

QUESTIONS AND ANSWERS #3

In RFP sections 15 and 17, it asks for the vendors to “differentiate themselves” but on each section of the Proposal Packet it says “Prospective contractors **shall not** include the Prospective Contractor’s name or any other identifiers...” Can you provide some guidance on how a vendor proposes their services without identifying themselves? Do we redact our names from our proposals, etc?

You can use “our business” or “the company” in place of your company name.

In RFP section 15.50, it shares a grading table that lists how the financial proposal is going to be scored. The official “Operation and Management of Virtual Bookstore Official Pricing Sheet” does not have room to list those grading criteria. Can we add supplemental information to the Official Pricing Sheet?

Yes you can add supplemental information to the official pricing sheet.

Who owns the fixtures located in the Team Store at the stadium? Who owns the fixtures in the current bookstore? **Current bookstore provider**

Because of the proposed inventory purchase in the event the current vendor is not retained, can you provide a current inventory report of the bookstore including vendor cost of the items the vendor anticipates will be part of the transaction? **Inventory was completed February 25. Results from that inventory should be in by March 19.**

How is billing for graduation currently handled? If a 3rd party is supporting the university store, can you provide the previous 12 month’s invoices from the bookstore to the school for regalia?

Students pay a fee for graduation which covers the regalia. Online orders go to Brown who orders and orders are shipped to the bookstore who then bills the University. Bookstore has sent the University 3 invoices in the past year. Dec 2020 - \$39,825.83; Aug 2020 - \$55,477.53; May 2020 - \$48,960.94

Can you provide the total bookstore sales, broken out by month, starting with January 2020 until the most recent full month?

Bookstore Monthly Sales	
Jan-20	\$537,377.00
Feb-20	\$ 7,113.00
Mar-20	\$ 38,190.00
Apr-20	\$ 19,466.00
May-20	\$159,745.00
Jun-20	\$ 59,138.00
Jul-20	\$ 76,484.00
Aug-20	\$611,567.00
Sep-20	\$ 73,996.00
Oct-20	\$ 90,949.00
Nov-20	\$ 26,764.00
Dec-20	\$ 96,890.00
Jan-21	\$491,653.00
Feb-21	\$ 89,207.00