

# ADDENDUM No. 1

## RFP No. 20-09

### COLD BEVERAGE VENDING

**Due: March 11, 2020 at 2:00 P.M. (local time)**

The following changes, additions, and/or deletions shall be made to the Request for Proposal for COLD BEVERAGE VENDING, RFP No. 20-09, on which proposals will be received on/or before the date and time listed above.

The information contained herein shall take precedence over the original documents and all previous addenda (if any) and is appended thereto. **This Addendum includes two (2) pages.**

**The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.**

**The following forms provided within the RFP Document must be included in submitted proposal:**

- **Attachment C – Non-Discrimination Ordinance Declaration of Compliance Form**
- **Attachment D – Living Wage Declaration of Compliance Form**
- **Attachment E – Vendor Conflict of Interest Disclosure Form**

**Proposals that fail to provide these forms listed above upon proposal opening will be rejected as non-responsive and will not be considered for award.**

#### I. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the RFP. Respondents are directed to take note in its review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: What is the current vending cost for products being sold in cold beverage machines?

Answer 1: Products being sold currently are priced between \$1.00-\$2.00.

Question 2: May a vendor provide a presentation along with delivering its RFP?

Answer 2: Presentations will only be granted if the City decides to move forward with a formal vendor interview process.

Question 3: What is the City's current commission rate for cold beverage sales?

Answer 3: The City receives from its current Contractor a 22% NET revenue commission rate minus deposits with cold beverage vending sales.

Question 4: What is the current incentive fee that the City receives?

Answer 4: The City currently receives a sponsorship payment in the amount of \$10,000 per year to be set aside to be used for the Parks and Recreation Scholarship Program. Additionally, the Contractor sponsors a minimum of 4 special events per year and

donates 50 cases of product annually to be used for City sponsored activities at the discretion of the City.

Question 5: What amount of rebate does the City currently received?

Answer 5: The city receives a \$0.96 per case rebate on actual cases distributed through the Contractor.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.