

OFFICE OF PROCUREMENT  
REQUEST FOR PROPOSAL TITLE: FOOD, VENDING, AN-D BEVERAGE CONSULTANT SERVICES  
RFP NUMBER: 920-001  
RFP CLOSING DATE AND TIME: JULY 25, 2019 @ 3:00 PM



**ADDENDUM #2**  
Issued: July 19, 2019

**ADDENDUM FOR THE PURPOSE OF:**

To provide the attached questions & answers.

**All other specifications, terms and conditions remain unchanged.**

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

**Patrick Johnson**  
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

**NOTE: ACKNOWLEDGEMENT OF RECEIPT OF BID ADDENDA WILL NOT BE ACCEPTED BY FACSIMILE OR E-MAIL.**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed/Typed Signature

**OFFICE OF PROCUREMENT**  
**REQUEST FOR PROPOSAL TITLE: FOOD, VENDING, AND BEVERAGE CONSULTANT SERVICES**  
**RFP NUMBER: 920-001**  
**RFP CLOSING DATE AND TIME: JULY 25, 2019 @ 3:00 PM**

**ADDENDUM #2**  
 Issued: July 19, 2019

QUESTION	ANSWER
Can you provide copies of all required submittal documents in Word?	A Word version of the RFP document is available upon request.
Does Montgomery College have a budget for this scope of services? Can you share the budget so we can determine if it is feasible within our fee structure?	Budget information is not available.
Can you share total gross food service and catering sales across the three campuses?	Due to confidentiality guidelines, only limited information can be shared.
Does Montgomery College currently have one vendor for all food services?	Currently, one contractor provides food, and vending services. In addition, one company provides exclusive beverage service.
Has Montgomery College used a food service consultant in the past? If so can you share what consultant?	No
We understand travel expenses are to be inclusive in the price. Shall we separate them or include them with the fee?	The pricing offered on the Price Proposal must include all charges, costs, and fees incurred in the delivery of this procurement. This includes in travel expenses. No allowance will be made at a later date for additional charges due to the Offeror's omission.
In section 2.2. there is a reference to previous assessment reports. Are these assessment reports prepared by another food service consultant or internal reports?	Both
The RFP mentions a presentation by top candidates. Is Montgomery College holding a particular date for those presentations?	Presentation dates will be scheduled after top candidates have been identified.
In section 4.1 the RFP requires a signed and certified response. There is a line to sign but we do not see any certification line. What kind of certification are you requesting?	Proposal need only be signed by an authorized company representative. No further certification is needed.

\*\*\*\*\*END OF QUESTIONS AND ANSWERS\*\*\*\*\*