

 <p>UNIVERSITY OF <b>SOUTH CAROLINA</b></p>	<h1>REQUEST FOR PROPOSAL</h1>	Solicitation Number Date Issued Date Posted Procurement Officer Phone E-Mail Address	USC-RFP-2699-VM December 11, 2014 December 11, 2014 Venis Manigo (803)777-6790 manigol@mailbox.sc.edu
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DESCRIPTION: SNACK VENDING FOR THE UNIVERSITY OF SOUTH CAROLINA COLUMBIA CAMPUS AND SELECT SYSTEM CAMPUSES

*The Term "Offer" Means Your "Bid" or "Proposal."*

SUBMIT OFFER BY (Opening Date/Time): **March 4, 2015 @ 11:00 AM, Local Time** See "Deadline for Submission of Offer" provision.

QUESTIONS MUST BE RECEIVED BY: **February 2, 2015 @ 5:00 PM Local Time** See "Questions from Offerors" provision.

NUMBER OF COPIES TO BE SUBMITTED: One (1) Original in hardcopy, Five (5) copies marked "COPY," and One (1) Electronic Copy (Original shall prevail.)

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:	PHYSICAL ADDRESS:
University of South Carolina – Purchasing Dept. 1600 Hampton St., Suite 606 Columbia, SC 29208	University of South Carolina – Purchasing Dept. 1600 Hampton St., Suite 606 Columbia, SC 29208

See "Submitting Your Offer" provision

CONFERENCE TYPE: Site Visit DATE & TIME: By Appointment As appropriate, see "Conferences-Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION:
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AWARD & AMENDMENTS	Award will be posted at the Physical Address stated above on <b>April 24, 2015</b> . The award, this solicitation, and any amendments will be posted at the following web address: <a href="http://purchasing.sc.edu">http://purchasing.sc.edu</a>
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>	OFFEROR'S TYPE OF ENTITY: (Check one)  <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Tax-exempt corporate entity <input type="checkbox"/> Government entity (federal/state/local) <input type="checkbox"/> Other _____  (See "Signing Your Offer" provision.)
AUTHORIZED SIGNATURE  <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>	
TITLE <small>(Business title of person signing above)</small>	
PRINTED NAME <small>(Printed name of person signing above)</small>	
DATE SIGNED	

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION	<small>(If offeror is a corporation, identify the state of Incorporation.)</small>
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TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>	
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**PAGE TWO**

**(Return Page Two with Your Offer)**

<b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	_____ Area Code - Number - Extension                  Facsimile
	_____ E-mail Address

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address <b>(check only one)</b>	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address <b>(check only one)</b>

<b>ACKNOWLEDGMENT OF AMENDMENTS</b> Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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## **Solicitation Outline**

### **Part I Columbia Campus**

1. Scope of Solicitation
2. Instructions to Offerors
  - a. General Instructions
  - b. Special Instructions
3. Introduction/Scope of Work / Specifications
4. Information for Offerors to Submit
5. Qualifications
6. Award Criteria
7. Terms and Conditions
  - a. General
  - b. Special
8. Exhibits

### **Part II System Campuses**

1. USC Upstate
2. USC Sumter
3. USC Union
4. USC Salkahatchie
5. USC Lancaster
6. Attachment 1 for Columbia Campus

## **Part I**

### **1. Scope Of Solicitation**

ACQUIRE SERVICES (January 2006): The purpose of this solicitation is to acquire services complying with the enclosed description and/or specifications and conditions.

MAXIMUM CONTRACT PERIOD — ESTIMATED (January 2006): **[July 1, 2015- June 30, 2022]** Dates provided are estimates only. Any resulting contract will begin on the date specified in the notice of award. See clause entitled "Term of Contract – Effective Date / Initial Contract Period".

It is the intent of the University of South Carolina to solicit proposals from qualified sources of supply to Snack and Cold Food Vending Services for The University of South Carolina in accordance with all requirements stated herein. Vendors are also requested to provide proposals for each of the USC System campuses listed in this RFP. The specifications and proposal information for each of these locations is contained in Part II of the RFP. The system locations are USC Upstate, USC Sumter, USC Lancaster, USC Union and USC Salkehatchie. The University desires proposals to be submitted for each of these campuses. The proposals for each System campus will be evaluated and awarded separately. However, there is an evaluation criterion for the Columbia campus award that will evaluate the strength of the proposals that are submitted for the System campuses as a whole. This is to encourage vendors to submit strong proposals to provide snack vending services at each of these System campuses. The evaluation criteria for each of these campuses will be evaluated separately and individual awards made to these campuses on the basis of the proposal submitted for that location.

### **2. Instructions To Offerors**

#### **A. General Instructions**

DEFINITIONS (JANUARY 2006) EXCEPT AS OTHERWISE PROVIDED HEREIN, THE FOLLOWING DEFINITIONS ARE APPLICABLE TO ALL PARTS OF THE SOLICITATION.

AMENDMENT – means a document issued to supplement the original solicitation document.

BUYER – means the Procurement Officer.

CHANGE ORDER - means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual agreement of the parties to the contract.

CONTRACT - See clause entitled “Contract Documents & Order of Precedence.”

CONTRACT MODIFICATION – means a written order signed by the Procurement Officer, directing the contractor to make changes which the changes clause of the contract authorizes the Procurement Officer to order without the consent of the contractor.

CONTRACTOR - means the Offeror receiving an award as a result of this solicitation.

COVER PAGE – means the top page of the original solicitation on which the solicitation is identified by number. Offerors are cautioned that Amendments may modify information provided on the Cover Page.

OFFER – means the bid or proposal submitted in response this solicitation. The terms “Bid” and “Proposal” are used interchangeably with the term “Offer.”

OFFEROR – means the single legal entity submitting the offer. The term “Bidder” is used interchangeably with the term “Offeror.” See bidding provisions entitled “Signing Your Offer” and “Bid/Proposal As Offer To Contract.”

ORDERING ENTITY - Using Governmental Unit that has submitted a Purchase Order.

PAGE TWO – means the second page of the original solicitation, which is labeled Page Two.

PROCUREMENT OFFICER – means the person, or his successor, identified as such on the Cover Page.

YOU and YOUR – means Offeror.

SOLICITATION – means this document, including all its parts, attachments, and any Amendments.

STATE – means the Using Governmental Unit(s) identified on the Cover Page.

SUBCONTRACTOR – means any person having a contract to perform work or render service to Contractor as a part of the Contractor’s agreement arising from this solicitation.

