Florida Poly Tech Dining ITN

1. Please provide the total number of meal plans by plan for the past two years broken down by semester. Please separate mandatory from voluntary.
	* ***Mandatory wasn’t in effect until Fall 2016***
	* ***Attachment #1 – “Attachment 1 - 2015-2016 Meal Plan Sales”***
2. Please provide meal participation levels for each meal plan by week of the semester. Meal Participation is defined as total number of meals eaten vs. total number of meals available per meal plan. For example, if a student has 19 meals per week plan and eats 8 meals per week, the participation level is 42%.
	* ***Attachment 10 - Meal Plan Transaction Data - July2015-June2016\_Units\_08 09 2016***
	* ***Attachment 12 - MealPlanActivity-1***
3. What is the total number of service days by semester for meal plans that have been delivered over the past two years?
	* ***Fall: 114 board days & Spring: 114 board days.***
4. Please provide (to the best of your ability) gross revenue amounts per semester for the past 2 years for:
	* Mandatory meal plans – ***Attachment #1 – “Attachment 1 - 2015-2016 Meal Plan Sales”***
	* Commuter meal plans/Resident Meal plans – ***Attachment #1 – “Attachment 1 - 2015-2016 Meal Plan Sales”***
	* Retail dining – Declining Balance, cash & credit - ***Attachment #5a-o – “Retail Sales”***
	* Catering - ***Catering: 2015 $70,000 – 2016 (YTD) $17,000***
	* Camps, Conferences, etc. ***- Summer Camps: $0***
5. Is there any desire to change meal plan offerings or hours of operation moving forward?
	* ***Yes***
6. Please provide a breakdown of the recent investments made by Sodexo.
	* Daniel? Exhibit xxx
7. Please share any student satisfaction surveys you may have
	* ***Attachment 2 - 2015 Student Services Survey - Business Auxiliary***
8. What are 3 areas of service that the university would like to see continued?
	* ***Starbucks***
	* ***Board Dining Room***
	* ***Retail - Sub’s and Grill***
9. What are 3 areas of impact that the university would like to see immediately changed?
	* ***Menu Options***
	* ***Hours of Operation***
	* ***Catering Program / Support***
10. Please provide the client operating statement for the last two fiscal years
	* ***Information not available at this time.***
11. What is the University’s stance on maintaining the current staff? If there is a desire, please provide wage rates of the current hourly employees.
	* ***Information not available at this time.***
12. What % increase should we project for future meal plan pricing?
	* ***CPI - Cost of food away from home (for area)***
	* ***Discussion for negotiation period***
13. Please rank these financial priorities in order of importance to the University:
	1. Large capital investment ***1***
	2. Low daily rate (high overwrite %) ***2***
	3. Higher commissions ***3***
14. Please provide the current dining contract with amendments.
	* ***Attachment #8 – “Attachment 8 - Signed Sodexo Contract”***
15. What is the attrition rate on meal plan counts from Fall to Spring?
	* ***Attachment #1 – “Attachment 1 - 2015-2016 Meal Plan Sales”***
16. What is the proposed timing of the opening of the new Wellness Center?
	* ***Wellness Center – Possible Retail Expansion Fall 2017***
17. Should the current meal plans be kept for Spring 2017 and then any proposed changes be made Fall 2017?
	* ***Yes***
18. How many hourly food service associates are employed at this time?
	* ***Information not available at this time.***
19. How many salaried managers are employed at this time?
	* ***Information not available at this time.***
20. How many offices or spaces are designated for food services?
	* ***Current Space viewed during Mandatory Pre-ITN Meeting***
	* ***See Attachment Exhibit A, B - “ITN 16-023 Exhibit A, B - Dining Facility Drawings”***
21. How many catering events are executed annually?  How many are internal vs external?
	* ***Contractor Catering total: $700,000 - 2015***
	* ***Off campus provided catering Information not available at this time***
22. Who will provide repairs and maintenance to the building, plumbing, electrical, etc. that are not specifically within the food service spaces?
	* ***University Facilities Department or Contacted services provided by University***
23. Are we to expect that all of the food service equipment was bought new?
	* + ***Yes all food service Equipment purchased New***
	* Did they come with warranties, and if so, how long are the warranties good for?
		+ ***Manufacturer’s warranty.***
24. Does all existing kitchen equipment have an asset tag which is part of an existing preventive maintenance program for the equipment?
	* ***No Food Service Equipment not asset tag, but will be prior to award of new contract.***
	* ***Food Service equipment maintained by current contractor, inspections for readiness conducted quarterly.***
25. ITN states University expects 90% participation. How will you measure that and how will you check to ensure all vendors are projecting for that high participation levels?
	* ***Meal plans are mandatory for all resident students. Resident student accounts are automatically charged for a default 10 meal plan, if no plan was selected prior to the start of the semester.***
26. Please provide total utilities costs for past two years that dining partner has been responsible to pay. Are utilities measured separately or lumped into one number?
	* ***Estimated Cost: Vendor is to pay for what they consume.***
		+ ***Chilled Water 600 Month***
		+ ***Gas 2000 Month***
		+ ***Water/Sewer 1000 Month***
		+ ***Power 3750 Month***
		+ ***Total 7350 Month***
27. Please provide total repairs/maintenance costs for past two years that dining partner has been responsible to pay.
	* ***Hood System $2800 per year***
	* ***Extermination $489 per month***
	* ***Fire System $490 per year***
	* ***Additional information not available at this time***
28. Please consider extending the ITN deadline beyond September 16th. With the level of capital investment involved in this opportunity, we request more time to work through our financial model in order be able to deliver our absolute best financial offer. The current timeline of responses tentatively published on September 9th greatly reduces our ability to work through a responsible financial model and provide maximum return to the University and still meet your current deadline of September 16th.
	* ***The Proposal Response deadline has been extended to Friday September 23, 2016 no later than 2:00pm Eastern Time.***