

UNIVERSITY OF NEBRASKA AT KEARNEY  
Office of Procurement & Payment Services  
Warner Hall  
2504 9<sup>th</sup> Ave  
Kearney, Nebraska 68849-1240  
March 14, 2019  
Request For Proposal #19-03

**ADDENDUM NO. 2**  
**University of Nebraska at Kearney**  
**Management and Operation of University Dining Services**

The following questions and corresponding responses and/or clarifications relate to the Request for Proposal #19-03 “Management and Operation of University Dining Services” for the University of Nebraska at Kearney, that is scheduled for public receipt on March 27, 2019 at 2:00 PM Local Time.

**NOTE: THIS IS ADDENDA: 1 OF 1**

1. **Question: Seeking clarification: Appendix G (Food Service Sales 7/1/15 - 6/30/16), if "Invoiced Sales" of \$71,238.03 are also included in another revenue figure provided in RFP such as Catering (\$210,989.60), Camps Pre Season (\$72,387.41), or NSE (\$10,301) also found in same appendix.**

**Answer:** Invoiced Sales are included in Catering/Camps/Pre-Season amounts. The Dining Halls and Retail boxes show the method sales were tendered; separated out of those numbers are Catering/Camps/Pre-Season/NSE which are not additional revenues. The current Contractor provided additional financial detail in *Exhibit F*. Included, are sales data, Catering Internal/External, NSE, Camp/Conference/Pre-Season, average participation, and average number of students on a meal plan from July 1, 2015 – June 30, 2016, July 1, 2016 – June 30, 2017, July 1, 2017 – June 30, 2018, and July 1, 2018 – January 31, 2019. *Exhibit F* supersedes *Exhibit E*.

2. **Question: Follow-up:**  
**Previous Question: Page 11: It is noted that unused meals and dollars (assume dining dollars) for the Resident Meal**

**Plan Program are nullified at the end of each semester. Please clarify if the University or the Contractor retains the unused portion of the dining dollars associated with the Resident Meal Plans. Same question for the Convenience Meal Plans for commuter students, faculty and staff.**

**UNK Answer: Under the current agreement, the Contractor retains the unused portion of the dining dollars associated with the Resident Meal Plans and Convenience meal plans. However, it is a goal of the University to keep both balances at the end of the semester to a minimum.**

**Follow-up Request: Please provide the amount of unused dining dollars retained by the contractor for the past 3 semesters: Fall 2017, Spring 2018, Fall 2018.**

**Answer:** Fall 2017 \$69,849.51 or 8.7%  
Spring 2018 \$41,383.87 or 5.7%  
Fall 2018 \$43,671 or 5.49%

- 3. Question: Seeking clarification: Appendix E, is the cost of the Aquafina bottles (6,480) included in the retail value of the total picnic cost of \$24,229?**

**Answer:** No, the Aquafina bottles are provided by UNK through an agreement with Pepsi.

- 4. Question: Meal Plans: What meal plan is assigned to any student required to participate in the Resident Meal Plan program who doesn't chose one on their own?**

**Answer:** Students are required to choose a meal plan in order to finalize their housing contract. There is not a default plan.

- 5. Question: Market @ 27<sup>th</sup>: Please provide summer hours of operation for Market @ 27<sup>th</sup> for each day of the week including weekends if applicable.**

**Answer:** Summer 2018 Monday – Friday Breakfast: 7:30AM – 8:30AM  
Lunch: 11:30AM – 1PM  
Supper: 5PM – 6PM

Saturday/Sunday      Brunch: 11:30AM – 1PM  
Supper: 5PM - 6PM

The following schedule has been discussed with UNK Housing.

**Proposed Summer 2019**      Monday – Friday      Breakfast: 7AM – 8:30AM  
Lunch: 11AM – 1PM  
Supper: 5PM – 7PM

Saturday/Sunday      Brunch: 11:30AM – 1PM  
Supper: 5PM - 6PM

6. **Question: Build Pizza: Is the Build Pizza location open during the weekend during the academic year? If so, please confirm the hours of operation on Saturday and Sunday.**

**Answer:** Build Pizza is scheduled to be open on Sunday's throughout the academic year.

Monday – Thursday 11AM – 7:30PM

Friday 11AM – 7PM

Sunday 5PM – 7PM

See <https://www.dineoncampus.com/UNKearney/where-to-eat> for a complete schedule.

