

**ADDENDUM No. 2**  
**PROJECT: FOOD SERVICE OPERATIONS**  
**BID NO.: RFP No. AVC2017/2018-11**

**Notice to Bidders on the Above Project:**

Please acknowledge the receipt of this addendum in your proposal submission. Failure to do so may subject the bidder to disqualification.

**This addendum consists of: Q & A**

Q-1. How much of the District's food service revenue comes from catering events?

**A-1. During the 2016/2017 fiscal year, the catering revenue for the District was \$115,750.**

Q-2. Do the AVC Cafeteria Sales listed in the RFP include catering?

**A-2. The amount listed for sales includes catering.**

Q-3. What percentage of the student body eats at the AVC Cafeteria?

**A-3. This is a difficult question to answer. The AVC Cafeteria serves not only our student body, but also faculty, staff, SOAR High School students, and the District's meal plan program. This question is best answered by breaking down the sales per month. See the 2016/2017 fiscal year breakdown below:**

MONTH/YEAR	NUMBER OF TRANSACTIONS	SALES IN DOLLARS (\$)
July 2016	1,361	\$4,202
August 2016	5,495	\$22,058
September 2016	11,561	\$45,069
October 2016	11,119	\$42,837
November 2016	9,084	\$35,608
December 2016	3,406	\$13,113
January 2017	5 (Unit Closed for Renovation)	\$21
February 2017	8,692	\$34,082
March 2017	10,983	\$42,291
April 2017	7,349	\$28,425
May 2017	10,047	\$37,898
June 2017	2,772	\$11,064

Q-4. How does the meal voucher system work?

**A-4. The voucher system works with various departments and what they want to accomplish. A department prepays for a certain dollar amount and the vouchers are provided to use in the café. It is then worked as a declining balance from the prepaid amount.**

Q-5. Is Subway a separate contract?

**A-5. Yes. See *Current Agreements under Scope of Work and Technical Specifications* on page 9 of RFP.**

Q-6. Is vending included in the RFP?

**A-6. No, the vending is separately contracted. See *Current Agreements under Scope of Work and Technical Specifications* on page 9 of RFP.**

Q-7. Does the RFP include providing food services (i.e. prepackaged foods) to the Palmdale Campus?

**A-7. This is not immediately a part of the RFP, however, it is a topic that can be discussed at a further point.**

Q-8. Does the RFP include concessions at the stadium events?

**A-8. No. Subway has exclusive rights for stadium concessions.**

Q-9. Is catering provided for both District and non-District events?

**A-9. Historically, catering has only been provided for District events.**

Q-10. Who is responsible for equipment maintenance?

**A-10. The Contractor. See *Preventative Maintenance under Contractor's Responsibilities* on page 12 of RFP.**

Q-11. At what point is the District involved in the interview process for the on-site manager?

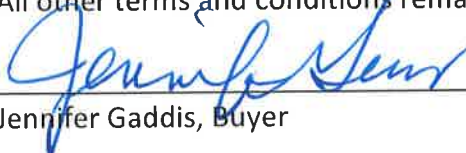
**A-11. The District intends for this contract to be a partnership between the District and Contactor. The District's goal is to ensure that the Contractor shares the same mission and values as the District. For this reason, the District will interview the manager after the Contractor has narrowed down their selection, but before an offer is made to the candidate. Refer to *Contractor's Employees under Contractor's Responsibilities* on page 13 of RFP.**

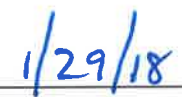
Q-12. My company has experience of feeding for government contracts and restaurant style service. Should I not consider submitting a bid if I don't have past experience with higher education food service? The reference required is stated below:

**Prior Food Services Experience.** Provide the names and dates of service for all California Community College Districts for which your organization provided Food Services within the past five (5) years.

**A-12. The District will happily look at any RFP submitted that follows the requirements listed. For references, please list references of the agencies that you are working with in place of community college references.**

All other terms and conditions remain the same.

  
\_\_\_\_\_  
Jennifer Gaddis, Buyer

  
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Date