USING GOVERNMENTAL UNIT – means the unit(s) of government identified as such on the Cover Page. If the Cover Page names a “Statewide Term Contract” as the Using Governmental Unit, the Solicitation seeks to establish a Term Contract [11-35-310(35)] open for use by all South Carolina Public Procurement Units [11-35-4610(5)].

WORK - means all labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor’s obligations under the Contract.

**AMENDMENTS TO SOLICITATION (JANUARY 2006)** (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://purchasing.sc.edu>. (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

**AWARD NOTIFICATION (NOV 2007):** Notice regarding any award or cancellation of award will be posted at the location specified on the Cover Page. If the contract resulting from this Solicitation has a total or potential value of fifty thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation. Should the contract resulting from this Solicitation have a total or potential value of one hundred thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation and any award will not be effective until the eleventh day after such notice is given. [02-2A010-1]

**BID / PROPOSAL AS OFFER TO CONTRACT (JANUARY 2006)** By submitting Your Bid or Proposal, You are offering to enter into a contract with the Using Governmental Unit(s). Without further action by either party, a binding contract shall result upon final award. Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror on the Cover Page. An Offer may be submitted by only one legal entity; “joint bids” are not allowed.

**BID ACCEPTANCE PERIOD (JANUARY 2006)** In order to withdraw Your Offer after the minimum period specified on the Cover Page, You must notify the Procurement Officer in writing.

**BID IN ENGLISH & DOLLARS (JANUARY 2006)** Offers submitted in response to this solicitation shall be in the English language and in US dollars, unless otherwise permitted by the Solicitation.

**CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS (JANUARY 2006)**

(a)(1) By submitting an Offer, Offeror certifies, to the best of its knowledge and belief, that-

(i) Offeror and/or any of its Principals-

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;

(B) Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or

local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

(b) Offeror shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) If Offeror is unable to certify the representations stated in paragraphs (a)(1), Offer must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Offeror's responsibility. Failure of the Offeror to furnish additional information as requested by the Procurement Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the State, the Procurement Officer may terminate the contract resulting from this solicitation for default.

#### **CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (MAY 2008)**

**GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SECTION 16-9-10 OF THE SOUTH CAROLINA CODE OF LAWS AND OTHER APPLICABLE LAWS.**

(a) By submitting an offer, the offeror certifies that-

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; or

(2)(i) Has been authorized, in writing, to act as agent for the offeror's principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal];

(ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.

**CODE OF LAWS AVAILABLE (JAN 2006):** The South Carolina Code of Laws, including the Consolidated Procurement Code, is available at <http://www.scstatehouse.net/code/statmast.htm>. The South Carolina Regulations are available at: <http://www.scstatehouse.net/coderegs/statmast.htm>.

**COMPLETION OF FORMS / CORRECTION OF ERRORS (JAN 2006):** All prices and notations should be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Do not modify the solicitation document itself (including bid schedule). (Applicable only to offers submitted on paper.)

**DEADLINE FOR SUBMISSION OF OFFER (JANUARY 2006)** Any offer received after the Procurement Officer of the governmental body or his designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated purchasing office or the governmental bodies' mail room which services that purchasing office prior to the bid opening. [R.19-445.2070(H)]

**DISCLOSURE OF CONFLICTS OF INTEREST OR UNFAIR COMPETITIVE ADVANTAGE (MAY 2011):** You warrant and represent that your offer identifies and explains any unfair competitive advantage you may have in competing for the proposed contract and any actual or potential conflicts of interest that may arise from your participation in this competition or your receipt of an award. The two underlying principles are (a) preventing the existence of conflicting roles that might bias a contractor's judgment, and (b) preventing an unfair competitive advantage. If you have an unfair competitive advantage or a conflict of interest, the state may withhold award. Before withholding award on these grounds, an offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered.

**DRUG FREE WORK PLACE CERTIFICATION (JANUARY 2006)** By submitting an Offer, Contractor certifies that, if awarded a contract, Contractor will comply with all applicable provisions of The Drug-free Workplace Act, Title 44, Chapter 107 of the South Carolina Code of Laws, as amended.

**DUTY TO INQUIRE (JANUARY 2006)** Offeror, by submitting an Offer, represents that it has read and understands the Solicitation and that its Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation. Failure to do so will be at the Offeror's risk. Offeror assumes responsibility for any patent ambiguity in the Solicitation that Offeror does not bring to the State's attention.

**ETHICS CERTIFICATE (May 2008):** By submitting an offer, the offeror certifies that the offeror has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statutes require special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public official; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-775, prohibiting public official with economic interests from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The state may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the procurement officer at the same time the law requires the statement to be filed. [02-2A075-2]

**OMIT TAXES FROM PRICE (JANUARY 2006):** Do not include any sales or use taxes in Your price that the State may be required to pay.

**PROCUREMENT AGENT (AUG 2004)** Authorized Agent. All authority regarding the conduct of this procurement is vested solely with the responsible Procurement Officer. Unless specifically delegated in writing, the Procurement Officer is the only government official authorized to bind the government with regard to this procurement.

**PROTESTS (JUNE 2006)** Any prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation of a contract shall protest within fifteen days of the date of issuance of the applicable solicitation document at issue. Any actual bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of a contract shall protest within ten days of the date notification of award is posted in accordance with this code. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". [~ 11-35-4210]

**PUBLIC OPENING (JANUARY 2006)** Offers will be publicly opened at the date / time and at the location identified on the Cover Page, or last Amendment, whichever is applicable

**QUESTIONS FROM OFFERORS (JANUARY 2006):** (a) Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions must be received by the Procurement Officer no later than five (5) days prior to opening unless otherwise stated on the Cover Page. Label any communication regarding your questions with the name of the procurement officer, and the solicitation's title and number. Oral explanations or instructions will not be binding. Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an Amendment to the solicitation, if that information is necessary for submitting offers or if the lack of it would be prejudicial to other prospective offerors. (b) The State seeks to permit maximum practicable competition. Offerors are urged to advise the Procurement Officer – as soon as possible – regarding any aspect of this procurement, including any aspect of the Solicitation that unnecessarily or inappropriately limits full and open competition.

**REJECTION/CANCELLATION (JAN 2004)** The State may cancel this solicitation in whole or in part. The State may reject any or all proposals in whole or in part. [SC Code Section 11-35-1710 & R.19-445.2065.]

**RESPONSIVENESS / IMPROPER OFFERS (JANUARY 2006)**

(a) Bid as Specified. Offers for supplies or services other than those specified will not be considered unless authorized by the Solicitation.

