Procurement and Contracting Services

Request for Proposals to Provide The University of Arizona Health Sciences Innovation Building with a Qualified Operator of a New Food Concept

ADDENDUM #2

Please mark all proposal submission Envelopes with the following information

Sealed RFP # L182004
Due on 9/9/19 no later than 2:00 PM, MST
The following questions have been received by the technical question due date of August 29, 2019 by 2:00 PM, MST.

1. What is the expected CatCards usage at the HSBI café? It would be helpful to know the answer as a percentage of total sales.
   a. This is a new concept and building so data is not available at this time. We would not want to suggest a percentage with no supporting data.

2. Regarding section 5.14 (page 27 of RFP), on annual minimum cash guarantee payment, could you please elaborate what this means for the University?
   a. The University is asking for an annual financial guarantee for the opportunity to open a dining concept venue on campus to support UAHS strategic initiatives.

3. Could you also provide some examples of the co-sponsor and promotional activities that have been done in the past and that you would be expecting?
   a. The University is looking for support for UAHS student/and faculty events, learning opportunities around health initiatives, student internships, scholarships, and/or philanthropic gifts in support of faculty and programs in health sciences.

4. Please describe the potential reporting relationship between the awarded vendor and the University Administration.
   a. It is an expectation to have regularly scheduled meetings with leadership of UAHS and Arizona Student Union as a business partner to build a collaborative campus relationship.

5. Based on the tour of the intended space for the future food service operation there will need to be an extensive amount of architectural drawings, retro fitting, ventilation, food service equipment and other related renovation costs. Please outline how much investment, if any, the University will contribute toward these expenses.
   a. Future negotiation item.

6. Who oversees the current food trucks providing service to the Health Sciences campus? Will that reporting structure change when the new provider begins service?
   a. Student Union staff assists in identifying qualified food truck vendors. UAHS Planning and Facilities assists to coordinate the on-site placement, set-up and communication to UAHS community. These trucks have been health code certified reviewed, insured and risk management approved, allowing for options to be served across campus via this type of service. We do not see this reporting structure changing. Boundaries could be defined where trucks are not permitted for service, allowing the winning bidder better chance to serve that community space.
7. Can the University share some background as to why the In-House Dining program (Student Unions) is not pursuing the operation of this new facility given the amount of resources and infrastructure currently present with their dining operations?
   a. The Arizona Student Unions is in support of UAHS review of all options to be considered for a new dining venue to supplement the current existing food services provided to the campus community.

8. Will the University allow for exclusivity for all dining services, included catering on the Health Sciences Campus to the awarded service provider for the new HSIB venue?
   a. This is addressed in section 5.2 and section 5.25 and mentioned in Addendum 1 #12.

9. How many days a year will the dining facility need to be open for service?
   a. Year round on regular business days, less University specified holidays however, flexibility is required outside of business hours to support special events.

10. When do you anticipate opening the new dining venue once all the needed renovations are completed by the University?
    a. As soon as possible.

11. What type of service model is preferred – i.e. walk-up/take out or sit down and be served?
    a. Walk-up / take out.

12. Is the University open to alternative financial arrangements other than what is outlined in the RFP? For example, would a cost + fee arrangement be considered versus a rent + commissions model?
    a. The University will consider any financial proposal arrangement that is in the best interest of the University and UAHS.

End of addendum, all else remains the same