is billed at 116 days (less 7 days of spring break).

Base your meals plan rates on 109 and 116.

5. With the implementation of a Summer Dining Program, is it safe to assume all 200 will be on a plan; and if not, what would your projection be?

We are anticipating responses that include a summer plan. Currently, we do not have a summer plan. It would be unlikely the plan would be mandatory.

6. The Union Contract that accompanied the RFP expired on June 30, 2005. Can we get a copy of the new contract and name and number of a contact person for the contract?

See Attachment 1. Contact is Al Lehrke 1-800-652-9791

7. In the attachment to the RFP, it states that there are 42.3 FTEs on Campus yet the July 1, 2005, Seniority List shows only 36 people. Are the other 6 Non-Union? If they are Non-Union, what are their Seniority Dates and Job Titles?

The office workers and supervisors are non-union. There are no seniority dates because they are non-union.

8. What is the current Summer Conference Daily Rate for Food Service?

B- $4.80    L- $6.25    D- $6.95
9. What are the current rates ARAMark is getting paid for Resident Dining Meal Plans? Can we have this by plan and sliding scale if applicable?

Currently the daily rate is $5.69 on 21-meal. On the 14 meals = $5.01, 10 meals = $4.50, any 90 = $3.82, any 120 = $4.12, any 150 = $4.50.

10. In the RFP, it states current Commission is 15% for Non-Branded and Non-Resident Dining and 6-8% for Branding. When we reviewed the Monthly Financial Statement for June 2005 Year-To-Date, it states for the year, Fees and Commissions are $70,423.18. When we calculate the Commissions with the above percent against the recorded Sales, it appears the Commission Dollars YTD should be higher. Why would there be a discrepancy?

The commission and fees as listed on the monthly financial statement for June 2005 deals with franchise fees and commissions paid for branded concepts, NOT for commissions paid to the University. See definitions listed on page 49 of the RFP.

11. Can we have the number of people on each Resident Dining Program for the Fall Semester of 2005?

As of 09/21/05 we have 2,095 on our basic plans, 562 on our ultimate/supreme plans and 160 in declining balance.

12. We see that an Einstein Bagel Concept will be opening shortly on campus. Can we have the proposed hours of service, a layout of the design, and proposed Price & Portions?

Proposed hours of service:
M - TH 7:30 am - 7:00 pm
Friday 7:30 am - 3:00 pm

See attachment 2 for layout.

See attachment 3 for pricing.

13. Currently there are off-premise retail institutions, such as, Jim’s Market, Topper’s Pizza, Gary’s Pizza, etc., that accept Campus Cash. What are the plans, if any, in expanding these?

The Campus Card Office is always open to expanding the off-premise retail. There is no set agenda for future expansions.

14. Can we get a breakout of Volunteer Meal Plans that are purchased by Resident Dining Students by class?

We currently have 158 Off Campus meal plans purchased. The University does not track class level for meal plans.

15. One item that we would like to have clarified is the level of current commissions paid to the Atwood Center by Aramark. We have looked at the RFP numbers and are not clear as to the commission payments…specifically as they appear on the Aramark financial statements provided in the RFP. What is the annual dollar amount paid by Aramark to Atwood? Are there other commissions paid other than to Atwood, and if so, how much annually?

See attachment 4.

16. What are the anticipated participants in the New Summer Board Contract Program?

Participants could include, but not limited to, students living on campus over the summer.

17. Can we get a breakdown of serving days for the 2006-2007 Calendar for resident dining and retail? What is open when?
They have not yet been set, but anticipated to be the same as in the past. There is current discussion to move the academic calendar to be the same as other MnSCU schools. Further, with the development of a possible orientation for the university, it may move forward or add additional service days to the fall portion on the contract.

Also see answer 4.

18. **Current daily rate by meal plan?**

   See #9

19. **What is the participation by plan?**

   See #11

20. **What capital improvements are scheduled for the food service area.**

    Currently, there are no major plans for capital improvements. There will be discussions with the food service vendor prior to any improvements.

21. **Can we get two files of zip codes for students? One file contains the home zip of students living on campus, the other contains home zip of students not living on campus.**

    See Attachment 5

22. **What has not worked?**

    For a short time coffee and pastry were available at the Husky Hub. Discontinued due to lack of sales.