(b) Multiple Offers. Offerors may submit more than one Offer, provided that each Offer has significant differences other than price. Each separate Offer must satisfy all Solicitation requirements. If this solicitation is an Invitation for Bids, each separate offer must be submitted as a separate document. If this solicitation is a Request for Proposals, multiple offers may be submitted as one document, provided that you clearly differentiate between each offer and you submit a separate cost proposal for each offer, if applicable.

(c) Responsiveness. Any Offer which fails to conform to the material requirements of the Solicitation may be rejected as nonresponsive. Offers which impose conditions that modify material requirements of the Solicitation may be rejected. If a fixed price is required, an Offer will be rejected if the total possible cost to the State cannot be determined. Offerors will not be given an opportunity to correct any material nonconformity. Any deficiency resulting from a minor informality may be cured or waived at the sole discretion of the Procurement Officer. [R.19-445.2070 and Section 11-35-1520(13)]

(d) Price Reasonableness: Any offer may be rejected if the Procurement Officer determines in writing that it is unreasonable as to price. [R. 19-445.2070].

(e) Unbalanced Bidding. The State may reject an Offer as nonresponsive if the prices bid are materially unbalanced between line items or subline items. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the bid will result in the lowest overall cost to the State even though it may be the low evaluated bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.

**RESTRICTIONS APPLICABLE TO OFFERORS (JANUARY 2006)** Violation of these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of the state Ethics Act. (a) After issuance of the solicitation, *you agree not to discuss this procurement activity in any way with the Using Governmental Unit or its employees, agents or officials.* All communications must be solely with the Procurement Officer. This restriction may be lifted by express written permission from the Procurement Officer. This restriction expires once a contract has been formed. (b) Unless otherwise approved in writing by the Procurement Officer, *you agree not to give anything to any Using Governmental Unit*

**SIGNING YOUR OFFER (JANUARY 2006)** Every Offer must be signed by an individual with actual authority to bind the Offeror.

(a) If the Offeror is an individual, the Offer must be signed by that individual. If the Offeror is an individual doing business as a firm, the Offer must be submitted in the firm name, signed by the individual, and state that the individual is doing business as a firm. (b) If the Offeror is a partnership, the Offer must be submitted in the partnership name, followed by the words “by its Partner,” and signed by a general partner. (c) If the Offeror is a corporation, the Offer must be submitted in the corporate name, followed by the signature and title of the person authorized to sign. (d) An Offer may be submitted by a joint venturer involving any combination of individuals, partnerships, or corporations. If the Offeror is a joint venture, the Offer must be submitted in the name of the Joint Venture and signed by every participant in the joint venture in the manner prescribed in paragraphs (a) through (c) above for each type of participant. (e) If an Offer is signed by an agent, other than as stated in subparagraphs (a) through (d) above, the Offer must state that it has been signed by an Agent. Upon request, Offeror must provide proof of the agent's authorization to bind the principal.

**STATE OFFICE CLOSINGS (JANUARY 2006)** If an emergency or unanticipated event interrupts normal government processes so that offers cannot be received at the government office designated for receipt of bids by the exact time specified in the solicitation,

the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal government processes resume. In lieu of an automatic extension, an Amendment may be issued to reschedule bid opening. If state offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Amendment will be issued to reschedule the conference. Useful information may be available at: [http://www.scemd.org/scgovweb/weather\\_alert.htm](http://www.scemd.org/scgovweb/weather_alert.htm).

**SUBMITTING CONFIDENTIAL INFORMATION (AUG 2002):** (An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov)) For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Offeror contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged and confidential, as that phrase is used in Section 11-35-410. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Offeror contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "PROTECTED" every page, or portion thereof, that Offeror contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire response (bid, proposal, quote, etc.) as confidential, trade secret, or protected! If your response, or any part thereof, is improperly marked as confidential or trade secret or protected, the State may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation or request, Offeror (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, and documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, and (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, the State will detrimentally rely on Offeror's marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Offeror agrees to defend, indemnify and hold harmless the State of South Carolina, its officers and employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from the State withholding information that Offeror marked as "confidential" or "trade secret" or "PROTECTED". (All references to S.C. Code of Laws.)

**SUBMITTING REDACTED OFFERS (FEB 2007):** You are required to mark the original copy of your offer to identify any information that is exempt from public disclosure. You must do so in accordance with the clause entitled "Submitting Confidential Information." In addition, you must also submit one complete copy of your offer from which you have removed any information that you marked as exempt, i.e., a redacted copy. The information redacted should mirror in ever detail the information marked as exempt from public disclosure. The redacted copy should (i) reflect the same pagination as the original, (ii) show the empty space from which information was redacted, and (iii) be submitted on magnetic media. (See clause entitled "Magnetic Media Required Format.") Except for the redacted information, the CD must be identical to the original hard copy. Portable Document Format (.pdf) is preferred. [04-4030-1]

**SUBMITTING YOUR OFFER OR MODIFICATION (JANUARY 2006)** (a) Offers and offer modifications shall be submitted in sealed envelopes or packages (unless submitted by electronic means) – (1) Addressed to the office specified in the Solicitation; and (2) Showing the time and date specified for opening, the solicitation number, and the name and address of the bidder. (b) If you are responding to more than one solicitation, each offer must be submitted in a different envelope or package. (c) Each Offeror must submit the number of copies indicated on the Cover Page. (d) Offerors using commercial carrier services shall ensure that the Offer is addressed and marked on the outermost envelope or wrapper as prescribed in paragraphs (a)(1) and (2) of this provision when delivered to the office specified in the Solicitation. (e) Facsimile or e-mail offers, modifications, or withdrawals, will not be considered unless authorized by the Solicitation. (f) Offers submitted by electronic commerce shall be considered only if the electronic commerce method was specifically stipulated or permitted by the solicitation.

**TAX CREDIT FOR SUBCONTRACTING WITH DISADVANTAGED SMALL BUSINESSES (JAN 2008):** Pursuant to Section 12-6-3350, a taxpayer having a contract with this State who subcontracts with a socially and economically disadvantaged small business is eligible for an income tax credit equal to four percent of the payments to that subcontractor for work pursuant to the contract. The subcontractor must be certified as a socially and economically disadvantaged small business as defined in Section 11-35-5010 and regulations pursuant to it. The credit is limited to a maximum of fifty thousand dollars annually. A taxpayer is eligible to claim the credit for ten consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. A taxpayer claiming the credit shall maintain evidence of work performed for the contract by the subcontractor. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-



5888. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498. [02-2A135-1]

**TAXPAYER IDENTIFICATION NUMBER (JANUARY 2006):** (a) If Offeror is owned or controlled by a common parent as defined in paragraph (b) of this provision, Offeror shall submit with its Offer the name and TIN of common parent.

