



GAIL FARBER, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE: **AS-0**

May 24, 2011

### REQUEST FOR PROPOSALS – INFORMATIONAL UPDATE 2 OPERATING FOOD AND VENDING MACHINE SERVICES (2011-PA007)

Thank you for attending our mandatory Proposers' Conference for Operating Food and Vending Machine Services (2011-PA007) held on Tuesday, May 10, 2011.

The deadline to submit proposals has been extended to **Monday, June 6, 2011, by 5:30 p.m.**

Please note that the questions represent the questions asked by Proposers in the exact form and context as submitted. No changes were made by the County to any questions.

### QUESTIONS

1. **Question:** I also like to know the number of employees, the size of the existing Cafeteria and other pertinent information about the existing cafeteria operation?

**Response:** The current Contractor has five employees working at the Cafeteria. The food service facility includes a 500 square-foot kitchen area, a 6,483 square-foot general dining area (Dining Center), and a 2,450 square-foot private dining area (Alhambra Room) as described in the RFP, Part II, Exhibit A, Scope of Work, paragraph B.1. Cafeteria Services.

2. **Question:** Who is the current Contractor?

**Response:** The current Contractor is LunchStop, Inc.

3. **Question:** The facility is only open Mon - Thursday?

**Response:** Yes.

4. **Question:** Is the County going to subsidize the food service program?

**Response:** No.

5. **Question:** Does the quoted revenue number of \$200,000.00 include both food service and vending revenues? If so what is the break down for each portion of the operation?

**Response:** Yes, the quoted revenue of \$200,000 includes both food service and vending revenues. Based on the sales information for the past twelve months, 95 percent of the revenue is from the food service and 5 percent of the revenue is from the vending machines. For actual sales information, please see Enclosure A and D.

6. **Question:** Since one of the bidders will be the current operator lunch stop. Lunch stop is aware of the current sales level. Lunch stop has the knowledge of the sales volume, therefore they are able to project a much accurate compensation proposal to the DWP. For evaluation purposes, the other bidders are at disadvantage of knowledge of the current sales, Can you give a more accurate sales information so all the bidders are at a level playing field?

**Response:** Please see Enclosure A that contains the sales information for the past 12 months.

7. **Question:** Can you provide catering sales info?

**Response:** Enclosure A contains the catering sales information.

8. **Question:** Can you please provide the existing store menu, catering menu and prices?

**Response:** Please see Enclosure B for the catering menu and Enclosure C for the existing menu and prices.

9. **Question:** What are the current opening hours of the cafeteria?

10. **Question:** Would you consider visiting one or more of our locations for an actual comparison food tasting, Food quality and quantity evaluation by a DPW panel?

**Response:** As stated in the RFP, Part I, Section 4.E.7, Optional Interview/Clarification/On-Site Visit, the County may, at its option, invite one or more Proposers to make a written or verbal clarification or presentation, and/or participate in an interview, or County may conduct an onsite visit to Proposer's operated facility, before a final selection is made.

11. **Question:** What is the employee count at this facility?

**Response:** There are approximately between 1,350 and 1,400 employees in the main headquarters building and annex building combined.

12. **Question:** What is the average visitor count at the facility?

**Response:** The daily average visitor count at the facility for both the main building and annex building is 192 visitors. Please note that this does not include those visitors who are County employees from other departments wearing appropriate identification.

13. **Question:** Is it possible to extend the deadline to submit our bid?

**Response:** The deadline to submit the proposals has been extended as listed on the first page of this addendum.

14. **Question:** Would the Cafeteria RFP evaluation committee consider to meet with the General and daily operations Supervisors and Department heads of the candidates who will be submitting proposals for the DPW Cafeteria operations?

**Response:** Please refer to the response for question No. 10 above.

15. **Question:** Could you please give me the sales and commissions figures for the vending machine contract?

**Response:** Please see Enclosure D for the sales and commissions figures for vending machine sales for the past 12 months.

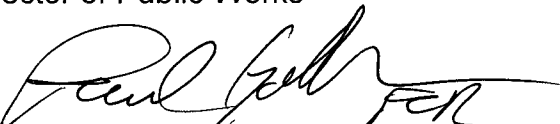
16. **Question:** Also, during the walk through, I noticed that the current vending machine company was First Class Vending. Can you tell me if they are disqualified from consideration, since they did not attend the conference or the walk through?

