



Capital Area Transportation Authority
 4615 Tranter Street
 Lansing, MI 48910

AMENDMENT NO. 1 TO VENDING/CAFETERIA SERVICES & MANAGEMENT

1. AMENDMENT NO: 1	2. SOLICITATION NO: RFP 2024-150	3. SOLICITATION NAME: VENDING/CAFETERIA SERVICES & MANAGEMENT	4. AMENDMENT DATE: November 7, 2023
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5. ISSUED BY

Capital Area Transportation Authority
 Purchasing and Contracts Department
 4615 Tranter Street
 Lansing, MI 48910

6. DESCRIPTION OF AMENDMENT:

The following documentation has been attached to this Amendment:

1. Pre-proposal minutes and attendance sign in sheet
2. CATA’s responses to vendor questions.
3. Refer to revisions in Section II-C, Scope of Work. (revisions are indicated in red)
4. Please note Attachment D: Financial Offer Form has changed. A **“REVISED” Financial Offer Form**, Attachment D is attached and must be submitted with your proposal.
5. Please note the Attachment A: Submittal Checklist Form has changed. A **“REVISED” Submittal Checklist Form**, Attachment A is attached and must be submitted with your proposal.
6. All other terms and conditions remain unchanged.

PLEASE NOTE: Contractor is required to sign this document and return it with the bid/proposal/quote.

NAME / TITLE OF OFFEROR (Type or Print)	COMPANY NAME
(Signature of person authorized to sign)	(Date Signed)



November 7, 2023

RE: Minutes of Pre-Proposal Meeting on Capital Area Transportation Authority (“CATA”) Request for Proposal RFP 2024-150, Vending/Cafeteria Services and Management.

A pre-proposal meeting was held October 24, 2023, at 10:00 A.M, in the CATA Board Room. The meeting started at 10:05 A.M. Those in attendance were:

Great Lakes Vending Services, Kelly Pierce
Great Lakes Vending Services, Jerry Christoson
CATA Director of Marketing, Lolo Robison
CATA Customer Experience Manager, Margaret Stephens
CATA Facilities Manager, Norm VanAlstine
CATA Purchasing and Contracts Manager, Nicole Wilson

Nicole Wilson discussed the following:

1. The Schedule of Activities listed on the first page of the RFP. Proposals are due at 11:00 A.M. Eastern Time on December 15, 2023.
2. The contract terms of this proposal are for a one (1) year pilot period. CATA will have the option to extend the contract for two (2) additional, two-year (2-year) terms.
3. Vendors should read the entirety of the RFP and understand the requirements.
4. Vendors should read section II-C Scope of Work.
5. Vendors should read the terms and conditions. The required forms are listed in the RFP, they must be signed, dated, and submitted with the proposal.
6. The pre-proposal meeting included a facility tour. The project manager, Margaret Stephens discussed components of the scope of work while conducting the walk-through.
7. A site visit was conducted at the following facilities: CATA Administrative Building and CATA Transportation Center. The vendor declined to visit the Capital Area Multimodal Gateway building.

The meeting ended at 11:30 A.M.

Attached: Pre-Proposal Sign in Sheets



November 7, 2023

Capital Area Transportation Authority Request for Proposal 2024-150
Vending/Cafeteria Services and Management
CATA Responses to Vendor Questions

VENDOR QUESTIONS AND CATA'S RESPONSES:

- 1. CAMG is on MSU property, MSU has a contract with 2 different vendors, will this contract avoid that problem? Pepsi has the beverage contract and Coley Canteen has the snack contract at MSU.**

It is the goal of this RFP to combine the vending services at this location into one contract. The CAMG is operated by CATA. The contract will be between CATA and the vendor, not MSU.

- 2. CAMG has a 3 unit bulk candy (I believe it's Kiwanis) can that be relocated or removed? Space is an issue to add any additional vending.**

CATA will work with the Kiwanis club to address the placement and/or removal of this machine.

- 3. Can water lines be installed for hot beverages at CAMG or CTC?**

Yes.

- 4. Can the machines be relocated at Tranter? The black diesel dust will not allow advanced vending machines to work properly for any period of time.**

There are vending machines in two separate areas at Tranter. The machines in the maintenance area can be moved into their breakroom as long as they can fit through the door opening which measures 31.5".