(b) Definitions: "Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member. "Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(c) If Offeror does not have a TIN, Offeror shall indicate if either a TIN has been applied for or a TIN is not required. If a TIN is not required, indicate whether (i) Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States; (ii) Offeror is an agency or instrumentality of a state or local government; (iii) Offeror is an agency or instrumentality of a foreign government; or (iv) Offeror is an agency or instrumentality of the Federal Government.

**WITHDRAWAL OR CORRECTION OF OFFER (JANUARY 2006)** Offers may be withdrawn by written notice received at any time before the exact time set for opening. If the Solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for opening. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid. The withdrawal and correction of Offers is governed by S.C. Code Section 11-35-1520 and Regulation 19-445.2085.

## **B. Special Instructions**

### **SITE VISIT**

**Potential Offerors will be afforded the opportunity to participate in a guided tour of relevant portions of the Columbia campus to observe the current snack vending service operation. The University will conduct a visit of selected sites on campus if requested by interested offerors. Site visits of our system campuses may also be conducted upon request. Appointment for a site visit may be made by contacting Beth Sinnott at (803)777-4768 no later than January 12, 2015.**

### **SUBMISSION OF QUESTIONS**

**Mark envelopes on questions mailed:**

**QUESTIONS: USC-RFP-2699-VM**

**Title: Snack Vending Services for the University of South Carolina**

**Attn: Venis Manigo**

**QUESTIONS MAY BE E-MAILED TO:**

[manigol@mailbox.sc.edu](mailto:manigol@mailbox.sc.edu)

**FAXED TO:**

**803-777-2032**

### **CLARIFICATION (NOV 2007)**

Pursuant to Section 11-35-1530(6), the Procurement Officer may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with offerors who have submitted an offer which obviously conforms in all material aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation. [Section 11-35-1530(6); R.19-445.2080] [02-2B055-1]

**CONTENTS OF OFFER (RFP) – SPO (JAN 2006):** (a) Offers should be complete and carefully worded and should convey all of the information requested. (b) Offers should be prepared simply and economically, providing a straightforward, concise description of offeror's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. (c) Each copy of your offer should be bound in a single volume where practical. All documentation submitted with your offer should be bound in that single volume. (d) If your offer includes any comment over and above the specific information requested in the solicitation, you are to include this information as a separate appendix to your offer. Offers which include either modifications to any of the solicitation's contractual requirements or an offeror's standard terms and conditions may be deemed non-responsive and not considered for award.

**DESCRIPTIVE LITERATURE – LABELLING (JAN 2006):** Include offeror’s name on the cover of any specifications or descriptive literature submitted with your offer.

**DISCUSSIONS and NEGOTIATIONS (NOV 2007):** Submit your best terms from a cost or price and from a technical standpoint. Your proposal may be evaluated and your offer accepted without any discussions, negotiations, or prior notice. Ordinarily, nonresponsive proposals will be rejected outright. Nevertheless, the State may elect to conduct discussions, including the possibility of limited proposal revisions, but only for those proposals reasonably susceptible of being selected for award. If improper revisions are submitted, the State may elect to consider only your unrevised initial proposal. [11-35-1530(6); R.19-445.2095(I)] The State may also elect to conduct negotiations, beginning with the highest ranked offeror, or seek best and final offers, as provided in Section 11-35-1530(8). If negotiations are conducted, the State may elect to disregard the negotiations and accept your original proposal. [02-2B060-1]

**DISCUSSION WITH OFFERORS:** After opening, the Procurement Officer may, in his sole discretion, initiate discussions with you to discuss your offer. [Section 11-35-1530(6)]

**MAGNETIC MEDIA – REQUIRED FORMAT (JAN 2006):** As noted on the cover page, an original hard copy of your offer must be accompanied by the specified number of copies in the following electronic format: compact disk (CD) in one of the following formats: **CD-R; DVD ROM; DVD-R; or DVD+R**. Formats such as CD-RW, DVD-RAM, DVD-RW, DVD+RW, or DVIX **are not acceptable** and will result in the Offeror's proposal being rejected. Every CD must be labeled with offeror’s name, solicitation number, and specify whether contents address technical proposal or business proposal. If multiple CD sets are provided, each CD in the set must be appropriately identified as to its relationship to the set, e.g., 1 of 2. Each CD must be identical to the original hard copy. File format shall be MS Word 97 or later.

**OPENING PROPOSALS – PRICES NOT DIVULGED:** In competitive sealed proposals, prices and the names of respondents will not be divulged at opening.

**PROTEST - CPO - MMO ADDRESS (JUNE 2006)**

Any protest must be addressed to Michael B. Spicer, Chief Procurement Officer, Materials Management Office, and submitted in writing (a) by email to protest-mmo@mmo.state.sc.us, (b) by facsimile at 803-737-0639, or (c) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201. [02-2B122-1]

**LEGAL AGREEMENTS INCLUDED WITH BIDS MUST BE CLEARLY LABELLED “SAMPLE”**

Every page of legal agreement(s) that Offeror expects the University to sign in order to do business with Offeror, Offeror’s terms and conditions, and/or similar type legal documents pursuant to potential contract award that Offeror chooses to include with its proposal **must be clearly labelled “SAMPLE”**. If Offeror’s proposal is the highest ranked offer from the evaluation process for the solicitation, then the University will consider the legal documents pursuant to potential contract award that the Offeror included with its proposal and clearly labelled “SAMPLE”.

### 3.0 SCOPE OF WORK

#### INTRODUCTION AND GENERAL INFORMATION

##### Introduction

This document constitutes a request for competitive, sealed proposals from qualified individuals and organizations to provide snack vending services on the Columbia campus of the University of South Carolina (hereinafter “the University”) in accordance with the requirements set forth herein. Vendors are also requested to provide proposals for each of the USC System campuses listed in this RFP. The specifications and proposal information for each of these locations is contained in Part II of the RFP. The system locations are USC Upstate, USC Sumter, USC Lancaster, USC Union and USC Salkehatchie. The University desires proposals to be submitted for each of these campuses. The proposals for each System campus will be evaluated and awarded separately. However, there is an evaluation criterion for the Columbia campus award that will evaluate the strength of the proposals that are submitted for the System campuses as a whole. This is to encourage vendors to submit strong proposals to provide snack vending services at each of these System campuses. The evaluation criteria for each of these campuses will be evaluated separately and individual awards made to these campuses on the basis of the proposal submitted for that location.