# Exhibit F - Food Service Sales

7/1/15 thru 6/30/16

DINING HALLS				
	Market	Louies	Faculty Staff	TOTAL DINING
				0
Dining points (gold)	\$ 7,737.81	\$ 316.92		\$ 8,054.73
Loper \$ (CS Gold)	\$ 13,081.78	\$ 319.92	\$ 1,366.24	\$ 14,767.94
Cash (includes tax)	\$ 15,730.23	\$ 251.53	\$ 268.90	\$ 16,250.66
CC (includes tax)	\$ 20,872.65	\$ 338.29	\$ 431.89	\$ 21,642.83
Invoiced Sales	\$ 71,238.03			\$ 71,238.03
Sales Tax Reg	\$ (2,275.47)	\$ (44.29)	\$ (52.60)	\$ (2,372.36)

CATERING
\$ 210,989.60
CampsPreSeason
\$ 72,387.41

NSE
\$ 10,301.00

AVG PART	
AA60	38%
AA160	33%
AA200	35%
AVG # OF STUDENTS ON MP	
AA60	764
AA160	384
AA200	507

1,655

RETAIL								
	CJFlipsideRR	Lantern	RedMango	Subway	Livingroom	Java	Jitters	TOTAL RETAIL
Dining points (Gold)	\$ 69,675.92	\$ 15,158.75	\$ 17,511.75	\$ 154,634.15	\$ 80,027.12	\$ 43,673.43	\$ -	\$ 380,681.12
Loper \$ (CS Gold)	\$ 5,424.47	\$ 2,668.56	\$ 866.15	\$ 12,568.93	\$ 7,351.26	\$ 10,936.97		\$ 39,816.34
Cash (includes tax)	\$ 7,460.96	\$ 2,596.57	\$ 1,510.40	\$ 16,894.09	\$ 13,997.50	\$ 23,148.18		\$ 65,607.70
CC (includes tax)	\$ 14,525.22	\$ 5,397.37	\$ 2,385.59	\$ 37,510.40	\$ 19,646.95	\$ 33,265.93		\$ 112,731.46
Invoiced Sales								\$ -
Sales Tax	\$ (1,653.29)	\$ (600.16)	\$ (291.61)	\$ (4,139.18)	\$ (2,520.38)	\$ (4,226.84)		\$ (13,431.46)

PLEASE NOTE DINING POINTS ARE NOT ACTUAL DOLLARS WE ARE PAID WE ARE PAID A SET AMOUNT FOR EACH STUDENT ON A MEAL PLAN THAT WE BILL ON OUR BOARD BILL

- Dining Points      Ran gold Report (wrong rings would not be included)
  
- Loper \$              Gold Repots (wrong rings would not be included)
- Cash                  RMC Report (Register Reports) (wrong rings would not be included)
- CC                     RMC Report (Register Reports) (wrong rings would not be included)
- Catering              Commission Report
- Camps PreSeason    Commission Report
- NSE                    Commission Report
- Discounted          Commission Report
- Conv MP              Commission Report
- Day Care              Commission Report
- Avg Part and Avg MP Board Report

7/1/16 thru 6/30/17

	DINING HALLS by Tender				Total Dining Hall/Catering
	Market	Louie's	Faculty Staff	Catering/Day Care	
Board Billed Less DD Used	\$ 3,967,359.19			\$ 3,967,359.19	\$ 3,967,359.19
Dining points (gold)	\$ 10,593.91	\$ 988.03			\$ 11,581.94
Loper \$ (CS Gold)	\$ 10,317.11	\$ 907.98	\$ 983.91		\$ 12,209.00
Cash CC Invoiced CMP	\$ 189,414.33	\$ 6,451.71	\$ 495.10	\$ 243,466.38	\$ 439,827.52
<b>Total</b>	<b>\$ 4,177,684.540</b>	<b>\$ 8,347.720</b>	<b>\$ 1,479.010</b>	<b>\$ 4,210,825.570</b>	<b>\$ 4,430,977.65</b>

Internal Catering	\$ 151,971.26
External Catering	\$ 59,320.68
NSE	\$ 17,028.98
Camp/Conf/PreSeason	\$ 76,555.77