In reference to the machines currently located near the driver's breakroom, there is 9' of linear space available inside the breakroom available for vending. Machines must also fit through the door opening which is 31.5".

Vendor will be able to work with CATA's Facilities team to accommodations such as temporarily removing a door to facilitate initial installation.

Final location selection will be at the sole discretion of CATA.



5. How many machines will CATA want to rent for merchandise sales?

We would like one machine each at the CTC and the CAMG. However, we'd like to be able to add additional machines later based on demand, space, etc.

6. Do you like 2 different programs? With zero commission for Tranter (keeps the cost lower for employees) and a higher percentage at CAMG and CTC. Is a 2 tier program still desired?

Please provide a list of proposed products and sale prices along with corresponding commissions for each category.

We would like pricing for all locations with and without commission. Keep in mind that many of the patrons at the CTC are marginalized individuals as well as employees.

7. A) Cost of goods in the RFP-that is something we have never been asked before and difficult to answer without a few questions answered. Example: Do we include just what a bottle of Pepsi cost? This makes it difficult to quantify as all items have different costs. Pepsi cost more than Coke and some chips cost more than others, etc. If we know the logic behind the question, we could answer more completely.

If we know the logic behind the question, we could answer more completely.

The purpose of this question is to get an idea of how much these products will cost the consumer and not what your cost is.

While it is our goal to provide a variety of high-quality products to our employees and customers, we need to ensure that they are affordable to our diverse customers.

B) Do we add the credit card reader monthly fees? Credit card transaction fees? The cost of acquiring the equipment, labor, repair and service expenses?

If any of these costs are passed on to the consumer via difference in cost based on how they pay – please disclose this information.

If any of these costs are deducted from any commission – please disclose.

II-C Scope of Work

INTRODUCTION

Capital Area Transportation Authority is soliciting proposals for an independent Contractor/Operator to equip and operate food and beverage vending machines and/or services at the following locations:

- CATA Transportation Center (CTC) located at 420 South Grand Avenue, Lansing, MI 48933
- CATA Administration Building located at 4615 Tranter Street, Lansing, MI 48910
- Capital Area Multimodal Gateway (CAMG) located at 1240 South Harrison, East Lansing, MI 48823
- Future CATA Locations which could include buildings in Ingham, Eaton and Clinton County

The primary purpose of the vending services is to sell affordable, high-quality food, beverages and snacks that include a variety of healthy choices such as sandwiches and sandwich-like items, hand-held breakfast items, snacks and non-alcoholic beverages. This includes food choices that can be heated in a microwave and hot beverages such as coffee and cocoa.

Respondents should note that there will be no separate seating area provided in connection with the vending services at the following locations:

- CTC – 420 South Grand Ave., Lansing, MI
- CAMG – 1240 S. Harrison, East Lansing, M

In addition, CATA would like to have machines available at each location that we can stock with items of our choice and sell at a cost we deem appropriate.

Vendor will pay CATA a percentage of its gross operating revenue and/or a profit-sharing percentage. **Contractor shall provide a Minimum Annual Guarantee (MAG) for each year of the proposed contract term.**

Vendor bears full responsibility for the comprehensive management of necessary and desired components and provisions of this vending services program.

CATA desires a mutually beneficial and strategic partnership with a contractor whose role will offer options to diversify and grow the Authority's vending offerings and revenues for the duration of the agreement. Contractor will also propose new vending opportunities that increase revenue and continue to meet the needs of our growing organization.

Proposers are encouraged to submit proven, creative and executable vending solutions and products, regardless of whether they are specifically mentioned or defined in this scope.

MENU

Responder is to provide a priced menu of the specific products recommended to be sold for each location.

Examples of possible menu items include but are not limited to muffins, pastries, cookies, snacks, deli sandwiches, soups, salads, cappuccino, latte, bottled water, non-alcoholic beverages and ice cream.

