

The purpose of this ADDENDUM NO. 1 dated November 6, 2017, is to distribute information in response to questions received from proposers as well as other revisions to the solicitation documents. ***All other specifications, terms and conditions of this solicitation not expressly amended by the responses in this ADDENDUM remain as originally stated. Please include the attached Addendum Acknowledgement Form in your firm's technical proposal.***

1. Solicitation Revisions/Additions:

1.1 Section III, D, UMBC Data/Information:

- Attachment 6 – Retail Sales for FY 17 Actuals and FY18 Projections are *for debit/credit and cash sales only.*
- The following additional documents are added and attached herein:
 - o Attachment 19 - UMBC Academic Room Use by Hour – Fall 2017
 - o Attachment 20 - UMBC Student Distribution by Time – Fall 2017
 - o Attachment 21 - UMBC True Grit’s Board Plan Calendar – 2018-2019
 - o Attachment 22 - UMBC Retail Calendar for Opening, Summer and Non-Academic Days – Winter 2017, Spring Break 2017, End of Year 2017, Summer 2017, and Fall 2017 Opening (Move-in)
 - o Attachment 23 - UMBC Retail Sales Breakdown by Meal Equivalencies, Flex, Rewards, Debit/Credit, and Cash Sales – 2016-2017
 - o Attachment 24 - UMBC Event Center Projected Event Summary for FY19 (Number of Events, Paid Average Attendance and Actual Average Attendance as well as Meeting Rentals)

1.2 Section III, C, 1, c, Meal Zones: Delete and replace with the following:

Days	Breakfast	Brunch	Lunch	Dinner	Late Night
Monday-Thursday	6 -11 am	N/A	11 am – 4 pm	4-8 pm	8 pm – 2 am
Friday	6-11 am	N/A	11 am – 4 pm	4-8 pm	None
Saturday	See Brunch	10:30 am – 2:00 pm	See Brunch	4:30-7:00 pm	None
Sunday	See Brunch	10:30 am – 2:00 pm	See Brunch	4:30-8:00 pm	9 pm – 2 am

1.3 Section III, F, 3, k, Billing and Payment, 2): Add the following:

Annual Scholarship Donation to be paid within 60 days of July 1st each year of the contract. Payment of any other financial considerations by the Proposer will be determined with the awarded firm.

1.4 Section VI, B, 2, b, 1): Add the following:

Also, provide resumes and three (3) references for (e) Resident Dining Manager and (f) Retail Dining Manager. Experience included on each resume is to demonstrate the person’s specific experience on contract similar in scope and volume to the requirements of this solicitation.

- 1.5 Section VI, B, 7, b: Delete and replace with the following (change is highlighted in *italics*):

Confidential/Proprietary Information: Proposer shall identify those portions of its proposals considered confidential, or containing proprietary information or trade secrets. Upon request, Proposer shall provide justification why such material should not be disclosed by the University under the Access to Public Records Act, *Title 4 of the General Provisions Article of the Annotated Code of Maryland*.

- 1.6 Section VIII, B, #11: Add the following:

#11. *Meal for Parents during Summer Orientations*: The University is currently negotiating with the dining services contractor for a set meal price for lunch for parents during summer orientation sessions and associated meal options. Since these sessions occur from June to August, they overlap with the current dining services contract and the new dining services contract. Due to this, the new dining services will be required to honor these rates for the months of July and August 2017. Proposers will be advised as to the rates and the meal options once finalized.

2. **Pre-proposal Meeting**: The power point presentation from this meeting is attached herein.
3. **Acknowledgement of Addendum Form**: The attached Acknowledgement of Receipt of Addendum form is to be completed/signed and included with the Technical Proposal.

END OF ADDENDUM #1 DATED 11/6/17

Attachments (provided separately):

Attachment 19 - UMBC Academic Room Use by Hour – Fall 2017
Attachment 20 - UMBC Student Distribution by Time – Fall 2017
Attachment 21 - UMBC True Grit's Board Plan Calendar – 2018-2019
Attachment 22 - UMBC Retail Calendar for Opening, Summer and Non-Academic Days – Winter 2017, Spring Break 2017, End of Year 2017, Summer 2017, and Fall 2017 Opening (Move-in)
Attachment 23 - UMBC Retail Sales Breakdown by Meal Equivalencies, Flex, Rewards, Debit/Credit, and Cash Sales – 2016-2017
Attachment 24 - UMBC Event Center Projected Event Summary for FY19 (Number of Events, Paid Average Attendance and Actual Average Attendance as well as Meeting Rentals)
Pre-proposal Power Point Presentation
Acknowledgement of Receipt of Addendum Form

This Addendum #1 on Solicitation #BC-21084-C and its attachments are posted on UMBC's ebid Board at <http://procurement.umbc.edu/bid-board/>

RFP NO.: BC-21084-C

RFP FOR: UMBC DINING SERVICES PROCUREMENT

TECHNICAL PROPOSAL DUE DATE: THURSDAY, NOVEMBER 30, 2017 on or before 4:00 p.m.

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1	dated 11/06/17
Addendum No. _____	dated _____
Addendum No. _____	dated _____
Addendum No. _____	dated _____
Addendum No. _____	dated _____
Addendum No. _____	dated _____

Signature _____

Printed Name _____

Title _____

Date _____