**Response:** As stated in the RFP, Part I, Section 1.A, Proposer's Conference, **Proposals received from Proposers not signed in as attending this Conference and walk-through will be rejected as nonresponsive.** Please note that a subcontractor is not required to have attended the conference and walk-through. A proposer can use a subcontractor that was not present at the conference and walk-through.

If you have questions concerning the above information, please contact Ms. Samantha Tsui at (626) 458-4050, Monday through Thursday, 7 a.m. to 5:45 p.m.

Very truly yours,

GAIL FARBER  
Director of Public Works



GHAYANE ZAKARIAN, Chief  
Administrative Services Division

BS

P:\aspub\CONTRACT\Samantha\Cafeteria\2011\2011 RFP\ADDENDUM\INFO UPDATE 2.doc

Enc.

LunchStop, Inc.  
Dept Public Works  
For the Twelve Months Ending March 31, 2011

Gross Sales Report		Counter	Catering	Credit Card	Sales Tax	Gross Sales	Net Sales
Mar		\$15,645.65	\$56.25	\$5,255.75	\$2,040.33	\$22,997.98	\$20,957.65
Feb		\$12,304.21	\$30.00	\$4,094.78	\$1,601.83	\$18,030.82	\$16,428.99
Jan		\$13,623.40	\$691.50	\$4,654.82	\$1,849.54	\$20,819.26	\$18,969.72
Dec		\$13,831.36	\$300.00	\$4,468.29	\$1,813.47	\$20,413.12	\$18,599.65
Nov		\$13,894.28	\$1,407.00	\$3,845.76	\$1,768.16	\$20,915.20	\$19,147.04
Oct		\$13,204.51	\$976.65	\$4,333.23	\$1,756.99	\$20,271.38	\$18,514.39
Sept		\$14,432.38	\$727.50	\$5,108.84	\$1,940.02	\$22,208.74	\$20,268.72
Aug		\$16,027.35	\$678.50	\$6,356.52	\$2,245.65	\$25,308.02	\$23,062.37
July		\$13,754.38	\$303.15	\$3,963.22	\$1,756.81	\$19,777.56	\$18,020.75
June		\$17,544.37	\$923.99	\$6,196.18	\$2,404.80	\$27,069.34	\$24,664.54
May		\$13,286.72	\$75.00	\$3,650.57	\$1,658.70	\$18,670.99	\$17,012.29
Apr		\$14,514.70	\$414.20	\$4,518.09	\$1,863.69	\$21,310.68	\$19,446.99
Year to date		\$172,063.31	\$6,583.74	\$56,446.05	\$22,699.99	\$257,793.09	\$235,093.10

ENCLOSURE A

## **Breakfast**

### **Executive Continental Breakfast** **\$5.95**

*Buffet Style: Assorted breakfast pastries, muffins and bagels with cream cheese, juices, sliced or whole fruit and fresh Brewed coffee and tea.*

### **Early Riser \$7.95**

*Buffet Style: Chilled fruit juice, scrambled eggs, home style potatoes, bacon or sausage, seasonal fruit, toast, coffee & tea*

### **Breakfast Burrito \$4.95**

*Individually wrapped with fluffy scrambled eggs, cheese and salsa.  
Served with chilled juices.*

### **Mini Continental Breakfast \$4.95**

*Assortment of Bagels, Muffins & Pastries,  
fresh fruit and juices*

### **Tray of Assorted Seasonal Fresh Sliced Fruit \$2.50**

## **The Bakery**

*Fresh Bagel w/Cream Cheese \$1.75  
Flaky Croissant w/Jam & Butter \$1.95  
Assorted Pastries & Danish \$1.75  
Fresh Scones \$1.75*

## **Beverages**

### **Cold Beverages**

*Assorted Canned Soda \$1.00  
Assorted Bottle Soda \$1.75  
Bottle Water 16oz. \$1.00  
Orange Juice \$1.25  
Assorted Juices \$1.25*

### **Hot Beverages**

*Coffee Service (Regular) \$1.00  
Coffee Service (Decaf) \$1.00  
Tea Service \$1.00*

### **Refreshments**

*Cheese & Cracker Platter \$2.95  
Sliced Fresh Fruit Platter \$2.50  
Tortilla Chips w/Salsa \$1.95  
Fresh Vegetable Platter w/Dip \$2.45  
Snack Mix \$1.50*