Reasonable priced products suitable for school aged children of a quality and nutritious nature should be included on the menu as outlined below:

To qualify as a Smart Snack, healthy vending machine options must meet the following general nutrition standards:

- Be a grain product that contains 50 percent or more whole grains by weight (have a whole grain as the first ingredient); or
- Have as the first ingredient a fruit, a vegetable, a dairy product, or a protein food; or
- Be a combination food that contains at least ¼ cup of fruit and/or vegetable; and
- The food must meet the nutrient standards for calories, sodium, sugar, and fats.

The nutrient standards for smart snacks are:

- Calories: 200 or less
- Sodium: 200 mg or less
- Total fat: 35% of calories or less
- Saturated fat: less than 10% of calories
- Trans fat: 0
- Sugar: 35% by weight or less

Proposer is also highly encouraged to propose a variety of products that meet the needs of our diverse customer base and employees who prefer items that meet their specific dietary needs including but not limited to gluten free, dairy free, vegan and/or vegetarian. Products offered should not out of date or recalled. In the event the product is recalled, notify the Project Manager immediately. Products cannot be listed on the United States Department of Agriculture, 'Current Recalls and Alerts' (<http://www.fsis.usda.gov/wps/portal/fsis/topics/recalls-and-public-healthalerts/current-recalls-and-alerts>) or U.S. Food and Drug Administration 'Recalls, Market Withdrawals, & Safety Alerts' (<http://www.fda.gov/Safety/Recalls/default.htm>) websites. Recalled products must be pulled from machines within two (2) business days.

Respondents may propose the sale of any type of food and non-alcoholic beverage however CATA reserves the right to approve all items offered for sale.

VENDING MACHINES FOR ADDITIONAL NON-FOOD ITEMS

Proposer should provide recommendations for vending machines available for CATA to load non-food items for sell such as CATA branded merchandise. Please include:

- Specifications/parameters of vending machines to indicate what types of items can be dispensed such as but not limited to:
 - T-Shirts
 - Lip Balm
 - Rain Jackets
 - Gift Cards
 - Water Bottles
- Provide costs associated with either renting or leasing the vending machines on attached revenue form.

STOCKING

CATA will provide the selected contractor the exclusive right to supply all snack and beverage vending machine products at these locations. During the term of the Contract, the contractor shall keep vending machines fully operational. During the term of the Contract, the contractor shall fully supply all products in a timely manner to keep all vending machines operating and fully supplied with product, change, and all other necessary supplies to allow CATA and the contractor to maximize sales.

CATA reserves the right to conduct periodic audits of the products stocked in the machines to ensure compliance.

FOOD DEMONSTRATION

During the procurement process, if requested, responder must be prepared to demonstrate its food service abilities through a food tasting demonstration at no cost to CATA either on-site at CATA or off-site at a currently owned/leased operated retail food location in the Lansing, MI area.

EXPERIENCE

For your proposal to be considered, you must have minimum three or more years of continuous, successful experience within the past ten years in the ownership, management, or operation of a food or vending service of some kind or special training in the food industry.

Contractor bears full responsibility for the comprehensive management and maintenance of necessary and desired vending equipment.

LOCATIONS

Respondent should specify how many machines are recommended/proposed for each location along with recommended products.

CATA Transportation Center (CTC) located at 420 South Grand Avenue, Lansing, MI 48933

Monday through Friday 6:00 AM – 10:00 PM

Saturday 7:00 AM – 8:00 PM

Sunday 8:00 AM – 8:00 PM

The CTC is a public bus terminal that averages 7,000 – 10,000 visitors each day.

Food choices at this location should be affordable to members of the public to include persons with fixed or limited income. Healthy options that meet the needs of school aged children should be included in recommended products at this location.

The machines at this location must be reliable and in good working order at all times. Every machine should be clearly labeled with customer service contact information for the prompt replacement of lost money.

Current Vending:

- (2) Snack Machines
- (5) Beverage Machines

CATA Administration Building located at 4615 Tranter Street, Lansing, MI 48910

Monday through Friday 8:00 AM – 5:00 PM

The administration building is occupied by approximately 400 employees comprised of CATA's administrative staff, executive staff, bus operators, maintenance, mechanics and facilities employees.

CATA encourages vendors to submit a micro market concept for this location as a separate proposal which will be considered for evaluation, but not guaranteed for award.

Please note: This location already has coffee service.

