

**Department of Materials Management
Procurement Unit
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

May 25, 2019

NOTICE TO OFFEROR'S

The following are questions and responses regarding

RFP 7173.2, Vending Services

Question 1: What schools have equipment?

Answer: See section 5.3 Locations of Equipment, Approximately 130 elementary schools, 63 secondary schools, 10 office locations

Question 2: How many pieces and what type(s) of equipment are in each school?

Answer: See section 5.3 Locations of Equipment Types of Machines – Snack, Beverage, Ice Cream (10 schools). Schools may have as few as one machine (elementary schools) to as many as 15 machines (large secondary school).

Question 3: What are the revenues by asset per school and for the entire MCPS?

Answer: Sales vary depending on the number of machines at each location. For example, during a 3 month period, sales at elementary schools varied from \$44.00 to \$590.00. At secondary schools, for a one month period sales ranged from \$45.00 to \$4,489.00

Question 4: Who is/are the existing service provider?

Answer: Culinary Ventures/Royalle

Question 5: What is the existing commission structure?

Answer: 15% or 25%

Question 6: We prefer to use a Google form instead of a phone number for service calls and refunds as to best record the data and circulate it among the staff. Is this acceptable?

Answer: Yes

Question 7: What would be the lease tax payable by MCPS (section 6.6)?

Answer: a response is not available at this time and will be addressed at the pre-proposal conference

Question 8: Do the MCPS lease vending equipment?

Answer: No. Please see section 4.0 Scope of Services, paragraph 3.

Question 9: Are machine codes the same as asset numbers (frequently the same as the machines' serial numbers)?

Answer: a response is not available at this time and will be addressed at the pre-proposal conference

Question 10: What is meant my "redacted copy"? Is this different than sections marked proprietary or confidential?

Answer: A redacted copy is one that has any confidential or sensitive information removed.

Question 11: In section 25, the subsections are labeled 10.1-10.3. Should these be labeled 25.1-25.3 in responses to the RFP?

Answer: Yes.

Question 12: In the .pdf version of the RFP, sections 34 and 35 do not exist. Is there any information to respond to in these omitted sections?

Answer: No, these sections were omitted.

Question 13: A presentation and a planogram showing product selections, nutritional information, ingredients list, and Smart Snacks calculator compliance are requested. Are these two separate documents or can they be the same?

Answer: They are separate documents. The planogram shows where various products or types of products would be placed in the vending machine. Then, each individual product would have specific nutrient information, an ingredient label and a printout showing SMARTSNACK compliance status.

Question 14: What are the hours of access/operations for equipment that is compliant with Smart Snack and MCPS nutritional regulations?

Answer: See section 19.0 USDA Guidelines Paragraph one. The nutrition standards apply from 12:01 am through 30 minutes after the end of the school day.

Angela McIntosh-Davis, CPPB, Team Leader
Procurement Unit



AMD/tmb

Please indicate your receipt of this notice my signing below and returning with your proposal or under a separate cover.

Accepted By: _____
(Name & Title)

Name of Company: _____