##### EXHIBITS

This document, referred to as a Request for Proposal (RFP), contains the following exhibits and attachments:

- Exhibit A - Pricing Page
- Exhibit B – Prior Experience of Accounts of Comparable Sizes
- Exhibit C - Current Customers and Sales
- Exhibit D - Products and Product Pricing List
- Exhibit E – Proposed Transition Plan Services
- Exhibit F - Plan for Increasing Revenue
- Attachment 1: Vending Machine Sales by Location/Locations to be equipped with Card Reader

##### General Information

###### Description of USC Columbia Campus

Chartered in 1801 as South Carolina College, the University still remains on its original site in Columbia, the state capital. The campus has grown from its origins of one building on the historic Horseshoe to 155 facilities on 358 acres. USC Columbia offers more than 350 undergraduate and graduate courses of study. The Columbia campus offers fifteen (15) academic units which include: The Colleges of Arts and Sciences; Education; Engineering and Information Technology; Hospitality, Retail, and Sport Management; Mass Communications and Information Studies; Nursing; Pharmacy; and Social Work; the South Carolina Honors College; the Moore School of Business; the School of the Environment; the School of Law; the School of Medicine; the School of Music; and the Norman J. Arnold School of Public Health.

###### Fall 2013 Enrollment:

- Full Time Undergraduate Students -22,533
- Part Time Undergraduate Students- 1,647
- Full Time Graduate and Professional Students -5,489
- Part Time Graduate and Professional Students- 2,295

###### Fall 2014 Housing Occupancy:

- Freshman Residence Hall Population- 4,810
- Sophomore Residence Hall Population -793
- Junior Residence Hall Population- 330
- Senior Residence Hall Population-238
- Graduate Student Residence Hall Population-12
- Female Campus Residence Hall Population-3,590
- Male Campus Residence Hall Population-2,942
- Gateway Residence Hall Population- 349

###### Employees

- Faculty 2,571

Snack vending services are currently provided by contract to the University of South Carolina. The Columbia campus of the University is interested in establishing a new contract for a period of 7 years to provide for all types of snack vending (other than drink vending). There are currently 76 snack vending machines on campus which have generated the following revenues for the past four (4) years:

2010/2011	\$337,910
2011/2012	\$324,883
2012/2013	\$356,610
2013/2014	\$370,802

The breakdown of gross sales per machine is attached as Attachment 1.

## Campus Map

A map of the Columbia campus is available at <http://www.sc.edu/cgi-bin/uscmmap/overview.cgi>

## General Requirements

3.1 The contractor shall provide **brand new or like new** state-of-the-art automatic vending machines that are capable of accepting cash and coins, credit cards, as well as being equipped with readers allowing the use of the CarolinaCard (campus ID/debit card) where requested by the University. There are currently 76 machines on campus, but the University has identified 7 additional locations where snack machines will be needed after the contract is awarded. Any buildings constructed or renovated during the past 2 years or while this contract is in effect must be provided with brand new machines. Acceptable "like new" machines will be less than five (5) years old. Any proposed use of "like new" versus "brand new" machines must be specified in the proposal by type and number of the "like new" machines. Approval of the proposed use of "like new" machines must be given by the University and may be the subject of negotiation prior to contract award. Brand New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code. The contractor will also provide full servicing of the machines as more fully described below. After the contract is awarded, machines may be relocated to other places on campus if supported by usage projections from the successful vendor and if approved by the University. The locations that must initially provide equipment for student debit cards are indicated in Attachment 3. Additional card reading equipment must be provided at any other locations requested by the University within 30 days of a request being made as the University expands the use of the CarolinaCard on campus.

3.1.1 The contractor understands and agrees that vending machine services shall, at a minimum, include regular stocking, maintaining, servicing, repairing and/or replacing the required vending machines. Such services shall also include maintaining sanitation and cleanliness in the vending area related to the vending machine.

3.1.2 For purposes of the contract, "vending machine services" shall be defined to include healthy and regular snacks.

3.1.3 The contractor shall provide and pay for all labor, materials, equipment, maintenance, repair, insurance and any other expenses associated with the provision of vending machine services under the terms of the contract. In servicing and stocking the machines, the contractor will strictly adhere to all University policies and instructions concerning parking and building access. UNIVERSITY POLICIES STRICTLY FORBID VEHICLES FROM DRIVING ON CAMPUS OTHER THAN ON PAVED STREETS AND DRIVEWAYS THAT ARE MADE AVAILABLE TO VEHICULAR TRAFFIC. Repeated violations of driving and parking policies can result in substantial fines and/or breach of this contract.

3.1.4 The contractor shall perform all services to the sole satisfaction of the University.

## 3.2 Vending Machine Specifications and Requirements

3.2.1 During the term of the contract, the contractor shall remove and/or replace any vending machines which, in the opinion of the University, have deteriorated to the point that the machine is not mechanically able to provide reliable service, or where, in the opinion of the University, the exterior of the machine has so deteriorated as to have a poor aesthetic appearance.

3.2.2 If, in the opinion of the University, at any time during the contract period, circumstances warrant changes to the quantity, types and/or specifications of the vending machines, the contractor shall make the changes required by the

University including the removal of, addition of, or other changes to vending machines. This shall include providing additional vending machines which may be required due to the expansion of the University into additional or new facilities and/or the expansion or renovation of existing facilities. The contractor shall only make such changes upon the approval of the University.

3.2.3 As vending machines are replaced by the contractor, the replacement vending machines must be **brand new or like new** and the latest in state-of-the-art technology. **Acceptable like new machines will be less than five (5) years old and any proposed use of these machines must be approved by the University prior to installation. New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code.** Any machines deemed by the University to be inadequate or unacceptable must be replaced by the contractor immediately upon request.

3.2.4 Any changes to vending machines (addition, relocation, replacement, removal) must be coordinated with the University's CarolinaCard Office whether or not a machine is equipped with a card reading device.

