March 28, 2019

ADDENDUM NO. 1
RFP 191907
COIN, BILL AND CARD OPERATED SNACK VENDING
MACHINE SERVICE FOR ARIZONA STATE UNIVERSITY

Change:
RFP Time and Date Set for Closing has been changed to -
3:00 P.M., MST, Friday 04/05/19

Questions and Answers:
1. Q. Are we allowed to use the ASU logo in our proposal submittal?
   A. Yes

2. Q. Please list the revenue that Arizona State has directly received from your snack
   vending program for the last five years.
   A. FY18 - $516,326
   FY17 - $541,113
   Do not have FYs 15 & 16 in our revenue tracker

3. Q. What is the current commission payout?
   A. Sent to you previously

4. Q. Does your vendor have a minimum annual guarantee?
   A. MAG – sent to you previously

5. Q. What free products has ASU received from your snack vending program?
   A. None

6. Q. Have you conducted an audit of the vending sales specifically with readouts from the
   credit card readers? Please share the audit details if available.
   A. No

7. Q. Please provide Sales history per machine.
   A. Info not available

8. Q. Has the current vendor(s) requested a price change in the past three years? If yes, how often?
   A. Yes, once.

9. Q. How does ASU measure satisfaction with vending services?
   A. Direct feedback from end users
10. Q. Please list ON CAMPUS facilities/services (Café, convenience stores, markets, bookstores, other retail) that sell products that compete with vending.  
   A. Bookstores, Memorial Union, Charlie’s Café’s

11. Q. What campus card system does ASU use? Does it interface with your current vending card readers?  
   A. ASU is looking for you to provide innovative solutions based on what is proposed in the RFP. This is not contingent on our current readers.

12. Q. Please clarify restrictions on where we can push carts during daylight hours, commission %, and or guaranteed minimum?  
   A. Please find the ASU access policy online

13. Q. Have you conducted an audit of the vending sales specifically with readouts from the credit card readers? Can you share the results?  
   A. No

14. Q. Who is the current contract holder for your Snack Vending Service?  
   A. Gilly’s National, Inc.

15. Q. Who is the current the service provider for your Snack Vending Service?  
   A. Ace Vending

16. Q. Do you have vending sales (Gross) or otherwise? None are listed in the RFP.  
   A. FY18 total sales were $516,326.

17. Q. As I understand the current vending contract is subcontracted out, is that approved as required in the RFP?  
   A. Our preference is a direct provider but will consider subcontracted services based on RFP response.

18. Q. Are you looking to change services or simply required to rebid?  
   A. Required to rebid.

19. Q. What are the total sales for the snacks in 2017-2018?  
   A. $516,326.

20. Q. I saw that $162k was paid as a minimum guarantee – did your commissions earned exceed the minimum rate?  
   A. No

21. Q. Please provide a list of all companies/vendors responding to this RFP.  
   A. Unable to give names of responders until opening time/date of 3:00 P.M., MST, 04/05/19. See Exhibit A for list of possible proposers.

22. Q. Please provide the current rate of commission received?  
   A. Minimum 20% on gross sales, tiered by product (see #22).
23. Q. What is the current vending machine pricing by product and location?
   A. Large serve chips – from $1.50 to $1.65 (sales tax included)
      Candies, chocolates, and Bars – From $1.75 to $1.85 (sales tax included)
      Cookies and pastries – From $1.75 to $2.00 (sales tax included)

24. Q. Can you provide us with name of the current snack vending, beverage vending and
    food service provider?
   A. Gilly’s National, Inc.

25. Q. Please provide past annual sales figures.
   A. FY18 total sales were $516,326.

26. Q. What is the current commission rate?
   A. See #27.

27. Q. Please describe the current commission payment structure.
   A. 20% Commission on Candy
      25% Commission on Cookies
      25% Commission on Gum & Mints
      41% Commission on Snacks

28. Q. Please describe any “In Kind,” donations.
   A. 1. Contractor will provide a one-time payment of One Thousand Dollars
       ($1000.00) for each additional machine placed in a mutually agreed location
       including new buildings based on minimum sales thresholds.
       2. Contractor will provide annual promotional dollars (free products or
          internships) in the amount of One Thousand Dollars ($1000.00) per Agreement
          Year. The annual promotional dollar allocation cannot be rolled over from one
          agreement year to the following agreement year.
       3. Contractor will provide student internships in its Marketing Campus Picture
          Project in the amount of Ten Thousand Dollars ($10,000.00) over five (5) years.
       4. Contractor will provide one percent (1%) of sales generated from any new
          entity contracting with Contractor referred by the University to Contractor or
          from any new entity contracting under the terms of this Agreement.

29. Q. Are you currently receiving any bonus payments above the commission?
   A. Annual minimum $160,000.

30. Q. What is the current MAG?
   A. $160,000.

Clarifications:

Kindly clarify what you consider appropriate evidence in the following questions:
1. The proposer shall present evidence that the firm or its officers have been engaged for
   at least the past five (5) years in providing services as listed in this Request for Proposal.
   Q. Would the list of references who we have provided vending services for longer than
      5 years suffice? If not, please provide other options or examples of acceptable
      evidence
A. Yes, 5 years or longer. Proposer may also use a copy of any licenses you hold for 5 years or longer for providing vending services.

2. The proposer must submit evidence that the total number of vending machines they currently have in service is greater than 250.
   Q. What form of evidence do you require?
   **A. Report of vending machines in service with addresses and length of placement**

3. The proposer must provide evidence that a performance bond and insurance certificates can be provided within ten (10) days after award is issued.
   Q. What form of evidence do you require?
   **A. Proposer may send in the name of your bonding company stating this is who will be used and a copy of your current insurance certificate, stating you will be able to meet the insurance requirements in the RFP if awarded the contract.**

Questions regarding this notice, please contact me at 480-965-3270 or karen.ashe@asu.edu. All postings for RFP 191905 can be found at [http://www.asu.edu/purchasing/bids/index.html](http://www.asu.edu/purchasing/bids/index.html).

Thank you,

*Karen S. Ashe*

Karen S. Ashe, Purchasing Manager
Purchasing and Business Services
21. Q. Please provide a list of all companies/vendors responding to this RFP.
   A. Unable to give names of responders until opening time/date of 3:00 P.M., MST, 04/05/19. See Exhibit A for list of possible proposers.

1. Global Vending Service
2. Sodexo
3. Vending One
4. Premier Vending Inc
5. Compass USA (Canteen)
6. Proformance Vending USA
7. Gilly’s Vending
8. Heartland
9. Accent Foods (Ace Vending)
10. Southwest Vending
11. AZ Fresh Vending
12. Camelback Vending Services
13. Corporate Vending Services