



Ventura County Community College District
761 East Daily Drive, Camarillo, CA 93010
Purchasing Department

TO: All Bidders March 30, 2019
FROM: Janice Kisch, Purchasing Specialist
SUBJECT: RFP 564, Districtwide Beverage Vending Services

RFP 564, Districtwide Beverage Vending Services – Addendum 1

This addendum is hereby made a part of the contract documents to the same extent as though it was originally included therein and takes precedence over the original documents.

Note that the Bid Proposal Form requires acknowledgement of receipt of all addenda.

It is the responsibility of the Bidder to verify that their Bid Proposal and all addenda has been received and delivered to the VCCCD Purchasing Department prior to the bid opening date and time. Verification of receipt can be obtained through the listed Purchasing Specialist.

New Information:

1. Sealed Bids will be due by or before Thursday, April 11 no later than 3:00 pm. No electronic bids will be accepted.
2. Food truck sales and activities are excluded and not a part of this RFP.
3. Bookstores are not a part of the RFP. The District reserves the right to include bookstore products after award of the RFP.
4. A 'Rolling Report' of Volume Sales from 2017 and 2018 are included in this addendum.

Questions Asked and Answers:

1. Exhibit B, PepsiCo needs the actual annual *case volume* for the Vending Machines-and the Bookstores.
ANSWER: Our current service provides with units sold rather than case volume.
2. Is the form on page 13 the Bid Form or is there a different form?
ANSWER: There is no formal Bid Form for this RFP. Vendor will provide their own pricing form documents.
3. Will the district accept a 5-year proposal or a 3-year proposal with 2 one-year extensions?
ANSWER: Yes. The District plans to award a 3 year term with 2 one-year extensions.
4. Is the Certificate of Insurance required with the bid or after the award? **ANSWER:** After

5. Is there an operating cafeteria at one location? **ANSWER:** Yes. Oxnard College provides lunch service for sale as a part of its Culinary Arts Program.
6. Will bookstores be exclusive based on who is awarded the vending rights?
ANSWER: Bookstores are not included at this time.
7. Page 11, Commissions. The commission structure from PepsiCo is calculated slightly different, but the end result is the Net Sale. Will you accept our example for the net sales? **ANSWER:** Commissions should be based on Net Sales.
8. PepsiCo pays commissions 13 times a year on a Period Calendar. PepsiCo will provide the calendar. Will that be acceptable? **ANSWER:** The District requests monthly commission reports. You may describe the scenario in the RFP response.
9. Page 9 of the RFP Specifications Section 3 seems to go from A, B to D. It appears "C" is missing? **ANSWER:** It is on page 10 as follows: "C. Vending machines should have a meter or other means that can track sales and coins/cash received. Describe your firm's policy to allow the District to monitor such meters."
10. What is the current commission rate being received on vending and bookstore sales?
ANSWER: Vending machine commissions are currently 35% of net sales. Bookstore sales are not included in this RFP.
11. Three Coke statements were included in the RFP. Are those for bookstore amounts of units sold? **ANSWER:** No. These are sample statements from vending machines only.
12. How often are bookstore coolers being stocked? **ANSWER:** N/A. Bookstore sales are excluded from this RFP.
13. On page 2 of Specifications, please clarify if the Section 1773 prevailing wage stipulation is applicable to this contract? **ANSWER:** Prevailing wage stipulations to not apply.
14. On page 8 of Specifications, you list 47 units. Are those all solid front beverage machines, or provide glass front total as well. **ANSWER:** Detailed machine types may be observed at the colleges.
15. How many beverage coolers at each bookstore is the vendor to provide? **ANSWER:** Bookstore coolers will remain as existing and are excluded from the RFP.
16. What is your previous 12 month history on theft/vandalism instances?
ANSWER: One glass-front vendor has been vandalized near the Library at Moorpark College in October of 2018. No other incidents to report.
17. In Exhibit B, you listed your commission amounts received. What is the 12 months sales revenue for vending? **ANSWER:** Attached in this Addendum is a 1 year 'rolling report' of sales volume.

18. Is the cafeteria at Oxnard College included in the RFP?

ANSWER: Only the beverage fountain. No coolers.

19. If any of the campuses were to re-open a cafeteria (VC or MC), would this be included since it would be direct delivery not vending or would a new RFP be released?

ANSWER: The District has no plans to open a cafeteria area at the colleges.