Current Vending:

- (2) Beverage machines located near the driver's day room at the North end of the facility.
- (1) Snack machine located near the driver's day room at the North end of the facility.
- (1) Beverage machine located near the maintenance break room on the East side of the facility.
- (1) Snack machine located near the maintenance break room on the East side of the facility.

Capital Area Multimodal Gateway (CAMG) located at 1240 South Harrison Rd., East Lansing, MI 48823

Sunday through Saturday 7:00 AM – 6:00 PM

The CAMG or Gateway facility is a public inter-city bus, intra-city bus and Amtrak train station visited by approximately 500 visitors and employees each day.

Current Vending:

- (1) Beverage machine located near the Amtrak lobby side of the facility.
- (1) Snack machine located near the Amtrak lobby side of the facility.

CATA WILL PROVIDE:

- Floor space.
- Cold and hot water mains
- Electrical circuits and conduits
- Ceiling and general lighting
- Pest Control services
- Major building repairs and maintenance for the vending service area. Major building repairs and maintenance include repair of HVAC system, roof system and structural components.
- Furnish the vendor electrical, water, and HVAC with what is already in place for operating vending related areas. Use of such utilities by vendor shall be for the exclusive operation of the vending services.

VENDING SERVICES CONTRACTOR WILL PROVIDE:

- **Contractor shall provide transition plan for how long it will take from time of award to implementation of service plan including how machines will be added, moved, and removed from facilities. Vending machines and service should be operational no later than 30 days from contract award.**
- All necessary labor, materials and supplies, along with professional equipment, fixtures, and furnishings including installation for the work to be performed under this RFP. If limited renovations are needed or requested, said renovations will be at proposer's expense and, proposer must receive written approval from CATA prior to proceeding.
- The equipment and its placement are important visual elements of the overall design and appearance of the vending services. The awarded vendor shall provide an initial inventory of equipment as well as expendable and non-expendable supplies and equipment to CATA.
- All equipment and furnishings are subject to CATA approval and must blend with the décor at each location. Proposers are advised that any equipment or materials purchased by the vendor will remain the sole ownership of the vendor, who will also solely be responsible for its maintenance and repair. CATA will not be obligated to purchase any equipment or reimburse the vendor for such expenditures.

- The selected vendor will be required to operate the vending services in compliance with all local, state and federal laws, regulations and ordinances. It is the vendor's responsibility to obtain and maintain all appropriate licenses and permits. The vendor will be responsible for collecting the proper sales and food and beverage taxes and reporting to the proper state agencies. The vendor is responsible to keep all equipment, fixtures, floor, and walls in good repair and appearance. All structural changes and/or repairs must be prior approved in writing by CATA as the authorization to proceed.
- Signage & menu boards are at the cost of the vendor subject to CATA written approval to proceed. The vendor shall not erect, maintain, or display any signs or any advertising matter without prior written approval of CATA.
- Food, snacks, non-alcoholic beverages, and vending products are all subject to CATA written approval.

VENDOR ACCESS TO FACILITIES; CONDUCT AND COMPLIANCE WITH POLICIES

Vendor shall have access to CATA's facilities during reasonable hours and will be expected to follow the parking and building access requirements for each location. Work by vendor shall not disrupt, impede or interfere with CATA's normal operations. Vendor maintains full accountability for ensuring that its employees and subcontractors assigned to work on CATA property comply with the following:

- Personnel shall access CATA property only for the purpose of performing services in connection with the contract.
- Personnel will abide by all applicable federal, state and local laws, statutes, rules and regulations at all times while working on CATA property or at CATA facilities.
- Personnel shall obey all posted speed limit signs, directional arrows and other regulatory signs while on CATA property.
- Personnel are prohibited from possessing or being under the influence of alcohol, drugs or any illegal substances while working on CATA property or at CATA facilities. Use of tobacco products is limited to CATA's designated smoking areas; and
- Personnel are prohibited from possessing any weapons while on CATA property.

It is understood and agreed between CATA and vendor that the intent of this agreement is that the vendor provides a service, and in providing this service, CATA requires that the vendor's employees and agents look and perform with the highest degree of professionalism conducting themselves in a manner that does not discredit CATA, annoy, disturb or offend patrons or other visitors within the facility where the vendor is providing the service.

