



REQUEST FOR PROPOSAL

FOR

VENDING MACHINES

ADDENDUM NO. 3

OPEN – November 9, 2017

PROPOSALS ARE DUE BY November 27, 2017

AT

ALAMEDA HEALTH SYSTEM

Attention: Sara Mendoza

Contract Administrator

Email: Smendoza@alamedahealthsystem.org

**ADDENDUM NO. 3
TO
REQUEST FOR PROPOSAL (RFP) FOR
VENDING MACHINES**

ALAMEDA HEALTH SYSTEM (AHS)

ANSWERS TO WRITTEN QUESTIONS

1. **QUESTION:** What vending companies are being asked to participate in the bid?

ANSWER: The list of solicited firms is the following:
West Coast Vending & Food Services, Inc.; Good Samaritan Vending Services; Vending Solutions; San Francisco Bay Area Vending dba Canteen; Healthy Vending Machines; Creative Vending Solutions; Byte, and Gilly Vending, Inc.

2. **QUESTION:** What are the estimated total costs for: a) draw licenses fees, b) permits and c) costs associated with installation of vending equipment, including any drawings and plans required by the Office of Statewide Health Planning and Development (OSPHD) for approval and electrical compliance?

ANSWER: The Estimated Costs are as follows:

- OSHPD permit: \$500
- Installation (cost to anchor a vending machine):
 - \$2,000 per machine if no electrical adds needed
 - \$5,000 per machine if electrical outlet is needed
- Design/Drawing fees: \$14,000 (architectural, structural and electrical engineer fees). The overall design cost would be roughly \$14,000 if all vending machines are done as one project.
- Contingency: 20% of overall cost depending on specific location.

3. **QUESTION:** Please provide: A) a list of your facilities with machine breakdown as well as B) licensed and staffed bed counts for each.

ANSWER:

- A. The list of facilities was provided in the RFP letter, page 1 and in Attachment 2, Vending Machine Inventory Location List.
- B. The bed counts information can be found in Attachment 1 to the RFP letter, AHS Facilities, Fact Sheet.

4. **QUESTION:** Do your machines accept credit cards?

ANSWER: Yes. Some vending machines accept credit cards.

5. **QUESTION:** What is the current contract term?

ANSWER: AHS currently has contracts with four vendors for vending machines. The contracts will be terminated in accordance with the terms of each contract. Transition time has been considered in this project which allows a transition period from the old to the new vending machine contract.

6. **QUESTIONS:** A) Is the proposed contract term negotiable? B) Will options to extend be permitted?

ANSWER:

- A. As stated in the RFP letter, the contract terms will be subject to mutual negotiation by the parties.
- B. AHS will consider the option to extend the contract; the option to extend it will depend on various factors including but not limited to vendor's performance, quality of products, sales volumes, commission, etc.

7. **QUESTION:** Is any preference given to minority or disadvantaged vendors?

ANSWER: YES. Please review the revised Exhibit C, Sample Proposal Evaluation Form attached.

8. **QUESTION:** Please describe any healthy criteria or healthy restrictions.

ANSWER: As stated in the RFP letter, Section C, Item 2 (page 3) AHS is working on adopting a Healthy Nutrition policy for food and snacks. AHS expects to have a copy of the Nutrition policy before a contract with a prospective vendor is finalized.

9. **QUESTION:** Who is bidding on this opportunity?

ANSWER: The response has been provided in Question 1 above.

NOTE:

THERE WERE ADDITIONAL QUESTIONS RECEIVED AFTER THE DUE DATE. AHS IS UNABLE TO PROVIDE RESPONSES TO THOSE QUESTIONS ON SUCH A SHORT NOTICE.