

**REQUEST FOR PROPOSAL (RFP)**  
**FOOD SERVICE OPERATIONS**  
EXHIBIT A – SCOPE OF WORK

**1.0 INTRODUCTION**

**1.1 Invitation**

Clovis Community College (CCC) is inviting Food Service Management Companies (Operator) or (Offeror) to submit formal proposals as per the requirements detailed in this Scope of Work.

The College is soliciting bid responses for the operation of retail food services through the Campus Snack Bar, as well as provision of catering and future vending services, as described in this document.

It is the intention of CCC to enter formal contract negotiations with a preferred Operator and have a contract signed in May, 2009.

**1.2 Objective**

Clovis Community College is currently self-operating its food services. In an effort to improve program and financial performance, CCC is seeking a food service management company to provide the best possible retail food services for students, faculty, staff and visitors to the College.

CCC wishes to enter into a contract with an Operator who will work collaboratively to ensure that the following objectives are met:

- The students, faculty and staff are offered high quality, responsive food service which caters to preferences of the customer base;
- The catering operations is of high quality and reflects the stature and image of the College while meeting the needs of the catering client base; and
- The retail food service operations become self-sufficient and result in little or no operational subsidy from the College.

The College is prepared to grant the Operator exclusive rights to the food service operations on campus which will include operation of all on-campus retail food service venues and catering with the exception of a limited number of events whereby the Operator will have first opportunity or be able to provide operational support. The Operator will also have the opportunity to bid on vending services.

Furthermore, should the Operator be willing to invest in existing or any proposed new facilities, the College would be prepared to consider the required conditions and contractual or financial terms associated with the capital investment.

The Operator selected must have extensive experience and understanding of food services within the college sector as well as past experience with providing financially sound and quality food service offerings in college environments with less than 5,000 students.