3.2.5 The contractor understands and agrees that the University shall not be liable in the event of loss, incident, destruction, theft, damage, etc., to any equipment provided and/or owned by the contractor. It shall be the contractor's sole responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

### 3.3 Vending CarolinaCard Readers

3.3.1 The University's CarolinaCard currently uses the CBORD CSGold System that provides a single, integrated database and management system. The proposed snack vending machines must have the ability to interface with CBORD vending card readers and displays. The vending machines will have the capability to accept either cash, CarolinaCard or credit card purchases. These machines must be able to facilitate purchases by students, faculty, staff, and visitors holding a card and an active account. See 3.3.2 for specifications from CBORD for On-Line Vending.

3.3.2 The contractor shall be responsible for vending reader acquisition, installation, and repair costs incurred (1) to connect vending CarolinaCard readers to the University's CarolinaCard system and (2) to maintain the functionality of such readers throughout the effective period of the contract. The type of card reading kit that will be necessary will depend on the type of vending machine that will be used and on whether there are multiple prices for items in the machine. The University will work with the contractor to determine which machines will be equipped to accept the CarolinaCard or credit cards. Current pricing for vending kits are as follows:

#### CS GOLD Vending Kit (One Per Machine):

Item#: VRC6790101

Description: Value Plus Vending Reader Kit (CS Gold, Surface Mount, Magnetic Stripe - Swipe style)

Price: \$ 995.00

**OR**

#### CS GOLD Vending Kit (One Per Machine):

Item#: 4VEN0309

Description: CS Gold IP MDB Reader with Mag Insert, 10/100MB

Price: \$ 1,118.00

Ordering information is as follows:  
The CBORD Group, Inc.  
61 Brown Rd.  
Ithaca, NY 14850

Contact: Steve Gresham, Account Manager  
(804) 564-5314  
Steve.Gresham@cbord.com

3.3.3 The contractor shall be responsible for installing vending CarolinaCard readers on vending machines as requested by the University in accordance with ADA standards and for removing CarolinaCard readers when repair and/or replacement is necessary. All activities related to the vending CarolinaCard card readers must be coordinated with the University's CarolinaCard Office.

3.3.4 If the contract is terminated prior to its normal expiration for a reason other than cause, the University will pay the vendor the unamortized amount of investment for the card reading equipment based on a straight line 7 year depreciation if the vendor does not choose to take the equipment to use at another account. If the University pays any part of the unamortized investment, it will then have title to that equipment and the vendor will relinquish it to the University prior to removing its vending machines from the campus.

3.3.5 The contractor shall be responsible for installing vending credit card readers on vending machines as requested by the University and for removing vending credit card readers when repair and/or replacement is necessary. All activities related to the credit card readers must be coordinated with the University's CarolinaCard Office.

3.3.6 There will be no additional fees for credit card transactions passed back to the University or the patron for using the credit card readers on the vending machines.

### **3.4 Product Specifications and Requirements**

3.4.1 The contractor must, at all times, maintain an ample and fresh stock of all products dispensed and sold in the vending machines.

3.4.2 The University shall have the exclusive right to select the various types of products to be vended. Products vended in the contractor's machines must be nationally advertised brand names of first quality. The contractor must offer a wide variety of "healthy alternatives" for placement as directed by the University in the vending machines to promote wellness among University faculty, staff and students. For purposes of this solicitation, a wide variety is defined as at least 1/3 of the offerings in each machine. In certain buildings the requirement may be as great as 100%.

3.4.2.1 If required by the University, the contractor must remove products which do not, in the opinion of the University, meet the required criteria.

3.4.2.2 If required by the University, the contractor must furnish additional products in the vending machines as customer demands change and new products become available.

3.4.3 The contractor must mark and visibly display all perishable food products with an expiration date and must immediately replace all such products that have expired.

3.4.4 The contractor must provide a proposed price list along with the product choices offered in the proposal at Exhibit D. These prices must be consistent with prices charged in the vending operations in the Columbia area or at other major Universities in the Southeast region. After the contract is awarded, the prices agreed to in the contract will not be increased unless approved by the University after reviewing a written request for a price increase accompanied by documentation of the reason and need for the price increase. If the contractor or the University desires to add new items not included in the initial list, and if the prices will be higher than the comparable items already offered in the machine, the pricing must be approved by the University.

### **3.5 Personnel and Service Requirements**

3.5.1 The contractor must service and stock the vending machines according to a schedule which ensures that the vending machines do not become empty of any of the products or have products in them which have expired. The contractor must adjust the vending schedule as necessary to accommodate both slow traffic times and increased traffic times, based on the University's schedule, to maximize sales and minimize shrinkage.

3.5.2 The contractor must have trained competent repair persons available within forty-eight (48) hours to make repairs to the vending machines as needed. The contractor must provide a name and telephone number to serve as a central point of contact for the University in reporting service problems.

3.5.3 The contractor must provide trained, experienced route service/sales personnel to service the vending machines. Such personnel must have relevant knowledge, skills, and abilities to provide effective and efficient vending machine service.

3.5.4 All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. The contractor's employees must be courteous to all people encountered while on University premises.

3.5.5 While on University premises, the contractor's personnel must wear uniforms and have name badges or similar identification that distinguishes them as employees of the contractor. Contractor vehicles should also be clearly identifiable as belonging to the contractor, i.e., company name, logo, etc.

3.5.6 The contractor's personnel shall only be allowed access to student floors of the University's residence halls between the hours of 9:00 a.m. and 7:00 p.m. University employees may need to escort contract personnel in some residence halls.

3.5.7 The University will handle the refund process by issuing a credit to the CarolinaCard in all cases where the customer has a valid CarolinaCard. In those instances where there is no CarolinaCard available to credit, the refund will be made by the CarolinaCard Office in cash. In both cases, the amount either credited to the CarolinaCard or refunded in cash will be offset against the amount owed the contractor by the CarolinaCard Office for card sales when the next payment is made to the contractor. The University will post instructions for these refund procedures and/or reporting of malfunctions on each vending machine. The University must approve the notice outlining the refund procedures before they are posted on the machines.

3.5.8 The contractor must at all times keep the vending machines and adjacent areas as free from materials, debris and trash as is practicable. The contractor shall be responsible for promptly removing trash produced as a result of the services required by the contract and must maintain vending machines to meet standards of health and sanitation required by federal, city and/or state law or regulation. In addition, the contractor must maximize sanitation and cleanliness in the vending area and inside the vending machines.

3.5.9 University facilities are treated regularly to ensure a pest-free environment. However, the contractor shall be solely responsible for ensuring a pest-free environment inside all vending machines covered by the contract. The contractor must provide to the University on a regular basis, but not less than twice per contract year, documentation of the pest control measures employed by the contractor. Such documentation must be deemed acceptable by the University.

