



**Central  
Arizona  
College**

## ACKNOWLEDGMENT OF RECEIPT

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Description: **VENDING SERVICES**

Proposal #: **2526-001**

Addendum #: **1**

Number of pages to follow: **3**

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Please provide the requested information below as acknowledgment that you have received our RFP referenced above. It is *strongly recommended* that interested proposers complete this acknowledgment and return to us by mail, Email or fax.

Central Arizona College  
Purchasing Department  
8470 N Overfield Rd  
Coolidge AZ 85128  
Email: [purchasing@centralaz.edu](mailto:purchasing@centralaz.edu)

**Only firms returning completed acknowledgments will receive addenda to this RFP.** RFPs from firms not acknowledging the addenda shall be considered incomplete and subject to disqualification.

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Name (print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

April 9, 2026

## **Addendum #1**

### **Questions and Answers to RFP 2526-001**

**RFP#: 2526-001 VENDING SERVICES**

**DUE DATE: Wednesday, April 15, 2026 at 3:00 PM**

**Correction to RFP – Attachment C. Signal Peak Campus A Building – Vending Machines located on 2<sup>nd</sup> & 3<sup>rd</sup> floor laundry rooms**

Q) 1. Can you provide the volume of vending sales at all your locations in snacks and beverages-Gross sales annually?

A)

<b>Fiscal Period</b>	<b>Total Revenue- Snacks &amp; Beverages</b>
7/1/24-6/30/25	\$39,673.62
7/1/25-Current	\$35,212.58

Q) 2. It looks like you would like some food options - do you currently have sandwiches or salads in vending now?

A) *We do not have sandwiches or salads available.*

Q) 3. Are you happy with your current service

A) *We will not provide an opinion as part of the RFP.*

Q) 4. What are current commission rates?

A) *We will not disclose our commission rates.*

Q) 5. What is the current vendor's guaranteed minimum?

A) *We will not disclose our guaranteed minimum.*

Q) 6. What locations are underperforming vs. high volume?

A) *The machines outside of the H, L, N, and O buildings at SPC campus are underperforming and the two machines in the T Building are high volume.*

Q) 7. Any seasonality trends (summer drop-off, dorm usage, etc.)?

A) *We experience a summer drop-off from mid May-mid August.*

Q) 8. What % of sales are currently cashless vs. cash?

A) *32% Cash & 68% Cashless (7/1/25-3/31/26)*

Q) 9. Which buildings have highest foot traffic (not just current placements)?

A) *Maricopa Campus – A, B and C*

*San Tan Campus – B, C and D*

*Signal Peak Campus – C, G, I, L, M, O, S, T and V*

Q) 10. Are there missed opportunities (gyms, dorms, outdoor placements)?

A) *Not at this time.*

Q) 11. Can we add micro-markets or fresh food zones where demand exists?

A) *We are open to micro markets or fresh food zones, however we've not been successful offering them in the past.*

Q) 12. What complaints exist today? (pricing, selection, outages)

A) *Aside from some issues with machines, the current vendor addresses issues as they arise. No current complaints otherwise.*

Q) 13. What reporting do they currently get (and what's missing)?

A) *We receive a quarterly commission report.*

Q) 14. Do they want real-time dashboards or just monthly reports?

A) *We are okay with either.*

Q) 15. Any past issues with trust / transparency in commissions?

A) *No.*

**ATTACHMENT C-Updated**

**VENDING MACHINE LOCATIONS BY CAMPUS / CENTER**

<b>Campus / Center</b>	<b>Building / Location</b>	<b>Room # / Description</b>	<b>Type</b>
Maricopa Campus	A Building	Hallway	Soda Glass
	B Building	Hallway	Snack
San Tan Campus	C Building	Lobby	Soda Glass
	C Building	Lobby	Snack
Signal Peak Campus	A Building	2 <sup>nd</sup> /3 <sup>rd</sup> Floor Laundry room	Drink
	C Building		Soda Glass
	C Building		Snack
	G Building	Gym/Activity Center	Soda Glass
	G Building	Outside training room	Drink
	H Building	Outside south entrance	Drink
	L Building	Outside	Drink
	M Building	M100	Soda Glass
	M Building	M100	Snack
	N Building	Outside west entrance	Drink
	O Building	Lobby	Soda Glass
	O Building	Lobby	Snack
	O Building	Outside	Drink
	S Building	Hallway	Soda Glass
	S Building	Science Lobby	Snack
	T Building	Lobby	Soda Glass
	T Building	Lobby	Snack
	V Building	Outside	Drink
Superstition Mountain Campus	F Building	Lobby	Soda Glass
	F Building	Lobby	Snack