3/30/19

VCCCD 12 Month Rolling Volume Report -Comp ~ Yr. 12/2018 vs. YAG

Total CustomerName: 57

CustomerName - VCCCD: MC/OC/VC

	Volume 2018	Volume 2017	Volume Diff	Volume % Chg
MOORPARK COLLEGE 6 VENTURA CA	127	151	-23	-15.52
MOORPARK COLLEGE CONCESSION	100	155	-55	-35.48
MOORPARK COLLEGE VENTURA CA	161	230	-69	-29.99
MOORPARK COLLEGE VENTURA CA	39	76	-37	-49.15
MOORPARK COLLEGE VENTURA CA	32	102	-70	-68.59
MOORPARK COLLEGE VENTURA CA	207	271	-65	-23.89
MOORPARK COLLEGE VENTURA CA	194	298	-104	-34.97
MOORPARK COLLEGE VENTURA CA	98	125	-28	-21.98
MOORPARK COLLEGE VENTURA CA	30	55	-25	-44.77
MOORPARK COLLEGE VENTURA CA	22	36	-14	-38.26
MOORPARK COLLEGE VENTURA CA	66	125	-58	-46.81
MOORPARK COLLEGE VENTURA CA	51	72	-21	-29.23
MOORPARK COLLEGE VENTURA CA	112	186	-74	-40.02
MOORPARK COLLEGE VENTURA CA	178	130	48	36.55
MOORPARK COLLEGE VENTURA CA	23	31	-9	-27.87
MOORPARK COLLEGE VENTURA CA	27	48	-21	-43.37
MOORPARK COLLEGE VENTURA CA	100	103	-3	-2.84
MOORPARK COLLEGE VENTURA CA	49	44	4	9.94
MOORPARK COLLEGE VENTURA CA	197	266	-69	-26.08
MOORPARK COLLEGE VENTURA CA	165	217	-53	-24.26
MOORPARK COLLEGE VENTURA CA	210	172	38	21.82
OXNARD COLLEGE CAFETERIA	100	0	100	100.00
OXNARD COLLEGE VENTURA CA	4	5	-1	-26.18
OXNARD COLLEGE VENTURA CA	99	92	7	7.40
OXNARD COLLEGE VENTURA CA	52	42	10	22.44
OXNARD COLLEGE VENTURA CA	72	86	-15	-16.87
OXNARD COLLEGE VENTURA CA	20	77	-56	-73.58
OXNARD COLLEGE VENTURA CA	82	69	12	17.99
OXNARD COLLEGE VENTURA CA	75	15	59	389.89
OXNARD COLLEGE VENTURA CA	98	106	-8	-7.39
OXNARD COLLEGE VENTURA CA	153	139	14	10.03
OXNARD COLLEGE VENTURA CA	98	81	18	21.69
OXNARD COLLEGE VENTURA CA	47	46	2	3.48
OXNARD COLLEGE VENTURA CA	134	100	33	33.37
OXNARD COLLEGE VENTURA CA	60	58	2	3.56
OXNARD COLLEGE VENTURA CA	133	127	6	4.74
VENTURA COLG SANTA PAULA CAMPS VENTURA C	43	29	14	50.21
VENTURA COLLEGE DAY RD VENTURA CA	16	9	7	85.24
VENTURA COLLEGE VENTURA CA	36	31	5	15.92
VENTURA COLLEGE VENTURA CA	65	69	-5	-6.92
VENTURA COLLEGE VENTURA CA	151	156	-4	-2.73
VENTURA COLLEGE VENTURA CA	4	38	-34	-90.01
VENTURA COLLEGE VENTURA CA	48	35	13	37.79

VENTURA COLLEGE VENTURA CA	33	47	-14	-29.81
VENTURA COLLEGE VENTURA CA	37	43	-6	-13.21
VENTURA COLLEGE VENTURA CA	78	109	-31	-28.75
VENTURA COLLEGE VENTURA CA	293	305	-12	-3.84
VENTURA COLLEGE VENTURA CA	41	24	17	71.15
VENTURA COLLEGE VENTURA CA	169	180	-12	-6.49
VENTURA COLLEGE VENTURA CA	84	85	-2	-1.76
VENTURA COLLEGE VENTURA CA	107	137	-31	-22.35
VENTURA COLLEGE VENTURA CA	219	287	-68	-23.76
VENTURA COLLEGE VENTURA CA	44	47	-3	-5.41
VENTURA COLLEGE VENTURA CA	44	113	-69	-61.03
VENTURA COUNTY FIRE ACADEMY VENTURA CA	57	61	-4	-7.19
VENTURA COUNTY FIRE ACADEMY VENTURA CA	12	10	1	11.55
VENTURA COUNTY FIRE ACADEMY VENTURA CA	34	57	-23	-40.53
Totals	5,025	5,810	-785	-13.52