

**REQUEST FOR PROPOSAL #2019-051**  
**Pouring Rights**  
**RESPONSE ADDENDUM #02**

**DATE: April 19, 2019**

**QUESTIONS**

1. Please provide the primary contact information for this RFP process.  
ANSWER: Primary contact, email address and phone number is provided on the cover page of the RFP, as noted in RFP Section 1.2.2

2. Page 5 – 1.1.3 – Can the 20% be comprised of products sold by the largest competitor of the company who is awarded the bid.  
ANSWER: Please see Section 1.1.3 – *“In that case, we reserve the right to source outside of the contract but will not exceed 20% of total beverage products offered. Examples might include popular trending beverages, locally produced beverage products or perhaps sustainable packaging alternatives.”*

3. Page 9 – 1.2.6 – What other institutions would be allowed to utilize the agreement.  
ANSWER: See Appendix D, Section 26 for explanation.

4. Page 14 – 2.1.2.2 – Royalties should be assigned higher points since this would be funding to the system and not a cost.  
ANSWER: Scoring Weights are detailed in 2.1.1.

5. Page 15 – 2.1.2.5 – Please detail the teams consensus approach evaluation.  
ANSWER: See answer provided in 2.1.2.5.

6. Page 15 – 2.2 – Please detail the possibility that the agreement will be awarded to one or multiple respondents. Is this inclusive of the 20%

ANSWER: The answer depends on the submissions provided. Basically we reserve the right to do so. In the situation of multiple award of two Respondents, the 20% would apply to both contracts.

7. Page 15 – 2.2 – Why would scholarships, donations or gifts not be considered in the evaluation process.  
ANSWER: Section 2.2 is reworded as follows:

**2.2 Award**

While the University prefers a single solution that is scalable to meet the needs of both large and small institutions, it reserves the right to award Agreement(s) to one or multiple Respondents, which may include awards to Respondents for a geographical area or based on the needs of the institution, if such award is in the best interest of the University.

The University reserves the right to waive minor irregularities, which may include contacting the Respondent to resolve the irregularity. The University reserves the right to

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reject any or all responses, in whole or in part, and is not necessarily bound to accept the lowest cost response if that response is contrary to the best interests of the University. The University may cancel this request or reject any or all responses in whole or in part. Should the University determine in its sole discretion that only one Respondent is fully qualified, or that one Respondent is clearly more qualified than any other under consideration, an Agreement may be awarded to that Respondent without further action.

*Food and Beverage Vending Facilities: Pursuant to Title 26 M.R.S.A. §1418-G, it shall be the policy of the University to ensure that blind persons are given preference in the establishment and the operation of vending facilities on the property under its jurisdiction. "Preference" as used in this context means that, when the University engages in a competitive procurement process to choose a vendor for the establishment and the operation of food and beverage vending facilities on the property under its jurisdiction, and that process results in two or more vendors being evaluated identically, the University shall rank the blind or visually impaired vendor ahead of the other vendor(s) which have identical evaluations.*

8. Page 30 – Annual scholarships are included in the table but on page 15, the language indicates that scholarships will not be considered. Please clarify.  
ANSWER: See answer to question 7.
9. Page 29 – Annual sponsorship fee is listed twice.  
ANSWER: One says Annual Sponsorship and the other Annual Scholarship
10. Page 54 – The term referenced in 1.2 of five (5) years with the option of four (4) one-year renewals is different than the term referenced on page 6. Please clarify.  
ANSWER: Page 54 should indicate initial a 10 year agreement with two optional five (5) year renewals.
11. Please clarify that the term is a 10 year term (July 1, 2019 through July 1, 2029) with an option to extend for 2 additional 5 year terms (on the mutual agreement of the parties), so if extended for both terms the end date of the agreement would be July 1, 2039. In Appendix E 1.2 Page 54 of the RFP, this section notes the agreement will be for 5 years with an option for 4 one-year renewals.  
ANSWER: Potentially yes.
12. Can you provide a MS Excel Version of the Cost Evaluation that you require per Page 22 of the RFP?  
ANSWER: This is reference information only.
13. Can you clarify the two different pricing plans again that you are requesting Page 29?
  - a. Enterprise wide – Same pricing for all campuses?
  - b. Campus specific – UMAINE Orono would have their own pricing and all others would have Sodexo pricing?  
ANSWER: Correct for enterprise wide pricing, however the campus specific is not related to dining programs it is what you are providing for a solution to each campus based on their sales and needs.

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14. Page 63 – Please provide an Excel revised version of exhibit A once all of the volume information has been compiled so that we can quickly add and sort for all campuses.

[ANSWER: Refer to RFP Addendum 3](#)

15. Page 23 - top section under University of Maine Campus-There is no cooler equipment information for the 5 retail outlets. Can we get an accurate list of cooler types (cooler size: large, small, countertop and number of doors per unit) for all locations dispensing can/bottled beverage?