Fall 2017 Semester		Spring 2018 Semester	
<b>AVG PART</b>		<b>AVG PART</b>	
AA60	42%	AA60	50%
AA160	37%	AA160	46%
AA200	36%	AA200	52%
		Blue/120/\$340	38%
		Gold/160/\$460	32%
		Loper/220/\$580	29%
Avg Part		Avg Part	
With Dining \$	46%	With Dining \$	56%

RETAIL by Tender	Rustic	Lantern	Loper Express	Subway	Livingroom	Java	TOTAL RETAIL
Dining points (Gold)	\$ 116,545.52	\$ 32,215.74	\$ 12,623.79	\$ 255,569.71	\$ 170,072.64	\$ 67,536.46	\$ 654,563.86
Loper \$ (CS Gold)	\$ 4,572.05	\$ 1,306.70	\$ 698.37	\$ 10,505.81	\$ 6,371.74	\$ 9,144.32	\$ 32,598.99
Cash/CC/Invoiced	\$ 19,009.18	\$ 5,868.98	\$ 2,334.96	\$ 43,278.55	\$ 26,827.18	\$ 48,724.16	\$ 146,043.01
Tapingo	\$ 730.17	\$ -	\$ -	\$ 466.03	\$ -	\$ 101.71	\$ 1,297.91
<b>Total</b>	<b>\$ 140,856.92</b>	<b>\$ 39,391.42</b>	<b>\$ 15,657.12</b>	<b>\$ 309,820.10</b>	<b>\$ 203,271.56</b>	<b>\$ 125,506.65</b>	<b>\$ 834,503.77</b>

AVG # OF STUDENTS ON MP Fall 2017 Semester	
AA60	853
AA160	391
AA200	460
<b>Total Avg</b>	<b>1,704</b>

AVG # OF STUDENTS ON MP Fall 2017 Semester	
AA60	321
AA160	81
AA200	42
Blue/120/\$340	460
Gold/160/\$460	283
Loper/220/\$580	390
<b>Total Avg</b>	<b>1,577</b>

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Dining Points	Gold Report and Commission Report
Loper \$	Gold Report and Commission Report
Cash CC Invoiced CMP	Commission Report
Catering/Day Care	Commission Report
Camps PreSeason	Commission Report
NSE	Commission Report

7/1/17 thru 6/30/18

DINING HALLS by Tender						
	Market	Louie's	Build	Faculty Staff	Catering/Day	Total Dining Hall/Catering
Board Billed Less DD Used	\$ 3,205,823.58					\$ 3,205,823.58
Dining points (gold)	\$ 11,228.02	\$ 2,977.98	\$ 3,976.60		\$ 2,430.33	\$ 20,612.93
Loper \$ (CS Gold)	\$ 7,307.81	\$ 1,476.05	\$ 2.17	\$ 649.11		\$ 9,435.14
Cash CC Invoiced CMP	\$ 229,960.44	\$ 8,630.64	\$ 30.38	\$ 611.79	\$ 258,230.00	\$ 497,463.25
<b>Total</b>	<b>\$ 3,454,319.85</b>	<b>\$ 13,084.67</b>	<b>\$ 4,009.15</b>	<b>\$ 1,260.90</b>	<b>\$ 260,660.33</b>	<b>\$ 3,733,334.90</b>

Internal Catering	\$ 149,013.07
External Catering	\$ 76,250.01
NSE	\$ 14,974.22
Camp/Conf/PreSeason	\$ 109,784.36

AVG PART	
Blue/120/\$340	44%
Gold/160/\$460	39%
Loper/220/\$580	35%
Avg Part	
With Dining \$	67%

