August 31, 2017
Bulletin No. 2
RFP No. 2057: Cafeteria Food Services

The following response(s) is provided per question(s) submitted by Bidder(s):

1. Please provide:
   a. The Café sales broken out via credit/debit card sales verse cash sales.
      
      Answer: No available data.
   
   b. The current financial arrangement between Rio Hondo College and the incumbent food service provider. Is your arrangement a subsidy or P&L financial model?
      
      Answer: P&L model.
   
   c. How many current full time students and part-time students are enrolled for the fall of 2017?
      
      Answer: No available data yet for enrollment for Fall 2017. Below is the information for previous periods:
      
      | Spring 2017 | Fall 2016 | Spring 2016 |
      |------------|----------|-------------|
      | 19,023     | 19,226   | 19,206      |

   d. What are the number of faculty & staff at Rio Hondo College?
      
      Answer: Full Time Faculty, Management & Staff (1,021)
   
   e. What are the current commission structure that Rio Hondo receives from Vending, Café & Catering sales?
      
      Answer: Catering - 7.5% of net sales. Retail - 5% of net sales.
f. Are commissions a percentage of sales or guaranteed minimum amount?

   **Answer:** Percentage of sales.

g. Please provide us with the Current Price & Portion Guide for the Café.

   **Answer:** Menu is available and posted inside the Rio Café.

h. Please provide a sampling of current catering pricing.

   **Answer:** See Exhibits A (Rio Hondo Carry Out Catering Menu) and B (Rio Hondo Catering Menu).

i. Current number of service days the café is required to be open?

   **Answer:** Contractor should align service days with Rio Hondo College’s school calendar [See District FLEX Calendar (Exhibit E)]. Also, incumbent Contractor hours of operation are:

   Monday to Thursday - 7:00 am to 7:30 pm
   Friday and Saturday - 7:00 am to 1:30 pm

j. A 2-year history of kitchen equipment repair & maintenance repair costs?

   **Answer:** 2015 - $3,183 ++ / 2016 - $19,845 ++

k. A copy of the current contract between the incumbent food service provider and Rio Hondo College?

   **Answer:** Bidder(s) focus on Exhibit A (Scope of Work) and the Rio Hondo College Sample Agreement.

2. **Question:** Is there currently a campus 1 card on campus? If yes, who is the campus 1 card system with?

   **Answer:** None.

3. **Question:** Who owns the current register system?

   **Answer:** Incumbent Contractor.

4. **Question:** Who owns the small wares?

   **Answer:** Incumbent Contractor.

5. **Question:** What is the projected contract start date?

   **Answer:** The projected start date of performance is early (first quarter) 2018.
6. **Question**: What is the current dollar value for both scholarships annual donations the college receives from the incumbent?

   **Answer**: None.

7. **Question**: Is there any un-depreciated investment that we need to be aware of? If yes, what is the amount of the un-depreciated investment?

   **Answer**: None.

8. **Question**: What was the amount of the last capital investment made by the current incumbent operator?

   **Answer**: Investment at start of contract was $22,000 and already fully depreciated.

9. **Question**: Is there currently a campus app that the students, faculty and staff uses in pre-ordering food options in dining services?

   **Answer**: None.

10. **Question**: Is there currently a web based site used to order campus catering?

    **Answer**: None.

11. **Question**: Do you have a recent dining services “Student Satisfaction Survey” results that you can share with us?

    **Answer**: None.

12. **Question**: Who owns the ending food inventory from the storerooms and walk-in and freezer boxes? The college or the incumbent?

    **Answer**: Incumbent Contractor.

13. **Question**: Will the college provide us with intranet access?

    **Answer**: Yes.

14. **Question**: Is Rio Hondo College interested in learning about additional services that we provide, besides Dining Services? Such as: Janitorial, HVAC, Grounds, Maintenance, Housekeeping?

    **Answer**: No. Bidders are reminded on Sections 9 “Sanitation” and 13 “Contractor Obligations” of Exhibit A (Scope of Work) that are relative to this query.

15. **Question**: When does freshman orientation take place? How many students typically attend?

    **Answer**: Freshman orientation happens during early August and student participation is approximately 1,000.
16. **Question:** Please describe the College's sustainability goals and campus initiatives and how do these initiatives work with dining services?

**Answer:** No available information.

Sincerely,

[Signature]

Felix G. Sarao  
Director - Contract Management and Vending Services