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## **ADDENDUM NO. 2**

**for**

**College of the Desert Auxiliary Services  
Food Service Operations  
RFP #2023-02**

March 14, 2023

The following changes, additions, deletions, clarifications, or corrections shall become part of the RFP Documents for Desert Community College District Auxiliary Services Food Service Operations RFP (#2023-02) published on February 8, 2023. All other terms, specifications, and conditions remain the same.

**Clarification and Modification to the RFP**

Please note the modification to the District point-of-contact for this RFP. All questions and inquiries regarding this RFP should be made in writing and e-mailed to Mamta Verma at [maverma@collegeofthedesert.edu](mailto:maverma@collegeofthedesert.edu).

The District will accept either an electronic email or hard copy proposal.

Hard copy proposals must be sealed with the envelope(s) clearly marked in the lower left-hand corner “**Sealed Proposal for Food Service Operations (RFP #2023-02)**” to the following address:

- College of the Desert  
Attn: Purchasing Department  
43500 Monterey Avenue  
Palm Desert, California 92260
- An electronic copy emailed to [maverma@collegeofthedesert.edu](mailto:maverma@collegeofthedesert.edu).

**Questions & Answers: Request for information/request for clarifications**

Q1. Can you provide us with any historical sales data, particularly the last 3-5 years? Can you provide a more detailed breakdown by location for café and catering sales?

**Answer: The last provided sales was \$476,000 for the year. This was pre-pandemic. Current numbers are still being calculated.**

Q2. What are average monthly commissions?

**Answer: Pre-COVID (before March 2020) \$5,000 per month**

Q3. What is the check average?

**Answer: Unknown; the District does not require this information from the current contractor.**

Q4. How many transactions daily?

**Answer: Unknown; the District does not require this information from the current contractor.**

Q5. How long has current vendor been in place?

**Answer: Since August 5<sup>th</sup>, 2015**

Q6. Why has the College decided to release a RFP?

**Answer: As a public agency, the District routinely issues RFPs for goods and services to meet the needs of the campus community. This policy promotes fair and open competition that complies with regulations to provide qualified firms fair opportunities to participate, eliminates favoritism, fraud, and corruption in awarding contracts, and is the best value for the District.**

Q7. What are you trying to accomplish by making a change?

**Answer: This RFP's primary objective is to contract with one vendor to operate both the Palm Desert campus dining hall and the Indio campus expansion project (under construction). However, the District will consider proposals to service both or only one campus.**

Q8. When was the last price increase in the cafeteria and catering and by how much?

**Answer: September 2021, price increase reflected market conditions.**

Q9. You disclosed total enrollment in the RFP, what's the percentage of the students that are on campus for in-person classes?

**Answer: 4,698 in-person Palm Desert campus students with 10,544 all College of the Desert enrolled students = 44.56% of Spring 2023 students are taking classes in-person at the Palm Desert campus. 1,480 in-person Indio campus students with 10,544 all College of the Desert enrolled students = 14.04% of Spring 2023 students are taking classes in-person at the Indio campus.**

Q10. Can you share the current financial arrangement with the current provider?

**Answer: A commission fee arrangement of 7% percent of monthly sales and 10% of sales in excess of \$425,000 over a period of one year.**

Q11. Is there a commission or a management fee arrangement?

**Answer: A commission fee arrangement of 7% percent of monthly sales and 10% of sales in excess of \$425,000 over a period of one year.**

Q12. Is the college open to other financial arrangements?

**Answer: Yes.**

Q13. Has the dining agreement changed since the Pandemic?

**Answer: Yes.**

**Q14.** What is the expected campus population at the Indio campus?

**Answer: Student population with a goal of 5% a year for the next two years or 1,554 for year one, 1632 year two and so on.**

**Q15.** Can you share the dining sales for the past few years, up to this last Fall semester?

**Answer: The last provided sales was \$476,000 for the year. This was pre-pandemic. Current numbers are still being calculated.**

**Q16.** What are enrollment projections for next year compared to this year?

**Answer: Student population with a goal of an increase of 5% a year based off the numbers provided in answer 9.**

**Q17.** Is there a specific amount of Capital Investment expected for this bid?

**Answer: Yes, College of the Desert is open for other reasonable financial arrangements.**

**Q18.** Who currently pays for utilities? If it is the contractor's expense, what is that expense?

**Answer: District expense**

**Q19.** How many operating days are there each year?

**Answer: Approximately 226 instructional days.**

**Q20.** Can you describe summer service on campus?

**Answer: Limited hours during the summer. Summer classes are typically in the morning through lunch.**

**Q21.** Is there equipment that was seen during the Prebid tour that are the property of the current vendor?

**Answer: Not that we are aware of.**

**Q22.** Pg. 13 of the RFP states that Auxiliary will furnish all equipment, will the contractor be expected to provide any smallwares or equipment?

**Answer: The District provides the standard equipment and smallwares; any additional supplies shall be purchased and belong to the contractor.**

**Q23.** Who owns the POS system on campus?

**Answer: The District.**