

## ADDENDUM 1

DATE: April 19, 2019  
PROJECT: Grab-N-Go Food Services  
RFP NO: 744-R1904  
OWNER: The University of Texas Health Science Center at Houston  
TO: Prospective Proposers

This Addendum forms part of and modifies Proposal Documents dated, March 20, 2019, with amendments and additions noted below.

### 1. Questions & Answers

#### Question 1

Should there be a response to each section acknowledging that you read it? Section 1 Introduction, 2 Notice to Proposer, 3 Submission of Proposal and 4 General Terms.

#### Answer 1

Not needed.

#### Question 2

Section 3 Proposer's General Questionnaire- 3.1.9 When should we provide SS#?

#### Answer 2

You do not need to supply the answer to that question unless your organization is awarded a contract.

#### Question 3

Section 3 Proposer's General Requirements- 3.3.1 When should we provide resumes for key personnel?

#### Answer 3

Provide those known or that may be selected to manage this project if your organization is awarded a contract.

#### Question 4

Section 5 Specifications and Additional Questions- Section 5 requires that you copy the question and respond to the question some of those include additional bullet points should the bullet points included as well?

#### Answer 4

Not necessarily; the most important thing is to identify the question number so the evaluation team can easily find your answers to the specific question.

**Question 5**

Section 5 Specifications and Additional Questions-Should the company name be added to the response question where the word 'proposer' is or should there be an acknowledgment.

**Answer 5**

You can use a generic 'we' or you can use your company name.

**Question 6**

What is the population of students and staff for each facility visited?

**Answer 6**

We do not have a customer count for each of the locations which would include visitors or patients.

	Students	Occupancy	Total
SOD	569	681	1,250
MSB	1,108	3,044	4,152
UCT	267	1,252	1,519
SON	1,673	820	2,493

**Question 7**

On page 21 of the RFP, Section 5.4.7.9, "Plumbing maintenance costs are the responsibility of the Contractor". With older facilities, how will the determination be made regarding usage error vs structural error?

**Answer 7**

If the backup is within one of the locations, this can usually be identified if it is found that grease or food is disposed of in the sink instead of the garbage. This has occurred previously.

**Question 8**

Please provide prior FY annual costs for items listed in Section 5.4.7.10 a-e.

**Answer 8**

- a. Electrical Utilities      Approximate: SON-\$170; SOD-\$30; MS-\$40; UCT-\$150
- b. Telephone system and modems      Current Monthly Telephone: SON \$65.50; SOD \$18; SON \$18 Vendor takes care of adding outside business line from 3<sup>rd</sup> party provider such as AT&T to connect their registers to a Point of Sale System.
- c. Insect and Pest Control      Currently University absorbs fees, subject to change.
- d. Vent hood cleaning/maintenance      SON Semi Annual - \$825 each; UCT (TBD as is unknown since this is currently a leased location)

- e. Grease trap cleaning/maintenance and associates permit fees SON Semi Annual \$590 each and Permit \$135; UCT (TBD as is unknown since this is currently a leased location)

**Question 9**

Please provide the holiday schedule for each building, both for student semester and facility closure. Will the retail spaces be required to provide service when students are not in session?

**Answer 9**

The Holiday Schedule can be found at <https://www.uth.edu/hr/department/employee-relations/holiday-vacation-schedule.htm>.

Academic Calendars can be found at <https://www.uth.edu/registrar/current-students/student-information/academic-calendar.htm>.

The locations would only be closed during Full Closure and Skeleton Crew Holidays. Early closures would be considered for approval on a case-by-case basis. Possible exception for the Skeleton Crew Holidays would be the UCT location as there are many leased offices in the building that see patients.

**Question 10**

What are the current discounts for students and employees, please identify any other discount?

**Answer 10**

10% discount for Students

**Question 11**

What will be the annual fee for parking provided at SON?

**Answer 11**

SON	\$113.30 plus tax
RPC (SOD)	\$95 plus tax
UPB (MS)	\$155 plus tax
UCT	\$105 plus tax

**Question 12**

Can you provide the current volume of retail sales and the current volume of catering at each location.

**Answer 12**

Gross Retail Sales  
(rounded up and  
based on Fiscal Year  
(Sept to Aug))

YTD		FY18

MS	359,000		612,000
SOD	226,000		378,000
SON	283,000		518,000
UCT	unknown		unknown

UCT (unknown as this is currently a leased location)

Catering –not available for SON as currently, due to reporting, it is based on all vendor’s catering to UTH locations.

**Question 13**

What is the budget/person for the events held for the UT Austin MBA program.

**Answer 13**

Friday-Saturday \$76.60 with a maximum of \$105 inclusive of all charges except for specialized requests (i.e. Halal, etc.)