23. **Permission to access SCSU logo for proposal**

    The use of SCSU’s logo is acceptable in the proposal. The proposal becomes SCSU property and as long as the logos are only used in the proposal, you will not be in violation of any logo restrictions.

24. **Can we get copies of blue prints of Garvey Commons and Atwood?**

    See the on-line RFP at [www.stcloudstate.edu/businessservices/foodrfp](http://www.stcloudstate.edu/businessservices/foodrfp). The on-line attachment, section 12 has the most current prints.

25. **We just wanted to confirm that the coffee kiosk in Atwood Center is owned by the college and will remain when the new operator takes over. Could you confirm for me?**

    The Java City kiosk in Atwood Center is owned by Aramark.

26. **How involved is the President of St. Cloud State University in relation to food service?**

    President Saigo eats at Garvey and at Atwood. He uses the current food vendor for some catering, some with specified menus.

27. **How are you going to evaluate proposals?**

    The proposals will not be based on a point system. Rather than dictate responses, we want to make sure all points on the RFP are addressed.

28. **Define “quality”**.

    It is felt that the RFP defines the expectation of quality. Some examples would be appearance of the food, perception, and cosmetic. The University is interested in value which equals quality, service, and expectation, together.
29. Can you provide additional information on the current recycling program including the use of food waste as animal feed?

We currently recycle tin, pasteboard, plastic, mixed paper, grease, aluminum, and food waste. The food is sent to a local farm for consumption by swine.

30. Can we have a copy of the 2006-2007 Feeding Calendar for Resident Dining?

The calendar is consistent with billing days. Also see #4

31. What is the commission dollar amount provided to each SCSU department last year (e.g., Residential Life, Atwood Center, other departments, etc.)?

Retail dining commissions and catering: SCSU FY05:

<table>
<thead>
<tr>
<th>Department</th>
<th>Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Union</td>
<td>$247,719</td>
</tr>
<tr>
<td>Residential Life</td>
<td>$55,941</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$303,660</strong></td>
</tr>
</tbody>
</table>

32. Are there any free meals, donations, scholarships, catering credits, or other types of financial support provided to SCSU by Aramark, and do you want any of those items to continue?

These types of activities are only allowed with prior written approval by the Vice President of Administrative Affairs and are very infrequent.

33. Not including catering charges, are there any additional payments or program subsidies paid to Aramark besides the board charges for the meal plan and Husky Bucks?

No.

34. Please provide the meal rates for 2005-2006 paid to Aramark and the current meal plan breakdown by participants.

Please see #9 and #11

35. What kind of training is important to you?

All training is important to us. Examples are food handling, customer service, promotional, maintenance, safety, equipment handling, sensitivity, and diversity.

36. What kind of physical growth is expected in 5-7 years?

Some of the major building expectations:
1. Adding 30,000 square feet of labs in the Wick Science Building
2. Renovation of Brown Hall
3. Building a parking ramp between Performing Arts Center and Miller Center
4. Remodel of Riverview
5. Renovation of Centennial Hall (completion of floors 2,3,4 Fall, 2007; floor 1 and basement Summer 2008)

MODIFICATIONS

37. In 4.12.7 you mention depreciation must be over 5 years yet the contract is for 7 years plus renewals. Can the five year depreciation be extended to 7 or 10?

The contract will be for seven years plus one renewal options of three years. All pre-approved capital equipment purchased by the Contractor shall be straight line depreciated over seven years.
38. Visit the new dining portion of our website: http://www.stcloudstate.edu/reslife/dining/

39. 6.11.2 Adjustments in Contract Board Plans

Credit, cash, refunds or billing adjustments to the University for missed meals will not be required of the Contractor for those persons regularly participating in a contract board program. The UNIVERSITY will be required to make refunds to those persons who begin participating in the program and subsequently cancel the program or withdraw from the University during the contract period so long as that withdrawal meets the University’s withdrawal procedures.

The above ADDENDUM Number One shall be attached to and become part of the bid.

END OF ADDENDUM NO. ONE

Lisa Sparks
Director of Purchasing

Dated this 7th day of October, 2005.