



ADDENDUM VI

SUBJECT: Request For Proposals (“RFP”) NO.: 23-041; RFx: 6100016027 – Food & Beverage Operations At City Facilities, Scheduled to Open: March 8, 2023; Date of Issue: December 20, 2022

FROM: Denise Gómez Esquivel, C.P.M., CPPB
Procurement Administrator

DATE: March 2, 2023

THIS NOTICE SHALL SERVE AS ADDENDUM NO. VI - TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

THE ABOVE MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

1. **ADD:** Attachment N – SAPD Historical Data. Posted as a separate attachment.

QUESTIONS SUBMITTED IN ACCORDANCE WITH RESTRICTIONS ON COMMUNICATION:

Question 1: Regarding the coffee, besides City Tower and City Hall, are there any other COSA locations that would be considered in having fully-subsidized coffee offered to employees?
Response: The City would like to have the option to include coffee/tea services at specified City premises as well as the ability to secure prepared foods/meals services for City meetings or events, if needed. Standard coffee/tea services will typically be provided in breakroom areas and stocked with house branded products and equipment. These areas included in the brewer counts within RFP Attachment B, Price Schedule– Standard Coffee/Tea Services and Price Schedule– Premium Coffee/Tea Services.

Question 2: How many coffee breakrooms are within City Tower?
Response: There are approximately 15 breakrooms within City Tower.

Question 3: Who is the current Catering provider?
Response: There is not a current contract vendor in place.

Question 4: Does COSA have a maximum spend per year that they cannot exceed for purchasing supplies (I.e. Coffee, creamers, stirrers, etc.) for employees?
Response: The City does not have a maximum spend identified.

Question 5: Regarding the current micro market trial, does COSA have any sales data they can share from the last 3 years of operation?
Response: Please refer to Attachment N.

Question 6: The Public Safety HQ is 24/7. What are the hours of operation for the Public Safety Answering Point and Police Academy?
Response: The Public Safety Answering Point (PSAP) is 24/7 and the Police Academy hours are Monday through Friday 7:45 AM to 4:30 PM.

Denise Gómez Esquivel, C.P.M., CPPB
Procurement Administrator
Finance Department – Purchasing Division