RETAIL by Tender								
	Rustic	Lantern	Boost	Subway	Livingroom	Java	Eclipse Concessions	TOTAL RETAIL
Dining points (Gold)	\$ 98,359.22	\$ 27,344.92	\$ 531,499.35	\$ 494,952.75	\$ 72,030.75	\$ 230,894.90		\$ 1,455,081.89
Loper \$ (CS Gold)	\$ 2,128.59	\$ 759.10	\$ 1,476.02	\$ 10,927.34	\$ 2,098.39	\$ 9,132.73		\$ 26,522.17
Cash/CC/Invoiced	\$ 6,137.25	\$ 2,309.43	\$ 13,888.58	\$ 33,787.90	\$ 8,416.65	\$ 41,619.47	\$ 4,278.36	\$ 110,437.64
Tapingo				\$ 65.92		\$ 6.97		\$ 72.89
<b>Total</b>	<b>\$ 106,625.06</b>	<b>\$ 30,413.45</b>	<b>\$ 546,863.95</b>	<b>\$ 539,733.91</b>	<b>\$ 82,545.79</b>	<b>\$ 281,654.07</b>	<b>\$ 4,278.36</b>	<b>\$ 1,592,114.59</b>

AVG # OF STUDENTS ON MP	
Blue/120/\$340	502
Gold/160/\$460	353
Loper/220/\$580	740
<b>Total Avg</b>	<b>1595</b>

PLEASE NOTE DINING POINTS ARE NOT ACTUAL DOLLARS WE ARE PAID WE ARE PAID A SET AMOUNT FOR EACH STUDENT ON A MEAL PLAN THAT WE BILL ON OUR BOARD BILL

- Dining Points Commission Report
- Loper \$ Commission Report
- Cash CC Invoiced CMP Commission Report
- Catering/Day Care Commission Report
- Camps PreSeason Commission Report
- NSE Commission Report

7/1/18 thru 1/31/19

DINING HALLS by Tender						
	Market	Louie's	Build	Faculty Staff	Catering/Day Care	Total Dining Hall/Catering
Board Billed Less DD Used	2,093,792.80					\$ 2,093,792.80
Dining points (gold)	\$ 3,260.32	\$ 990.48	\$ 625.77		\$ 284.73	\$ 5,161.30
Loper \$ (CS Gold)	\$ 4,886.22	\$ 579.94	\$ 11.71	\$ 326.36		\$ 5,804.23
Cash CC Invoiced CMP	\$ 117,307.76	\$ 5,208.07	\$ 24.84	\$ 62.98	\$ 184,195.09	\$ 306,798.74
<b>Total</b>	<b>\$ 2,219,247.10</b>	<b>\$ 6,778.49</b>	<b>\$ 662.32</b>	<b>\$ 389.34</b>	<b>\$ 184,479.82</b>	<b>\$ 2,411,557.07</b>

Internal Catering	\$ 102,248.73
External Catering	\$ 62,892.01
NSE	\$ 2,044.28
Camp/Conf/PreSeason	\$ 63,000.40

AVG PART	
Blue/120/\$340	43%
Gold/160/\$460	37%
Loper/220/\$580	32%
Avg Part With Dining \$	64%

RETAIL by Tender						
	Starbucks	Boost	Java	Subway	Chick Fil A	TOTAL RETAIL
Dining points (Gold)	\$ 178,003.17	\$ 159,818.93	\$ 61,323.45	\$ 223,416.45	\$ 300,052.24	\$ 922,614.24
Loper \$ (CS Gold)	\$ 5,540.11	\$ 576.01	\$ 4,287.06	\$ 5,551.29	\$ 13,015.28	\$ 28,969.75
Cash/CC/Invoiced	\$ 33,549.51	\$ 3,368.26	\$ 22,102.55	\$ 20,885.73	\$ 122,206.15	\$ 202,112.20
<b>Total</b>	<b>\$ 217,092.79</b>	<b>\$ 163,763.20</b>	<b>\$ 87,713.06</b>	<b>\$ 249,853.47</b>	<b>\$ 435,273.67</b>	<b>\$ 1,153,696.19</b>

AVG # OF STUDENTS ON MP	
Blue/120/\$340	454
Gold/160/\$460	406
Loper/220/\$580	713
<b>Total Avg</b>	<b>1,573</b>

PLEASE NOTE DINING POINTS ARE NOT ACTUAL DOLLARS WE ARE PAID WE ARE PAID A SET AMOUNT FOR EACH STUDENT ON A MEAL PLAN THAT WE BILL ON OUR BOARD BILL

- Dining Points Commission Report
- Loper \$ Commission Report
- Cash CC Invoiced CMP Commission Report
- Catering/Day Care Commission Report
- Camps PreSeason Commission Report
- NSE Commission Report