The vendor shall communicate regularly or on an agreed upon schedule with the designated CATA Project Manager to provide updates regarding the services performed. The vendor shall correct all deficiencies within forty-eight (48) hours after being notified by CATA Management.

CUSTOMER SERVICE

The vendor should have a defined customer service process that details how complaints will be addressed and aligns with the expectations of CATA that all customers and patrons are treated with respect and empathy at all times. All vending machines should be clearly labeled with the name of the vending company and a number to call to submit claims for lost money.

UTILITIES

CATA does not guarantee uninterrupted supply of utilities, nor does CATA guarantee uninterrupted service in providing said utilities except that it will be diligent in restoring service following any interruption. CATA will not be liable to the vendor for any loss, damage, cost or expense which may result from the interruption or failure of any such service.

REPAIRS

Contractor shall be responsible for handling equipment maintenance, repair, and replacement. Contractor shall provide information on how equipment problems and vandalism issues will be handled including anticipated response time and a repair/replace procedure and contact numbers.

***Equipment Malfunctions & Refunds:* Contractor shall provide written policy regarding the handling of reimbursement to facility for lost money in vending machines.**

The vendor shall be required to repair and/or refurbish all or any part of the premises which may be damaged or destroyed by the acts or omissions of the vendor. The vendor shall return the premises, upon expiration or termination of the contract, to CATA in good condition considering normal wear and depreciation. Any capital additions made to the building will remain as property of CATA.

REMOVAL OF PROPERTY

All personal property placed on the premises by the vendor shall be removed on or before the expiration of the contract. In the event of termination, the vendor shall have ten (10) days, exclusive of Saturdays, Sundays, and holidays, after notice of termination in which to remove this property. Any permanent improvements made to the property will become the property of CATA upon termination of this contract. CATA will not be liable for any costs associated with the permanent improvements.

VENDING SPACE – DEFINED

“Vending space” refers to the specific designated locations on or in CATA-owned property or assets identified by both the contractor and CATA as available for vending services to be placed and/or operated.

VENDING MACHINE AND EQUIPMENT MAINTENANCE

Condition of Equipment: All equipment shall be up to date. This shall be interpreted as the latest models available at the execution of the signed contract. Initial equipment must include at a minimum: accept \$1, \$5, \$10 bills; credit/debit card acceptors; cash recycling capabilities; and remote monitoring capabilities that allow Contractor to wirelessly track mechanical issues and detect need for machine refill.

Additional specifications may include Energy Star certified machines, and other energy conservation methods such as LED lighting. Machine dimensions and a description of the appearance should be provided in the proposal.

Replacement equipment shall be made available to each facility every 2 years for the duration of said contract if deemed necessary by CATA.

Vendor will be responsible for the maintenance, repair and updating of all vending equipment. Vendor must maintain all equipment and machines so as to ensure they are neat and professional in appearance, and promptly remove all equipment that is worn or otherwise unsightly in appearance.

CATA reserves the right to require vendor to promptly remove and replace, at vendor's expense, any machines or equipment which, in the opinion of CATA, has become unsightly in appearance or which may not be functioning properly causing customers or employees to lose money and/or not receive merchandise and items they have paid for.

EQUAL EMPLOYMENT OPPORTUNITY AND DBE/SBE REQUIREMENTS

CATA is committed to maximizing the utilization of minority-, woman-owned, disadvantaged businesses and small businesses in contract awards. As such, Contractors shall not discriminate based on race, color, religious creed, national origin, ancestry, sex, sexual orientation, physical disability or any other protected class in the performance of this contract. There is not a DBE goal tied to this contract. However, CATA encourages Contractors to seek out and offer qualified DBE/SBE firms an opportunity to bid on sub-contract work, which may arise during the execution of required services tied to this Contract.

SUSTAINABLE PRACTICES

CATA encourages sustainable business practices in the performance of CATA's contracts. CATA also promotes the recycling of materials when possible; the use of eco-friendly materials where available; and the reasonable pricing of the good.

