

ADDENDUM ONE

DATE: April 23, 2014

TO: All Vendors

FROM: Michelle Thompson & Nancy Storant, Buyers
State Purchasing Bureau

RE: Questions and Answers for RFP Number 4660 Z1
to be opened May 5, 2014 2:00 PM Central Time

See Attachment 2 to view the current inventory.

See Attachment 3 to view the floor plan.

Following are the questions submitted and answers provided for the above mentioned Request For Proposal. The questions and answers are to be considered as part of the Request For Proposal.

QUESTIONS	ANSWERS
<p>1. Do you have any historical revenue data?</p> <p>Café and Catering with breakdowns for both?</p>	<p>No, there is no historical revenue data as this is a RFP for a new service. All vendors were provided with a survey. See Attachment 1 to view the survey results.</p> <p>The building has catered 18 events in the past 12 months with 1200 total attendees. Christmas party will be open bid. Retirement and promotion ceremonies are not obligated to the first right of refusal.</p>

QUESTIONS	ANSWERS
<p>2. What is the current participation rate? Do you have daily customer counts?</p>	<p>Café is not currently operating. The State cannot provide this information as this RFP is for a new service. See Attachment 1 to view the survey results.</p>
<p>3. Do you have the current average price per meal for breakfast and lunch?</p>	<p>See the response to question #2.</p>
<p>4. We don't read that there is any stipulation on sales of bottled water or sodas in the RFP. Will Duplication of those products already for sale under Randolph-Sheppard federal priority be allowed?</p>	<p>Yes, duplication is allowed.</p>
<p>5. Question Number RFP 4660Z1 1. JFHQ - RFP 4660Z1 - Section Reference B. Utilities & Rent RFP 4660Z1 Page Number 36 Questions; Please confirm that the \$75 for Rent and \$75 for Utilities is an annual expense or are these a monthly expense?</p>	<p>Per Section IV, B Utilities and Rent, \$75 for Rent and \$75 for Utilities are a monthly expense for the first year. These rates will be recalculated on an annual basis. Qualified vendors under the Randolph-Shepard Act are excluded from paying rent and utilities.</p>
<p>6. Question Number RFP 4660Z1 2. JFHQ - RFP – 4660Z1 Section Reference C. Operation Management Plan 2. Pricing RFP 4660Z1 Page Number 36 & 37 Questions; Could you please provide a copy of the current menu and pricing?</p>	<p>See the response to question #2. It is the responsibility of the bidder to submit a menu with pricing as part of their proposal response.</p>

QUESTIONS	ANSWERS
<p>7. Question Number RFP 4660Z1 3. JFHQ - RFP – 4660Z1 – Section Reference 5. Catering & Dining/Cashiers Space RFP 4660Z1 Page Number 39 Questions; Will Catering Services be contractually exclusive with the winning contractor? If not, will Catering Services be offered to the contractor on a “1st right of refusal” basis?</p>	<p>No, catering is not exclusive to the winning contractor.</p> <p>The contractor shall have no expectation that they have "1st right of refusal" or that they are the sole, exclusive vendor for parties or events (Christmas, Retirements, Promotions, etc).The contractor may submit bids for catering (government or private in-building) as long as it does not interfere with the normal business hours or café services per Section IV, C. Operation Management Plan, 5. Catering and Dining/Cashiers Space.</p>
<p>8. Question Number RFP 4660Z1 4. JFHQ – RFP 4660Z1 – Section Reference D. 1. Direct Operating Costs of Foodservice vi. Telephone, Data, and Facsimile Service RFP 4660Z1 Page Number 39 & 40 Questions; Can you provide a cost of what it currently costs to operate the telephone, data and facsimile services in your facilities?</p>	<p>See the response to question #2.</p> <p>Costs associated with telephone, data and facsimile are the contractor’s responsibility.</p>
<p>9. Question Number RFP 4660Z1 5. JFHQ - RFP 4660Z1 - Section Reference D. 10. Responsibility Matrix RFP 4660Z1 Page Number 43 Questions; Repair kitchen equipment, fixtures – Contractor responsibility? Replace Kitchen equipment, fixtures – NMD responsibility? Please explain. On page 40 #2. It states that NMD will make both routine repairs and replacements of equipment. This seems confusing.</p>	<p>See Section IV, D Business Requirements, 2 Facility, Equipment, and Services Provided by the Nebraska Military Department (NMD) on page 40.</p> <p>If damage is outside of normal wear and tear, the contractor will be held liable for the repair. The NMD will cover routine repairs and normal life-cycle replacement. NMD will determine if a repair qualifies for normal wear and tear.</p>
<p>10. Question Number RFP 4660Z1 6. JFHQ - RFP 4660Z1 - Section Reference D. 10. Responsibility Matrix RFP 4660Z1 Page Number 43 Questions; Painting, any kitchen – has responsibility as both the NMD & Contractor. Please explain.</p>	<p>See the response to question #9.</p>

QUESTIONS	ANSWERS
<p>11. Question Number RFP 4660Z1 7. JFHQ - RFP 4660Z1 - Section Reference D. 10. Responsibility Matrix RFP 4660Z1 Page Number 43 Questions All equipment used by Contractor for foodservice – responsibility of contractor? Again, confusing on who is responsible for replace and repair. Please explain</p>	<p>See the response to question #9.</p>
<p>12. Question Number RFP 4660Z1 8. JFHQ - RFP 4660Z1 - Section Reference D. 10 Responsibility Matrix RFP 4660Z1 Page Number 43 Questions; Repair of telephone & fax lines - NMD but repair/troubleshooting of telephone & fax – contractor. Please explain further.</p>	<p>See the response to question #9.</p>
<p>13. Question Number RFP 4660Z1 9. JFHQ - RFP 4660Z1 - Section Reference D. 13. Customer Base RFP 4660Z1 Page Number 44 Questions;</p> <p>a. Could you further explain how many of the 290 employees are physically located close enough to the cafeteria to be able to use the facility during their assigned lunch hours?</p> <p>b. Could you further explain how many of the 940 employees housed on the air base are able to and do use the cafeteria facility during hours of operation?</p> <p>c. Of the 10,000 annual visitors to the JFHQ building – how many are given the opportunity or do use the cafeteria facilities?</p>	<p>a. 290 people work within the JFHQ building.</p> <p>b. See the response to question #2.</p> <p>c. See the response to question #2.</p>

QUESTIONS	ANSWERS
<p>14. Question Number RFP 4660Z1 10. JFHQ -_RFP 4660Z1 - Section Reference E. Contractor Responsibilities 1. Janitorial Services RFP 4660Z1 Page Number 45 Questions; Please explain this item further – or does it simply include all the responsibilities previously shown on pg. 42 & 43 in the responsibility matrix?</p>	<p>Contractor is responsible for all janitorial and sanitization services within the café area: (food preparation area, the main serving area, cash register area, office, the dining area, etc).</p>
<p>15. Question Number RFP 4660Z1 11. JFHQ -_RFP 4660Z1 - Section Reference A. Financial Statements RFP 4660Z1 Page_Number 47 Questions;</p> <p>a. Please provide to potential contractors the financial information regarding income generated at the cafeteria facility for the past 3 years?</p> <p>b. Please provide to potential contractors information regarding # of employees at the cafeteria facility and their wages.</p>	<p>a. See the response to question #2.</p> <p>b. See the response to question #2.</p>