

Sarah Jones
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McClain Hall 106
100 E Normal
Kirksville, MO 63501-4221

TO: ALL PROSPECTIVE VENDORS

RE: Addendum No. 3
Campus Food Service
Project No. SP24-02

Addendum No. 3 is issued to inform vendors that we have received questions that require a response and therefore, an addendum. Please refer to the questions and responses provided.

Please confirm that we have the correct email address for your company. This addendum and subsequent addendums will be sent to all firms who have expressed their interest in submitting a proposal.

Vendors are to acknowledge receipt of Addendum No. 3 in their response.

Please call Laura Thrasher at 660.785.4326 or Sarah Jones at 660.785.4159, or send us an email at lthrasher@truman.edu and sjones@truman.edu, if you have any further questions. We look forward to a response from your firm. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Jones".

Sarah Jones
Purchasing Buyer

Question & Response

1. Are the current contractor’s dining employees part of a union?
 - a. Truman is unaware if the current contractor’s employees belong to a union.
2. Is the \$5.8 million in revenue listed in **PART I – GENERAL INFORMATION A. Overview** the amount that is paid to your current vendor or what is collected in meal plan revenue and commission by Truman State University?
 - a. The revenue amount outlined in this section represents the average annual revenue earned by Truman over the last three fiscal years.
3. Please share all revenue by tender for **PART VI: EXHIBITS Exhibit A: Truman Prepared Schedule of Food Service Locations**.
 - a. Outlined below is table highlighting revenue by location in thousands of dollars (\$000’s) for the 2022-2023 academic year:

Ryle Hall Cafeteria	\$2,156
Missouri Hall Cafeteria	\$1,173
Chick-fil-A Student Union Building	\$562
Catering	\$432
Dobson Hall Convenience Store	\$266
Student Union Building Einstein Bros. Bagels	\$248
Pickler Memorial Library Starbucks	\$212
West Campus Suites Convenience Store	\$200
Mein Bowl Student Union Building	\$89
All Other Student Union Building Retail Outlets	\$386

4. Please provide the number of students registered for class this semester by (1) day of the week, (2) time of day, and (3) location - classroom building. The information will help our organization understand where we might add resources to better serve the students while they are on campus.
 - a. Students on campus according to the day of the week:

Mon	Tue	Wed	Thu	Fri
2,715	2,506	2,714	2,554	2,558

Class start times by percent for on-campus students:

On Campus Class Start Times				
Before 10 am	10 am to Noon	Noon to 2 pm	2 pm to 4 pm	After 4 pm
26%	24%	28%	12%	10%

Percent of on-campus students dispersed by classroom location:

Baldwin Hall	Barnett Hall	McClain Hall	Magruder Hall	Ophelia Parrish	Pershing Building	Violette Hall	Other
16%	11%	10%	17%	12%	9%	24%	1%

5. Truman has been informed of a scheduled Chick-fil-A renovation. More information concerning this renovation will be shared with prospective RFP respondents at the upcoming campus tour on October 24, 2023. Truman anticipates the renovation will occur during the 2024 - 2025 academic year.