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ADDENDUM NO. 1

for

**College of the Desert Auxiliary Services
Food Vending Services
RFP #2024-01**

February 9, 2024

The following changes, additions, deletions, clarifications, or corrections shall become part of the RFP Documents for Desert Community College District Food Vending Services RFP (#2024-01) published on January 19, 2024. All other terms, specifications, and conditions remain the same.

Questions for College of the Desert Auxiliary Services:

Food Vending Services RFP #2024-01

- 1. Can you help provide a breakdown of how many foods and snack vending machines are currently at each of the campuses, broken down by type of vending machine and location?**

There are 9 Food Vending Machines. Three (3) at 45524 Oasis St, Indio CA 92201, One (1) at 61120 Buchanan St Thermal, CA 92274, One (1) at 1300 East Baristo Road, Palm Springs, CA 92262, One (1) at 11625 West Drive, Desert Hot Springs, CA 92240 and three (3) at 43-500 Monterey Ave, Palm Desert, CA 92260.

- 2. Is the incumbent participating in this RFP?**

The information has been shared, and participation is not known.

- 3. Please describe any pain-points or problems that the College of the Desert has experienced with previous food and snack vendor?**

Poor communication between the contractor and the College, the contractor has had a turnover of multiple owners, vending machines were not being filled in a timely manner and remaining half full due to manufacturing issues.

- a. What steps were taken by COD to correct the problem(s)?**

Increased Communication and follow-up.

- b. What steps were taken by the vendor to correct the problem(s)?**

Increased Communication and follow-up.

- 4. To have a better understanding of total volume, can you provide total revenue over a 12-month period?**

Refreshing USA total net sales for the period of January 2022 to October 2023 \$37,318. Capital Provisions, who took over for Refreshing USA in October, total net sales of \$3,522.96 for the period of October through December 2023.

- 5. As enrollment is on a rebound with more face-to-face instruction, what percentage of the students are on-campus and what percentage is strictly Virtual?**

In Fall 2023, 62.6% of students took at least one class that was either on campus or hybrid (inversely, this means that 37.4% of students took classes strictly online). In Winter 2024, 7.9% of students took at least one class that was either on campus or hybrid (inversely, this means that 92.1% of students took classes strictly online).

- 6. Is there a preferred list of items for the Food and Snack Machines?**

Candy, Large Snacks, Premium Bars, Crackers, Cookies, and Chips, sandwiches, gum, pastries, nuts, trail mix.

7. What percentage of products offered should be considered Healthier items?

30% of the items offered should be healthier items.

8. Should there be a focus on Hispanic or other ethnic offerings?

Yes. Our current student population is 68% Hispanic, 21% White, 4% Asian, 3% African American and the rest (4%) are Native American, Pacific Islander and unknown.

9. Please list the importance of each item to College of the Desert from 5-1.

5 being most important and 1 being the least important:

- a. **Cheap Pricing at the Vending Machines** - Option 5
- b. **Commissions percentage** - Option 3
- c. **Sign On Bonus** – Option 2
- d. **Product Variety** – Option 4
- e. **Innovation or Other** – Option 1

10. What is your current commission rate being received?

27.5% commission of gross sales sold and collected from the vending machines.

11. What are the current items prices?

We currently offer Candy, Large Snacks, Premium Bars, Crackers, Cookies, and Chips from \$1.25 - \$3.00.

12. Is there going to be a tour/walk thru that can be arranged?

No, but you are welcome to visit each campus.

13. What is the previous 12 months history of vandalism/theft?

No cases reported

14. Who is the current vendor?

Capital Provisions

15. What percentage is healthy options currently?

15%

16. Are you able to bid on select campuses, or must it include all?

The contractor will be servicing all campuses

17. How many enclosures do you currently have and/or how many are required?

All vending machines have enclosures.

18. How are you determining the 3 vs 5-year agreement?

Based on contract negotiations and the collective decision of the Food Advisory Committee at College of the Desert.