### **Desserts**

*Assorted Fresh Baked Cookies \$1.00  
Cheese Cake/Carrot Cake \$2.50  
Deluxe Brownie \$1.75  
Dessert Sampler Plate \$2.50*



## **Los Angeles County Public Works**

**Operator: TJ Fogarty**

**Phone: 626-458-4036**

*You are cordially invited to take  
advantage of our catering services  
located at Public Works  
Headquarters. The following menu  
suggestions are designed to assist  
you when planning your next  
business event.*

*Suggestions are not meant to limit  
you in your selections. Additional  
menus are available and our Café  
manager will be happy to work  
with you.*

*Prices throughout our menu are per  
person, unless otherwise indicated  
and are subject to change.*

*These prices reflect our standard  
Business catering service. Pricing  
for each event is subject to  
Sales tax.*

## **Sandwich Selection**

Each selection can be served either box lunch or Buffet style. These luncheons include a freshly made sandwich, cookie, deli salad or A bag of chips and a can soda or bottled water.

All sandwich selections are prepared  
With your choice of bread.

**Roast Beef \$9.00**

**Fresh Roast Turkey \$9.80**

**Marinated Chicken Breast \$9.70**

**Chicken Salad \$7.35**

**Baked Ham \$8.50**

**Seafood Salad \$9.50**

**Vegetarian Delight \$8.00**

**LunchStop Box Lunch \$8.75**

## **Salad Selections**

Each selection can be either box  
Lunch or buffet style. Include a  
Cookie, canned soda or bottled water.

**\*Traditional Caesar Salad \$7.95**

Crisp lettuce, Caesar dressing,  
Garlic croutons, parmesan cheese, and  
dinner roll.

**\*With grilled breast of chicken  
add \$2.00**

**Chinese Chicken Salad \$9.95**

Shredded romaine lettuce, chicken, rice  
Noodles, carrots, red peppers, peanuts  
and sesame dressings.

## **Fruit and Chicken Kabob \$10.95**

Tender breast of chicken, grilled and  
Skewered on a bed of greens w/dressing.

## **Classic Chef's Salad \$8.95**

Lettuce topped w/ham, turkey, cheddar &  
Jack cheese, sliced egg, cucumbers and  
Tomato wedges.

## **Specialty Bars**

All specialty bars include canned sodas or bottled water,  
cookie or brownies.

## **\*Pasta Bar \$7.95**

Freshly prepared pasta with both red &  
White sauce. Served w/garlic bread and  
Green salad.

**\*With grilled breast of chicken  
-add \$2.00**

## **Potato Bar \$5.95**

Baked potato served w/sour cream, green  
onions, chives, shredded cheese, bacon pieces,  
broccoli spears and butter.

## **Taco Salad Bar \$8.95**

Chili, corn tortillas chips, cheddar cheese,  
salsa, shredded lettuce, tomatoes,  
Sour cream and avocado.

## **A Taste of the Orient \$9.95**

Grilled chicken, beef and broccoli, house fried  
rice and stir-fry vegetable.

**There is a minimum of 10 orders for  
Hot Entrees, Buffets and Platters.**

## **Platters**

Deluxe Meat & Cheese Tray \$5.95  
Scrumptious Sandwich Tray \$5.95  
Chef Salad Platter \$5.95  
Chicken Salad Platter \$5.95  
Tuna Salad Platter \$5.95  
Chinese Chicken Salad \$5.95  
Spinach Salad \$4.95  
Fancy Green Salad \$3.95

## **Chicken Entrée**

Chicken Teriyaki \$7.95  
Chicken Cordon Bleu \$8.05  
Chicken Jerusalem \$8.10

## **Beef Entrée**

Southwest Steak \$7.20  
Beef Stroganoff \$7.80  
Beef and Broccoli \$8.65

## **Vegetarian Entrée**

Cheese Enchiladas \$7.30  
Vegetarian Lasagna \$7.00  
Eggplant Parmigiana \$7.95

## **Pasta Entrée**

Pasta Shells Stuffed w/Cheese \$7.20  
Pasta Shells Stuffed w/Spinach \$7.75  
Home Style Meat Lasagna \$7.45

In the event that a catering would need  
to be canceled with less than a 24-hour  
notice, we may require up to a 25%  
cancellation charge.

