



511-11 Food Service

Bid Sheet Issued December 20, 2011

CMC would like to understand your firm's capabilities in providing food service for our residence halls. This will serve as the only bid sheet in this RFP. You are welcome to submit your response in any electronic format that's convenient for you (as long as it's something I can open keep in mind I'm just a small town purchasing guy and not too bright). Working links to websites are fine. We understand that you may have additional questions or need more information before offering a comprehensive response to some of these questions. Our selection committee would like to obtain your opinion and guidance, as we recognize you as the expert. We are happy to consider alternate bids and innovative, flexible designs/ideas where you have them. You are welcome to simply state your assumption(s) where you have incomplete information and offer a solution or idea. This program will be subject to mutual agreement at the time of execution, so short of intentionally baiting and switching us, CMC does not intend to hold you specifically to details of your submittal, rather to understand in good faith what options are possible for us.

CMC would like to understand our choices in providing our students with a good cafeteria experience. Please help us evaluate your offering, particularly in the following areas:

Food

- What type of plans do you offer to colleges?
- Describe your variety of meal offerings and CMC's ability to select among them. We are interested in an all-you-can-eat program, offering boarders choices in meal volume, including 14 and 19 meals per week and lunch only as a minimum.
- Please describe the philosophy of nutrition that you have found best works for students in general. Also please describe your nutritional requirements, guidelines, goals or best practices...whatever you aspire to and measure.
- How can you accommodate students with special dietary needs?
- Please describe any quality assurance, vendor qualification or food/food related procurement and preparation processes that you would employ on behalf of our college.
- Please provide a resume or work experience summary of the person who would manage our operation (if you know that at this point, we understand if you don't yet know). Otherwise, what minimum professional qualifications can we expect from your manager?

Cafeteria Environment and Sustainability Practices

- What hours of operation in residence halls are you most accustomed to providing, and what flexibility will CMC have in establishing our hours of operation in our dining halls?
- What ideas do you have and try to implement for students to have the best possible experience? Please describe your service policy, if applicable.
- CMC endeavors to be a leader in sustainability. Please describe your sustainability policy and capabilities including how you redirect waste into green channels.
- We use Stanley Security for our ID cards. Do you have the capability to interface with Stanley so that our students, staff and faculty may utilize the same ID card for their meal plans? Is there an option for a declining balance on flex plan programs and/or meal plans?
- How can you interface with Datatel (Colleague) if at all?
- Please describe your ability to create optional “point” or “flex” programs of some kind that students could take advantage of in our coffee shop, particularly during hours that the cafeteria is not open.
- Please describe your interest, if any, in having your staff assist us in managing the operations of coffee shops and/or cyber cafes at our campuses, which may include some late night staffing. Please include a range of hourly cost if possible. This service is not required.
- Please provide your cleaning policy, if available. For example, what equipment/surfaces/etc. is your firm responsible to clean and what responsibilities does CMC have for cleaning and general maintenance?
- Please describe your ability to provide and service summer and other conferencing events. Our attendance can vary substantially both from year to year, and from campus to campus. Please help us understand what minimum activity you would need us to commit to at each pricing level (if you have multiple levels). Do you expect exclusivity, first right of refusal or a similar arrangement?
- Same as above with respect to catering.

Economics

- We are seeking to understand your pricing structure with respect to four components; residence hall dining, retail operations, conferencing and catering. In all instances below, please try to address each of these four areas where appropriate and possible. Please do your best to provide your best and final price. You may state assumptions to qualify your pricing, and ranges of user demand or volume are acceptable/expected. Once again, we are interested in offering our students a good range of options while still maintaining a simple and cost effective food service program. We are open to your ideas and suggestions.
- Please provide your plan pricing in each category above and outline the ranges of students on the plan to secure each price. CMC is one college and this selection committee's decision will be based on the best value to CMC, but we are asking for pretty granular pricing here because each of our campuses is different both in culture and geography which could result in a split award. Pricing plans may vary by campus, volume of meal plans sold, or other relevant factors. Therefore, we are asking that you present your pricing information separately assuming you are awarded as follows. **We apologize for the detailed request we are making above but it will greatly assist us in our decision making.*
 - All three campuses
 - Steamboat only
 - Spring Valley only
 - Leadville only
 - Steamboat and Spring Valley only
 - Steamboat and Leadville only
 - Spring Valley and Leadville only
- Outline any capital contributions, loans or commitments made for equipment, inventory or other partnership-related investment on the part of CMC
- Outline any capital contributions, loans or commitments made for equipment, inventory or other partnership-related investment on the part of CMC
- What is your commission structure that you are offering the college and when is it paid?
- Please define guest rates for students, staff, faculty, family and other visitors (in the event those prices may differ).
- How many plans can you offer to CMC campus staff at a reduced or eliminated charge; and describe any other discount programs that will be offered.
- Any other pricing, financial or economic data that is relevant should be submitted.