

Howard Community College

RFP: Pouring Rights and Campus Vending Beverage Services

Bid Number: 22P-004

RFP Opening Date: ~~March 30, 2022~~ **April 20th, 2022**

ADDENDUM No. 1

Q1. Section 2.4 of the RFP notes that firms should provide qualifications and relevant experience providing beverage vending services on higher education campuses. If a firm has never provided vending to a higher education campus before, should they still submit a response or is this experience a hard requirement?

Experience providing these services on higher education campuses is one of the factors that respondents will be evaluated on, as well as the three (3) required higher education references requested. While firms that are unable to satisfy these aspects of the proposal are welcome to respond to the solicitation, the inability to meet these requirements will factor into the college's evaluation of the firm's response and be viewed unfavorably.

Q2. Will there be a site visit? In section 3.2 PRE-PROPOSAL CONFERENCE, it states that there will be a site visit the day after the Pre-Proposal Conference, then a few sentences below it states that there will not be a site visit.

The College is not currently planning to have a site visit, but one can be arranged if firms are interested and it would be helpful in crafting solicitation responses. Additionally, potential respondents are welcome to visit campus of their own accord.

Q3. Is the College open to extending the deadline of the RFP by 3 weeks in order to allow firms additional time for internal discussions in order to provide the best possible offer?

The College has determined that it is in the best interest of the school to extend the solicitation deadline. The new due date for the RFP is **April 20th, 2022 at 2:30 pm**. Additionally, the deadline for questions has been extended to **April 6th, 2022 at 10:00 am**. Please note that the College will be closed for spring break Monday, April 11, through Friday, April 15.

Issued on March 15, 2022.