



REQUEST FOR PROPOSAL (RFP) NO. P19-004

UAA MAIN CAMPUS AND/OR ALASKA AIRLINES CENTER DINING SERVICES

AMENDMENT NUMBER: ONE (1)

DATE ISSUED: Tuesday, December 18, 2018

SUBMISSION INSTRUCTIONS:

Sealed proposals **must** be submitted via the **BONFIRE** Portal (see instructions on page 50 of RFP P19-004). No other delivery method shall be accepted. Proposals will be received until:

DATE: Tuesday, February 5, 2019

TIME: 2:00 PM AKST

CONTACT FOR RFP INQUIRIES:

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Request for Proposal P19-004 is hereby amended as follows:

1. The RFP Submission Deadline is extended to Tuesday, February 5, 2019. As a result of this extension, the Notification of Short List for Interviews, Short List Interviews, and Notice of Intent to Award are extended by one (1) week.

The Calendar of Events on page 1 and approximate contract schedule on page 12 are replaced with the following modified version:

RFP Published	December 6, 2018
Mandatory Pre-Proposal Conference	December 14, 2018, 10:00 am
Site Visits to Existing Accounts by UAA	January 2019 – March 2019
Questions Due from Proposers	December 17, 2018. 5:00 pm
Answers to Questions issued to Proposers	December 18, 2018
Proposal Due Date/Time	February 5, 2019, 2:00pm
Notification of Short List for Interviews	March 7, 2019
Short List Interviews	Week of March 18 2019
Notice of Intent to Award	April 8, 2019
Contract Commencement	July 1, 2019

2. Offeror-submitted Questions and answers are provided following the pre-bid conference held on Friday, December 14, 2018.

1. **Question:** Do you have the following revenues for the past two years: catering, conferences, AAC catering and AAC concessions?

Answer: The requested revenue data is provided in the attached RFP P19-004 Appendix 1 – Amendment 1.

2. **Question:** On page 3 a. it says to submit only through Bonfire, but then it says in c. to be submitted in a sealed envelope. Can you clarify if you would like it via Bonfire and a hard copy?

Answer: All submissions shall be delivered through the BONFIRE Portal. The language in 2. Sealed Proposals, (c) was included in error, and is hereby deleted from RFP P19-004.

3. **Question:** Due to the upcoming holiday season and to be able to complete all requested documents, we respectfully request at minimum a two week extension.

Answer: The submission deadline for RFP P19-004 is hereby extended by two weeks, from Tuesday, January 22, 2019 to Tuesday, February 5, 2019.

4. **Question:** Is the amortized capital debt amount carried forward from previous projects or intended for usage on new projects?

Answer: The remaining capital debt has been carried forward from previous, completed projects. There are no capital funds remaining from current contract.

5. **Question:** Were any campus dining facilities significantly damaged as a result of the November 30, 2018 earthquake?

Answer: No significant damage requiring extensive maintenance occurred. In keeping with campus-wide requirements, all dining facilities closed Tuesday, December 4, 2018 for cleaning and repairs, and reopened on schedule Wednesday, December 5, 2018.

6. **Question:** How many events were held at the Alaska Airlines Center in 2018?

Answer: A total of 194 unique events were held at the Alaska Airlines Center in 2018. Reference the attached Excel spreadsheet, titled Alaska Airlines Event List- Attendance for event descriptions and attendance totals.

7. **Question:** Who owns the point of sale machines in the Alaska Airlines Center concession stands?

Answer: Point of Sale hardware and software are owned by the University and maintained as an allowable expense to the vendor.

8. **Question:** How were the currently contracted food services established at the Alaska Airlines Center?

Answer: The Alaska Airlines Center opened as a newly constructed facility in 2014. The University elected to add this facility to the current campus-wide food services contract.

9. **Question:** Is the Kaladi Brothers Coffee shop a licensed or subcontracted facility?

Answer: Kaladi Brothers Coffee in the Social Science Building is not subcontracted. The successful vendor will hire and manages employees, control pricing based on the market, and control retail offerings. There is no licensing fee associated with the Kaladi Brothers Coffee brand at this location, so long as Kaladi Brothers Coffee products are exclusively offered here.

10. **Question:** Are dining services at Cuddy Hall a la carte?

Answer: Yes. Dining services at Cuddy Hall are a la carte.

11. **Question:** What is the current occupancy rate for campus housing?

Answer: Reference the Demographics tab of the attached RFP P19-004 Appendix 1 – Amendment 1 for campus housing occupancy rates.

12. **Question:** Will there be an asbestos challenge in Cuddy Hall? If so, who is responsible for addressing the challenge?

Answer: Cuddy Hall is categorized as Presumed Asbestos Containing Material, although two recent renovations were not hampered by this designation. The two recent involved the build-out of Daily Grind coffee shop, and Culinary Arts kitchen upgrades.

13. **Question:** Where would the majority of capital need to be spent at UAA?

Answer: Per F. Scope of Work, 11 Financials, 11.3: "The University has identified the following needs and will work collaboratively with the Vendor in establishing priorities for investment.

- Assumption of \$1,050,000 in unamortized capital debt to be amortized over the initial 10-year term of the new contract.
- Upgrades to Cuddy Marketplace

14. **Question:** On the Alaska Airline center - there are 6 concession stand locations, do they all have to offer the same thing? Or can we theme the locations?

Answer: The Alaska Airlines Center has four (4) concession stand locations. There is no requirement to offer identical products at each location during events. Offerings may be unique to each location in order to maximize total revenue at events. Offerings may vary from event to event based on participant demand.

ATTACHMENT 1: APPENDIX 1 – AMENDMENT 1

ATTACHMENT 2: ALASKA AIRLINES EVENT LIST- ATTENDANCE

All attachments shall be considered part of Amendment One (1) to RFP P19-004. All other terms and conditions remain unchanged.

Note: Acknowledgement of this amendment is required. Please sign and return this amendment with response to this RFP. Failure to acknowledge this amendment or rerun the signed amendment with the proposal response may remove a proposal from further consideration.

Signature

Date

Company Name