3.5.10 The contractor must have successfully performed at least two (2) vending contracts of a similar size to this contract in terms of numbers of machines and annual gross revenues for a period of two (2) years each. Information about these accounts including the number of vending machines and annual gross revenue and a contact person for references on the performance of the contract must be included in the proposal (See Exhibit C).

### **3.6 Temporary Suspension**

The contractor understands and agrees that the University shall not be responsible for any loss to the contractor due to the temporary suspension of one or more vending machines, regardless of the cause including, but not limited to, mechanical failure of equipment, power failure, weather conditions, force majeure, riots or civil commotion. The University shall also not be responsible for any loss for days the University is closed (University holidays, snow days, etc.).

### **3.7 Payment and Reporting Requirements**

3.7.1 The contractor understands and agrees that the annual amount paid to the University of South Carolina (Columbia Campus) relative to sales made under the terms of the contract shall not be less than the guaranteed minimum annual amount of **\$75,000** for each year of the contract. The contractor understands and agrees that the guaranteed minimum annual amount shall be exclusive of any late payment fees and any other payment to the University required by the contract.

3.7.2 On a calendar month basis, the contractor shall return to the University a percentage commission of the total gross sales for all vending machines. The percentage of gross sales shall be that stated by the contractor on the Pricing Page (See Exhibit A). The contractor shall be responsible for sales tax and shall not deduct such from the commissions owed the University. **Commissions are paid on gross sales after taxes.**

3.7.2.1 The appropriate commission payment from cash and coin sales and credit card sales shall be in the form of an electronic transfer to a University account which number will be provided to the contractor prior to beginning the

contract, and this amount shall be electronically transferred to the University on or before the fifteenth (15th) day of each month for vending sales during the preceding month.

3.7.2.2 The contractor shall understand and agree that the University will be financially damaged if it does not receive the appropriate commission payment within the time frame specified above. Therefore, the contractor shall pay damages to the University in the amount of one-half percent (½%) per day of the total commission payment due for the reporting period. Such damages shall be payable for each day that the commission payment is late.

3.7.3 The contractor must include with the monthly commission payment a detailed report of sales by vending machine, to include the breakdown of cash sales, CarolinaCard sales and credit card sales for each machine for the reporting period. The report must be emailed to the University at an address to be provided in the contract. The format of such report must be approved by the University.

3.7.3.1 CarolinaCard sales will be tracked by the CarolinaCard Office. The University will reimburse the contractor for the amount of such sales on a monthly basis, less the applicable commission payment owed the University and any refund amounts that have been issued.

3.7.3.2 All commission payments made to the University, including those associated with CarolinaCard sales, shall be combined in calculating the total amount paid to the University for each contract year.

3.7.4 The contractor must provide to the University at least once per contract year a report detailing vending sales by product. The format of such report must be approved by the University.

3.7.5 The contractor must use generally accepted accounting principles as promulgated by the Financial Accounting Standards Board (FASB).

3.7.6 If the total amount paid to the University as a percentage of gross sales for each contract year, beginning July 1, 2015, is less than the guaranteed minimum annual amount specified in the contractor's proposal, the contractor must promptly remit to the University the difference between the amount actually paid and the guaranteed minimum annual amount. Such payment shall be due on July 15th of each contract year after the first full year.

3.7.7 Any required payment or amount that is quoted on an annual basis shall be prorated according to the applicable number of months, if less than a full 12-month period.

**3.7.8 Low Volume Locations. At low volume locations equipment can be relocated to other areas of the Columbia campus upon the request of the vendor with the prior permission of the University.**

### **3.8 Inspection and Audit Requirements**

3.8.1 The contractor shall agree that on any business day the University may request that the contractor, or one of the contractor's representatives, appear at a specified location and open any or all vending machines and permit the University and/or its designee to count and determine the amount of money in any or all vending machines. The University will give a minimum of four (4) hours notice of each such inspection.

3.8.2 The contractor shall agree that the University and/or its designee may audit, examine, and copy any and all books, records, and information relating to the operation of the vending machines at the University. The contractor shall keep and maintain all records for a minimum of five (5) years following contract expiration/termination/cancellation, or until audited by the University, whichever occurs first.

### **3.9 Contractor Relationship**

3.9.1 The relationship of the contractor to the University shall be that of an independent contractor, and nothing contained herein shall be construed to create an agency relationship on the part of the contractor.

3.9.2 Any and all employees of the contractor, while engaged in the performance of any work or services required by the contract, shall not be considered employees of either the University or the State of South Carolina.

3.9.3 The contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, worker's compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the University, its agents and employees, harmless from and against any and all loss, cost (including attorney fees), and damage of any kind related to such matters.



3.9.4 The contractor shall be responsible for the acts and omissions of all the contractor's employees, subcontractors, subcontractor's employees, agents, agent's employees and all other persons providing service or supplies associated with the contract.

3.9.5 Personnel issues associated with the contractor's employees shall be the contractor's sole responsibility. The contractor must comply with all applicable governmental regulations related to the employment and payment of the contractor's employees.

3.9.6 The contractor understands and agrees that the University shall have no direct control over employees of the contractor. Any provision for such control shall be exercised only through the contractor or the contractor's designated representative.

### **3.10 Performance Reviews**

The contractor understands and agrees that the University shall have the right to administer performance reviews on the services provided by the contractor. These reviews may be in the form of spot checks by University personnel or a survey format completed by patrons. If a performance review indicates a lack of satisfaction by University personnel or patrons, the contractor must promptly take action to improve performance and increase satisfaction to a level acceptable to the University. Failure to do so may result in termination of the contract.

### **3.11 Cancellation Rights and Requirements**

The contractor shall agree that any breach of contract duties or failure by the contractor to perform contract duties as set forth herein shall entitle the University to perform either or both of the following, as deemed in its best interests.

3.11.1 The University may cancel the contract by providing the contractor with a written notice of such cancellation. Prior to issuing such a notice, if appropriate, the University shall provide the contractor with one (1) opportunity to cure the breach within a reasonable period of time. Should the University exercise its right to cancel the contract, the cancellation shall become effective on the date specified in the notice of cancellation sent to the contractor.

3.11.2 The University shall recover from the contractor all lost profits or, when lost profits cannot be determined with certainty, the University shall recover from the contractor an amount equal to the commission earned in the previous year's operation during the time period affected by the contractor's breach or failure to perform.

