

REQUEST FOR PROPOSALS # 2023-011
Vending Services
RESPONSE ADDENDUM #2
September 2, 2022

QUESTIONS

Q1: The RFP states that the contract is for 5 years but there is an option for five (5) one (1) year renewals. Are the one (1) year renewals to make changes within the master operating agreement i.e. price or commission structure or is there a possibility of losing the contract after one or more years?

A1: The intent of the proposed contract term is to offer an initial term of 5 years, with an option to extend an additional 5 years through 1 year extensions for a possible 10 yr total.

RFP Appendix D- Master Agreement, Section 2:

Term: This Contract shall commence on October 1, 2022 and shall terminate on September 30, 2027, unless terminated earlier as provided in this Contract with option for five (5) optional one (1) year renewal upon the parties' mutual written agreement.

Q2: With the current economic climate and supply chain issues we have experienced 3 price increases on our candy within the last year. This causes a concern as the contract clearly states that price adjustments can only be made annually. Is there a process in place to seek an amendment to this policy or have it changed to reflect verbiage such as "Price increases can occur on an as needed basis with University approval, providing necessary and supporting documentation" or similar? Our concern is that we want to give the best price competitive quote given current market conditions and not based off from predictive pricing of future costs. As a company we cannot afford to be stocking vending machines with product at a loss.

A2: The University is open to language that allows for changes upon mutual consent during the contract term.

Q3: In Appendix C you give a breakdown of how many machines are on each campus along with other relevant student and meal statistics. Can you provide specific counts for how many beverage & snack machines are on each campus. This information will help us determine costs along with ongoing servicing expenses.

A3: Please see attachment titled, "RFP 2023-011 Campus Vending Machines".

Q4: Can you provide the most recent sales revenue reports per machine, location and gross revenue for UMaine?

A4: Please see attachment titled “RFP 2023-011 UMaine Annual Gross Vending Sales”. The information contained in the attachment is the best information that could be assembled given the timeline, quantities may vary.

Q5: Do you have a preference for all individual items to be priced out or can like items with the same price be grouped together (i.e., Mars Candy Bars - \$XXX) for simplicity and to allow the charts to be more succinct.

A5: Utilizing the existing charts allows us the ability to accurately compare responses.