LUNCHSTOP MANAGEMENT



*We Proudly Present  
Our Finer Moments*



### MONDAY

**Hot Cereal:** Cream of Wheat  
**Soup of the Day:** Vegetable Beef & Potato  
**Bountiful Breakfast:** Grilled Sourdough Egg Cheese & Bacon Sandwich 3.50  
**Hot Happenings:** #1 Stuffed Manicotti w/ Meat Sauce Garlic Bread & Salad \$5.70  
 #2 Chinese Chicken Salad \$5.70  
**Grill Fresh:** Grilled Ham & Cheese w/ Seasoned Fries \$5.90  
**Heaping Hero:** Guacamole & Pepper Jack Turkey Croissant Sandwich \$5.35

### TUESDAY

**Hot Cereal:** Oatmeal  
**Soup of the Day:** Chicken Minestrone  
**Bountiful Breakfast:** Garden Veggie & Spinach Omelet w/ 2 Toast \$5.00  
**Hot Happenings:** #1.. Pulled Pork w/ Baked Beans, Corn on the Cobb & a Roll \$6.50  
 #2 Sweet & Sour Chicken w/ Vegetable Chow Mein \$6.00  
**Grill Fresh:** Philly Cheese Steak on a French Roll w/ Fries or Onion Rings \$6.05  
**Heaping Hero:** Bacon & Turkey Avocado Club Sub. \$5.35

### WEDNESDAY

**Hot Cereal:** Oatmeal  
**Soup of the Day:** Chicken Noodle  
**Bountiful Breakfast:** Chicken Longanisa w/ 2 Eggs & Garlic Rice \$4.95  
**Hot Happenings:** #1..BBQ Beef Tri-Tip w/ Potatoes & Corn \$6.50  
 #2 Tuna & Cream of Mushroom Casserole w/ Noodles & Vegetables \$6.00  
**Grill Fresh:** 2 Baja Fish Tacos w/ Chips & Salsa \$4.99  
**Heaping Heroes** BBQ Beef Tri-Tip & Swiss Sub \$4.65

### THURSDAY

**Hot Cereal:** Oatmeal  
**Soup of the Day:** Albondiga  
**Bountiful Breakfast:** Chorizo Egg & Cheese Sandwich \$3.50  
**Hot Happenings:** #1..Cracked Black Pepper Chicken w/ Rice & Vegetables \$6.00  
 #2. Spaghetti & Meat Balls w/ Garlic Bread & Salad \$5.70  
**Grill Fresh:** Chicken Strips & Fries w/ Ranch \$6.05  
**It's a Wrap:** Spicy Tuna & Avocado Wrap \$5.35

\*\*\*Add a 24oz Fountain Soda to your Sandwich or Hot Entrée of only 65¢

### LADPW LUNCH STOP CAFE

5/16/2011

*Power up Your  
Day with a  
Fresh Fruit,  
Soy Milk &  
Protein Powder  
Smoothie!!!*

PLEASE TALK TO US  
FIRST  
 IN THE CAFETERIA  
 ABOUT  
 CATERING  
 YOUR  
 BREAKFAST  
 LUNCH OR EVENING  
 MEETINGS  
 SEMINARS  
 CLUB  
 BIRTHDAY  
 OR  
 RETIREMENT  
 PARTIES  
 AVAILABLE FROM  
 7:00AM to 7:00PM

#### Hours of Operation:

Breakfast	6:00am - 10:30am
Lunch	11:30am - 1:30pm
Deli	11:00am - 3:00pm
Drinks, Snacks until 4:00pm	

#### Contact us:

Operator	T J Fogarty ext 4036 or 4509
----------	---------------------------------

**Vending Machine Sales and Commision Payments at Public Works Headquarters**

Month	Revenue Basis	Commission Payment
Apr-10	\$1,091.30	\$109.13
May-10	\$1,296.80	\$129.68
Jun-10	\$990.20	\$99.02
Jul-10	\$997.90	\$99.79
Aug-10	\$1,195.50	\$119.55
Sep-10	\$1,018.10	\$101.81
Oct-10	\$957.40	\$95.74
Nov-10	\$1,277.10	\$127.71
Dec-10	\$839.90	\$83.99
Jan-11	\$1,131.50	\$113.15
Feb-11	\$930.80	\$93.08
Mar-11	\$973.70	\$97.37