[ANSWER:](#)

<i>Coca Cola</i>								
	Hilltop	Wells	Oakes Room	UClub	BD Pub	Bears Den	Catering/ Central Prod	Concessions
Single Door	5	1	1	1	1		4	15
Double Door	5		1				1 (CP)	3
Double Door - 2 sided						4		
Counter Top						2		1
<i>Odwalla</i>								
Single Door			1			1		
Double Door	1					2		
Counter Top	1							

16. Page 63 & 64- Exhibit A- Site surveys indicates Odwalla Juice sales and beverage coolers are currently on campus in Orono. Can we obtain the number of brands, packages and cases sold?

[ANSWER:](#)

<i>Coca Cola</i>								
	Hilltop	Wells	Oakes Room	UClub	BD Pub	Bears Den	Catering/ Central Prod	Concessions
Single Door	5	1	1	1	1		4	15
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<i>Odwalla</i>								
Single Door			1			1		
Double Door	1					2		
Counter Top	1							

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17. Please have Coke provide B&C volume of all brands for all campuses regardless of method of distribution.

ANSWER: Provided in UMaine beverage purchases. Refer to RFP Addendum 3

18. Page 70 & 71- Exhibit A- There is no Coke or National Distributors sales volume data listed for Gorham or Portland Campuses. Can we obtain the number of brands, packages and cases sold for each distributor?

ANSWER: Refer to RFP Addendum 3

19. Page 6 – 1.1.4 – Please provide vending volume by campus and the # of vendors.

ANSWER:

UMaine is provided, one beverage vendor

UMF: One vendor (casco bay) for vending machines.

20. What is Vending Volume for all the campuses?

ANSWER: Refer to answer for Question 19.

21. Page 23 – What is the current fountain pricing per gallon for the Orono campus.

ANSWER: Once the RFP has been issued we do not share pricing information.

22. Page 24 – What have been the enrollment trends over the past few years and where do you expect them to trend?

ANSWER: See table directly below as of Fall 2018.

UMaine - projection through Fall of 2023, the projected headcount is closer to 12,000.

UMM - projecting an increase to 750 by Fall of 2023.

UMF - projecting headcount to slightly increase in future years.

<b>Fall 2018 Enrollment Report – The University of Maine System</b>									
<b>Headcount by Campus and Student Level</b>									
		Fall 2014	Fall 2015	Fall 2016	Fall 2017	Fall 2018	% of Total	% Change	
								1-year	5-year
UM	Undergraduate	9,339	9,297	9,323	9,279	9,365	82.1%	0.9%	0.3%
	Graduate	1,947	1,625	1,896	1,961	2,039	17.9%	4.0%	4.7%
	<b>Total</b>	<b>11,286</b>	<b>10,922</b>	<b>11,219</b>	<b>11,240</b>	<b>11,404</b>	<b>100.0%</b>	<b>1.5%</b>	<b>1.0%</b>
UMA	Undergraduate	4,664	4,683	4,416	4,014	4,128	100.0%	2.8%	-11.5%
	Graduate	0	0	0	0	0	0.0%	N/A	N/A
	<b>Total</b>	<b>4,664</b>	<b>4,683</b>	<b>4,416</b>	<b>4,014</b>	<b>4,128</b>	<b>100.0%</b>	<b>2.8%</b>	<b>-11.5%</b>
UMF	Undergraduate	1,773	1,795	1,782	1,811	1,736	85.1%	-4.1%	-2.1%
	Graduate	187	221	218	269	304	14.9%	13.0%	62.6%
	<b>Total</b>	<b>1,960</b>	<b>2,016</b>	<b>2,000</b>	<b>2,080</b>	<b>2,040</b>	<b>100.0%</b>	<b>-1.9%</b>	<b>4.1%</b>
UMFK	Undergraduate	1,327	1,559	1,904	1,760	1,794	100.0%	1.9%	35.2%
	Graduate	0	0	0	0	0	0.0%	N/A	N/A
	<b>Total</b>	<b>1,327</b>	<b>1,559</b>	<b>1,904</b>	<b>1,760</b>	<b>1,794</b>	<b>100.0%</b>	<b>1.9%</b>	<b>35.2%</b>
UMM	Undergraduate	810	786	745	701	675	100.0%	-3.7%	-16.7%
	Graduate	0	0	0	0	0	0.0%	N/A	N/A
	<b>Total</b>	<b>810</b>	<b>786</b>	<b>745</b>	<b>701</b>	<b>675</b>	<b>100.0%</b>	<b>-3.7%</b>	<b>-16.7%</b>
UMPI	Undergraduate	1,138	1,289	1,326	1,408	1,554	100.0%	10.4%	36.6%
	Graduate	0	0	0	0	0	0.0%	N/A	N/A
	<b>Total</b>	<b>1,138</b>	<b>1,289</b>	<b>1,326</b>	<b>1,408</b>	<b>1,554</b>	<b>100.0%</b>	<b>10.4%</b>	<b>36.6%</b>
USM	Undergraduate	6,628	6,126	6,189	6,110	6,390	78.5%	4.6%	-3.6%
	Graduate	1,544	1,359	1,424	1,443	1,497	18.4%	3.7%	-3.0%
	Law	256	254	242	241	253	3.1%	5.0%	-1.2%
	<b>Total</b>	<b>8,428</b>	<b>7,739</b>	<b>7,855</b>	<b>7,794</b>	<b>8,140</b>	<b>100.0%</b>	<b>4.4%</b>	<b>-3.4%</b>
Total	Undergraduate	25,679	25,535	25,685	25,083	25,642	86.2%	2.2%	-0.1%
	Graduate	3,678	3,205	3,538	3,673	3,840	12.9%	4.5%	4.4%
	Law	256	254	242	241	253	0.9%	5.0%	-1.2%
	<b>Total</b>	<b>29,613</b>	<b>28,994</b>	<b>29,465</b>	<b>28,997</b>	<b>29,735</b>	<b>100.0%</b>	<b>2.5%</b>	<b>0.4%</b>
<b>Distinct Total*</b>		<b>29,052</b>	<b>28,446</b>	<b>28,861</b>	<b>28,465</b>	<b>29,154</b>	<b>100.0%</b>	<b>2.4%</b>	<b>0.4%</b>