FINANCIAL REQUIREMENTS

1. *Records, Audits and Reports*

- a. Contractor shall keep true and accurate records of all transactions pertaining to this agreement. Such records shall be subject to audit by CATA or its authorized representatives during any normal business hours at Contractor's office.
- b. All records pertaining to this agreement shall be retained by Contractor for a minimum of three (3) years following the expiration of each contract year.
- c. During the contract, the Contractor shall provide a monthly gross receipt report of daily revenues, including an itemized report of sales of each item at each location. As part of their proposal, contractors are to supply options with regard to machine reports and how sales of specific items are tracked.

- d. Copies of all executed agreements shall be furnished by Contractor to CATA along with the monthly guaranteed payment, which is due on or before the tenth (10th) of each calendar month.
- e. For the duration of the contract, Contractor shall be responsible for providing to CATA a monthly revenue-reconciliation report, outlining all revenues earned for each month. This report will be delivered in written form to CATA within ten (10) days of the close of each month. The revenue report will include, but is not limited to the following for all contracts in effect:
 - i. Collections for the three-month timeframe by vendor/client;
 - ii. Address where each vending machine is located;
- f. On or before the tenth (10th) of each month, Contractor shall provide CATA with the following:
 - A monthly report of sales, collections and net receivables; and
 - A current inventory showing merchandise installed
- g. At the end of each twelve-month (12-month) period, Contractor will provide to CATA an annual financial summary statement.

2. *Payments*

Contractor shall send payments to CATA for its share of the vending profits within thirty (30) days of the end of each month in which revenues are received. Payment shall be supported by documentation as to the computation of profits, including revenue and expense data. Additional information related to these payments and their computation shall be furnished by Contractor upon CATA's request. At the end of each twelve-month (12-month) period, Contractor will provide to CATA an annual financial summary statement.

3. *Compensation Structure*

Contractor shall pay CATA a percentage of gross/net vending revenue generated for each year of the contract.

ATTACHMENT C

“REVISED” FINANCIAL OFFER FORM

**CATA TRANSPORTATION CENTER (CTC)
420 SOUTH GRAND AVENUE, LANSING**

Projected Annual Gross Revenue

PRODUCT CATEGORIES	PRICE TO CUSTOMER WITH REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
CARBONATED BEVERAGES									
NON-CARBONATED									
HOT COFFEE/TEA									
CHIPS/SALTY SNACKS									
DEHYDRATED FRUIT/JERKY									
FRUIT SNACKS									
BARS (GRANOLA/PROTEIN)									
CANDY BARS									
CRACKERS/CRISPS									
SANDWICHES									
PLANT BASED SNACKS									
COOKIES/BAKED GOODS									
CONFECTIONARY									
FROZEN									
MICROWAVEABLE									
OTHER/MISC									
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
CTC TOTAL									

Projected Annual Gross Revenue

PRODUCT	PRICE TO CUSTOMER WITHOUT REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
CARBONATED BEVERAGES									
NON-CARBONATED									
HOT COFFEE/TEA									
CHIPS/SALTY SNACKS									
DEHYDRATED FRUIT/JERKY									
FRUIT SNACKS									
BARS (GRANOLA/PROTEIN)									
CANDY BARS									
CRACKERS/CRISPS									
SANDWICHES									
PLANT BASED SNACKS									
COOKIES/BAKED GOODS									
CONFECTIONARY									
FROZEN									
MICROWAVEABLE									
OTHER/MISC									
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
CTC TOTAL									

**CATA ADMINISTRATIVE BUILDING
4615 TRANTER ST., LANSING**

Projected Annual Gross Revenue

PRODUCT	PRICE TO CUSTOMER WITH REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
CARBONATED BEVERAGES									
NON-CARBONATED									
HOT COFFEE/TEA									
CHIPS/SALTY SNACKS									
DEHYDRATED FRUIT/JERKY									
FRUIT SNACKS									
BARS (GRANOLA/PROTEIN)									
CANDY BARS									
CRACKERS/CRISPS									
SANDWICHES									
PLANT BASED SNACKS									
COOKIES/BAKED GOODS									
CONFECTIONARY									
FROZEN									
MICROWAVEABLE									
OTHER/MISC									
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
TRANTER TOTAL									

