

Responses to Questions for IFB # 1152
Automatic Vending Machine Service
Various NYC Locations (US TSA, Courthouse, US FDA)

Q1	Would you be willing to entertain exclusivity sponsorship offers from any of the local bottlers in conjunction with the awarded operator?
A1	No, but the vendor can reach out to OCFS to discuss this option for future bids.
Q2	What is the company name of the current operator(s)?
A2	The current operator is Compass USA/Canteen.
Q3	How long has the current operator(s) been servicing each location?
A3	The current operator has been servicing these locations for more than 4 years.
Q4	What is the current commission % being paid to your account?
A4	15%
Q5	What was the total commission amount paid for the past 5 years, by year?
A5	Due to increased sales within the past year, estimated commissions are around \$3,000 per month currently.
Q6	Are checks paid monthly or quarterly?
A6	Monthly.
Q7	What type of systems are in place for transparency? (monies collected and commission owed)
A7	See IFB Section III.10. Monthly Sales Report.
Q8	How would you rate the current operator on a scale of 1 - 10 (1 being poor service, 10 being great service)
A8	In lieu of a rating, we will state that OCFS has no complaints with the current operator.
Q9	How often are machines replenished?
A9	As needed, based on sales.
Q10	Are machines replenished often enough?
A10	Yes, machines are consistently replenished under the existing contract and should also be consistently replenished under the new contract.
Q11	Is the bid limited to blind operators only?
A11	No. Any bidders meeting the requirements in IFB Section I.3. Eligibility Criteria may apply.
Q12	If I decide to collaborate (subcontract) with another business or require a few more employees after being chosen, will that have any impact on the contractual agreement?
A12	No, the executed contract is not affected however written authorization is required for subcontracting. IFB Section III.11. Transfer or Subcontract states, "No assignment, transfer, or hypothecation of the operations agreement resulting from this bid solicitation may be made, in whole or in part, by the Contractor without written authorization by the Commission. The replacement or addition of a subcontractor will require 30 days' advance notice to the Commission by the Contractor."
Q13	Can I review what organization was able to provide services to the listed locations prior?
A13	See A2.
Q14	How many times a month should we be expecting to need to restock the machines if known?
A14	Unknown, it will be based on sales. Machines should be replenished on an as-needed basis.

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Q15	I wanted to know if you can have at least 1 recent reference if you don't have 3 references.
A15	No. Per IFB Section I.3. Eligibility Criteria , prospective bidders “must provide a minimum of three references for services provided at different locations. At least one reference must be for services provided within the past 12 months. The references should include a description of the locations where business has been done and the services provided.”
Q16	Are we allowed to subcontract or partner with other companies if we don't meet all the requirements?
A16	Yes, subcontracting is allowed. However, per IFB Section I.3. Eligibility Criteria , “Prospective bidders must have previous experience in providing automatic vending machine services.” The bidder must satisfy all eligibility criteria, or their bid may be disqualified. Additionally, per IFB Section II.1.C , “If your bid proposal is from a combination of companies, the company that submits the proposal on its letterhead will be responsible for payment of all fees to the Commission and for the delivery of satisfactory service. Your proposal must include the name of any other company or other entity that will provide any portion of the services under the resulting contract as a subcontractor.”
Q17	Could you tell us: 1) Current commission rates 2) Current selling prices 3) Breakdown of sales by location?
A17	1) 15% 2) See IFB Section I.7. Product and Pricing . 3) This information is unavailable, as sales reporting is combined for all locations.
Q18	Who is the current vendor?
A18	See A2.