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23. Page 27 – Where should we input the vending mech rates?  
ANSWER: See spreadsheet for Appendix C Exhibit. The vending numbers go in tab labeled Table 1 – Part 1 & 2. Vending is in columns L – S.
24. Page 26 references a table for pricing by category. Page 28 references another pricing table with the second column stating RFP Exhibit A Cases sold. Can you explain the difference of these two tables and what you are looking for in the Table on page 28?  
ANSWER: We are removing Exhibit 1 Table 1 Part 3 from the response requirement.
25. Page 28 – What is the difference between page #28 and page #26?  
ANSWER: Refer to answer for Question 24.
26. Page 29 – Please provide details as to the # of events and # of tickets for the skybox lease.  
ANSWER: UMaine athletics events with concessions include 5 football games, 17 men's hockey, 12 Baseball/Softball games, 5 Indoor HS track meets and 2 HS Swim meets.
27. Page 63 – Are the quantities listed for BIB (Bag in Box) the # of gallons or the # of boxes.  
ANSWER: Both are listed - Refer to RFP Addendum 3
28. Athletics – Please detail the levels of support pertaining to coolers, cups, powder, etc.  
ANSWER: Concession support might include hawking backpacks, game day standby product storage and some lockable 1 and 2 door coolers.
29. Sustainability - Please detail your current sustainability initiatives and programs  
ANSWER:  
University of Maine System: <http://staticweb.maine.edu/wp-content/uploads/2014/10/System-wide-Energy-and-Sustainability-Initiatives-2014-Report.pdf?0d0f03>  
UMaine: <https://umaine.edu/sustainability/initiatives/housing-dining/>  
UMA: <https://uma.sodexomyway.com/explore/sustainability>  
UMF: <https://www.umf.maine.edu/about/environmental-sustainability/> and  
<http://www2.umf.maine.edu/sustainablecampus/> and <https://farmington.sodexomyway.com/explore/sustainability>  
UMFK: <https://fortkent.sodexomyway.com/explore/sustainability> and  
<https://fiddleheadfocus.com/2018/04/12/news/umfk-club-wants-recyclable-trash/> and  
UMM: <https://machias.sodexomyway.com/explore/sustainability>  
UMPI: <https://www.umpi.edu/sustainability/> and <https://www.umpi.edu/green/> and  
<https://presqueisle.sodexomyway.com/explore/sustainability>  
USM: <https://usm.maine.edu/sustainability>
30. Orono – do you anticipate this campus to remain self-op or are you considering other alternatives, such as Sodexo.  
ANSWER: Remain self-op.
31. Marketing – what programs have been executed that have been of value or successful that you would like to continue.

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ANSWER: Product sampling, seasonal promotions with prizes, Maine Hello move-in day product support (primarily waters at each halls) Standby capacity of 3500 bottled water for emergencies, student group prize raffles.

32. Page 29, Instructions for Financial Package – there is a reference to an “Annual Scholarship Fee”, but the language states that this is a fee for “the exclusivity privileges concerning promotional recognition”. Is this fee intended to support student scholarships or is it intended for something else? Please clarify the intent of this fee and the phrasing of intent as the name of the fee don’t seem to match up.

ANSWER: Intended to be used for student scholarships.

33. UMAINE Orono has a book store that is run by the college. Is this included in the RFP and do any of the other college locations have bookstores and if so are they included in this RFP? If they are can you provide a list of them and if they are run by the college or a separate company? Also, can you provide the equipment that is needed for these locations?

ANSWER: UMaine does sell bottled beverage in the bookstore. Both a single door and double door cooler would be needed for the bookstore.

UMF’s bookstore is run by UMF and does not sell bottled beverages.

34. Frozen Dispensed Juice – Is Frozen Juice part of this RFP and if so, can you provide the Frozen Dispensed Juice Volume?

ANSWER: Refer to RFP Addendum 3