Friday-Saturday-Sunday \$160 maximum inclusive of all charges

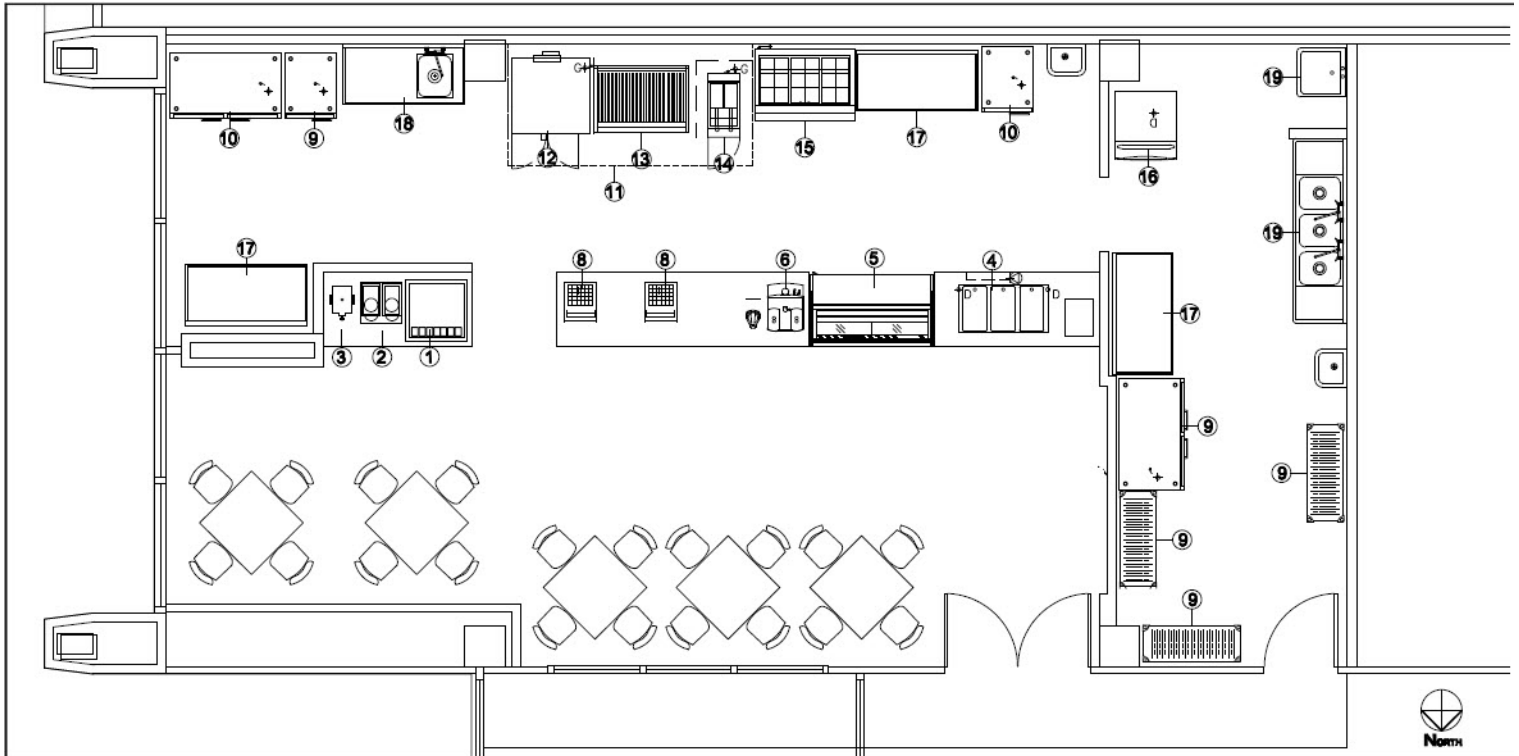
Class and event schedules can be found at <https://www.mcombs.utexas.edu/MBA/Houston>. Class calendar found under curriculum.

**Question 14**

Please provide the current utilities available for cooking equipment at the SON and University Center Tower. Can you provide specs of current electrical of the equipment in place to estimate capital costs for replacement.

**Answer 14**

Electric, Gas, Water. SON includes fryer, grill, pizza oven, panini grill.



KITCHEN EQUIPMENT FLOOR PLAN

SCALE: 1/2" = 1'-0"

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	Model	Electrical	Drain	Supply		Model	Electrical	Drain	Supply
1	Fountain Drink Dispenser	SV-150	120V/60Hz/2.8	.75" PVC(N.P.T.)	11	Kitchen Hood - Type I			
2	Drip Coffee Maker	Axiom Twin	120/208 21.8 Amp		12	Double Stack Oven	ZEPHAIRE-G	115/60/1 6Amp	3/4" IPS
3	Ice Tea Dispenser				13	Charbroiler	VCCB25	58,000 BTU	Pressure Regulator 5.0" W.C.
4	Drop-in Hot well	MOD-300D	240V 15Amp 1Ph	1/2" N.P.T.	14	Fryer	SR52G	120,000 BTU	3/4" N.P.T.
5	Refrigerated Display Case	HOU5652R	220/1/60 13.67Amp		15	Sandwich Prep table	UST4618	115/60/1 6.3Amp	
6	Espresso Coffee Machine	Veriamo 701	220V 30Amp L6-30P		16	Ice Machine	CO830MW-32A	208-230/60/1 15AMP	.75" PVC(N.P.T.)
7	storage wire shelf				17	SS Work Table			
8	Cash Register				18	SS Work Table w/ Sink	KMS-11B-306R		
9	Reach-in Freezer				19	3-Compartment SS Sink	94-3-64-18RL		
10	Reach-in Cooler	G20010	115/60/1 7.4Amp		20	Utility Sink	9-OP-20		

EQUIPMENT LIST

**Question 15**

Question 5.4.17.6 indicates that a beer or wine license will be obtained if the University determines the need. Can this be communicated in advance since the liability insurance costs are dramatically impacted by the necessity of such a license?

**Answer 15**

Yes. Will communicate if needed for event.