Projected Annual Gross Revenue

PRODUCT	PRICE TO CUSTOMER WITHOUT REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
CARBONATED BEVERAGES									
NON-CARBONATED									
HOT COFFEE/TEA									
CHIPS/SALTY SNACKS									
DEHYDRATED FRUIT/JERKY									
FRUIT SNACKS									
BARS (GRANOLA/PROTEIN)									
CANDY BARS									
CRACKERS/CRISPS									
SANDWICHES									
PLANT BASED SNACKS									
COOKIES/BAKED GOODS									
CONFECTIONARY									
FROZEN									
MICROWAVEABLE									
OTHER/MISC									
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
TRANSTER TOTAL									

**CAPITAL AREA MULTIMODAL GATEWAY (CAMG)
1240 S. HARRISON RD. EAST LANSING**

Projected Annual Gross Revenue

PRODUCT	PRICE TO CUSTOMER WITH REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
CARBONATED BEVERAGES									
NON-CARBONATED									
HOT COFFEE/TEA									
CHIPS/SALTY SNACKS									
DEHYDRATED FRUIT/JERKY									
FRUIT SNACKS									
BARS (GRANOLA/PROTEIN)									
CANDY BARS									
CRACKERS/CRISPS									
SANDWICHES									
PLANT BASED SNACKS									
COOKIES/BAKED GOODS									
CONFECTIONARY									
FROZEN									
MICROWAVEABLE									
OTHER/MISC									
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
CAMG TOTAL									

Projected Annual Gross Revenue

PRODUCT	PRICE TO CUSTOMER WITHOUT REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
CARBONATED BEVERAGES									
NON-CARBONATED									
HOT COFFEE/TEA									
CHIPS/SALTY SNACKS									
DEHYDRATED FRUIT/JERKY									
FRUIT SNACKS									
BARS (GRANOLA/PROTEIN)									
CANDY BARS									
CRACKERS/CRISPS									
SANDWICHES									
PLANT BASED SNACKS									
COOKIES/BAKED GOODS									
CONFECTIONARY									
FROZEN									
MICROWAVEABLE									
OTHER/MISC									
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
CAMG TOTAL									

Projected Annual Gross Revenue

WITH REVENUE SHARE	Year 1	Year 2	Year 3	Year 4	Year 5
CTC TOTAL SUBTOTAL					
TRANTER/ADMIN BUILDING TOTAL					
CAMG TOTAL					
GRAND TOTAL ALL LOCATIONS					

WITHOUT REVENUE SHARE	Year 1	Year 2	Year 3	Year 4	Year 5
CTC TOTAL SUBTOTAL					
TRANTER/ADMIN BUILDING TOTAL					
CAMG TOTAL					
GRAND TOTAL ALL LOCATIONS					

CATA MERCHANDISE VENDING MACHINE

COST TO RENT/LEASE MACHINE PER YEAR	RATE WITHOUT REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
		N/A	N/A	N/A					
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
CTC TOTAL									
COST TO RENT/LEASE MACHINE PER YEAR	RATE WITH REVENUE SHARE	% OF GROSS REVENUE TO CATA	% OF GROSS REVENUE TO VENDOR	Vendor Margin	Year 1	Year 2	Year 3	Year 4	Year 5
A. SUBTOTAL									
B. EXPENSES DEDUCTED									
CTC TOTAL									

Bidder: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.

ATTACHMENT A

"REVISED" SUBMITTAL CHECKLIST FORM

All forms/certifications below **MUST** be **completed and included** when you submit your proposal. Failure to submit the requested documents could result in determining the submission as non-responsive and rejected.

- Electronic Submission of the Proposal
- Cover Letter
- Signed and completed Iran Economic Sanctions Act Certificate
- Signed and completed Certification of Primary Contractor Regarding Debarment & Suspension
- Signed and completed Certification of Lower-Tier Participants (Sub-contractors) Regarding Debarment & Suspension
- Signed and completed "REVISED" Submittal Checklist Form
- Signed and completed Supplier Information Form
- Signed and completed Reference Form
- Signed and completed "REVISED" Financial Offer Form
- Certificate of Insurance
- Signed and completed Amendment(s) (as issued)

Please Note: This bid package and any amendments are available at www.cata.org. Please continue checking the website for any updates or amendments.

Bidder: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.