### **3.12 Subcontractors**

3.12.1 The contractor shall be responsible for the acts and performance of any subcontractor utilized to fulfill the contractual obligations. The contractor shall be solely responsible for payment to all subcontractors and suppliers.

3.12.2 All services provided for the contractor by a subcontractor shall be pursuant to an appropriate agreement between the contractor and subcontractor. Such agreement must contain provisions which preserve and protect the rights of the University and which require that services be performed in accordance with the requirements of the contract between the University and the contractor.

3.12.3 The contractor is advised that any proposed sub-contractual agreement shall be subject to review and approval by the University.

### **3.13 Transition Requirements**

3.13.1 At the initial effective date of the contract, the contractor shall work with the University and any other organizations designated by the University to ensure an orderly transition of vending machine services and responsibilities under the contract to ensure the continuity of those services required by the University if a transition is required.

3.13.2 Upon expiration, termination, or cancellation of the contract, if requested by the University in writing, the contractor shall assist the University to ensure an orderly transfer of vending machine services as required under the terms of the contract to an organization designated by the University.

### **3.14 Contract Period**

The initial contract period shall begin on July 1, 2015 and shall continue through June 30, 2022.

#### **4.0 Information For Offerors To Submit**

##### **PROPOSAL PREPARATION**

Offerors are asked to carefully follow instructions contained in this solicitation when preparing and submitting their proposals. The proposals should be thorough and detailed as possible, organized in the order in which the requirements are so that the University may properly evaluate the offeror's capability to provide the required services. Offerors shall include sufficient information to allow the University to thoroughly evaluate and score their proposals. Each responsive proposal submitted shall be evaluated by an evaluation committee.

**INFORMATION FOR OFFERORS TO SUBMIT - GENERAL (JAN 2006):** Offeror shall submit a signed Cover Page and Page Two. Offeror should submit all other information and documents requested in this RFP and any appropriate attachments addressed in section 8 **Exhibits and Attachments to Solicitation.**

**INFORMATION FOR OFFERORS TO SUBMIT - EVALUATION (JANUARY 2006):** In addition to information requested elsewhere in this solicitation, offerors should submit the following information for purposes of evaluation:

**Offerors shall submit all information and documents required here or elsewhere in this solicitation. Offeror is to restate each item and provide their response to that item immediately thereafter.**

##### **PROPOSAL CONTENTS**

**To be considered for award, all proposals should include, as a minimum, the following information. All information should be presented in the order listed. Offerors should restate each item below and provide their response to that item immediately thereafter.**

1. Minimum Guarantee –include the information on the minimum guarantee as required on the Pricing page in Section 8, Exhibit A. Offerors are to submit their proposed highest guaranteed amount.
2. Commission Rate-include the information on the proposed commission rates as required on the Pricing page in Section 8, Exhibit A. The offeror must provide a firm fixed percentage of total gross sales that it is willing to pay the University for the contract period as the basis for payment to the University.
3. Provide information as requested in Section 8, Exhibit B relating to offeror's prior experience with accounts of comparable size and as requested in Exhibit C relating to current customers and sales. This should include information about similar contracts it currently holds with any State-supported colleges and universities of the size and scope of the University of South Carolina and of our peer group (i.e. South Eastern Conference members, Atlantic Coast Conference members).
4. List all products offered for vending at USC along with proposed pricing for each product as outlined in Section 8, Exhibit D. Include a product group with proposed prices that are healthy choice options. Utilize Exhibit E to provide a description of the proposed transition plan to ensure a smooth transition to the contractor's operation or to revise the operation as required in this RFP.
5. Provide a description of the specific steps that will be taken under this contract to increase revenue realized in the snack vending program as outlined in Section 8, Exhibit F. Include time frames for accomplishing the steps as described as well as projected revenue increases based upon these steps.

#### **4.1 Submission of Proposals**

Proposals must be priced, signed, sealed and received in the University's Purchasing Office in Columbia, South Carolina, by the closing date and time specified. Any proposal received by the Purchasing Office after the exact closing date and time specified will not be opened and will not be evaluated regardless of the reason(s) or mitigating circumstances related to its lateness or degree of lateness. A facsimile transmission is NOT an acceptable response to this RFP.

4.1.1 Copies of Proposals: The Offeror is requested to submit an original signature proposal and five (5) complete copies of the original signature proposal, for a total of six (6) complete proposals as well as one (1) electronic copy and one (1) electronic copy with redacted confidential information.

4.1.2 Open Records Law: The Offeror is hereby advised that all proposals and associated documentation is subject to disclosure under the provisions of the South Carolina Freedom of Information Act after a contract is executed or all proposals are rejected.

## 4.2 Official Position

The Offeror is advised that the official position of the University is that position which is stated in writing and issued by the Purchasing Office as a Request for Proposal and any amendments thereto. No other means of communication, whether oral or written, shall be construed as a formal or official response or statement.

## 4.3 Evaluation Process

4.3.1 Proposal Evaluation: Any contract award resulting from this request shall be made following the evaluation of all proposals which are responsive to the terms, conditions, and provisions of the Request for Proposal. The comparative assessment of the relative benefits and deficiencies of a proposal in relation to the published evaluation criteria will be made using both objective analysis and subjective judgment. The University will be the sole judge as to the acceptability, for our purposes, of any and all proposals. Proposals will be evaluated according to the evaluation criteria stated below. **These are listed in relative order of importance.**

4.3.1.1 Guaranteed Commission

4.3.1.2 Commission Rate Offered for sales up to \$300,000

4.3.1.3 Commission Rate Offered for sales of \$300,001 to \$400,000

4.3.1.4 Prior Experience

4.3.1.5 Plan for Increasing Snack Vending Revenues

4.3.1.6 Commission Rate Offered for sales of \$400,001 to \$500,000

4.3.1.7 Commission Rate Offered for sales exceeding \$500,000

4.3.1.8 Quality, Pricing and Number of Products Offered for vending including healthy snack options.

4.3.1.9 Strength of proposals for the system campuses

4.3.1.10 Proposed Transition Plan

4.3.2 Oral Presentation: After an initial evaluation process, vendors may be requested to attend an oral presentation to ensure mutual understanding of the proposals prior to final evaluation.

4.3.3 Negotiation: The University reserves the right to negotiate with selected Offerors if deemed necessary and in the best interests of the University. Offerors are cautioned, however, that an award decision may be made without negotiation, based on the terms of an Offeror's original proposal.

4.3.4 Offeror's Responsibility: The Offeror is cautioned that it is the Offeror's sole responsibility to submit information related to the evaluation categories included herein and that the University is under no obligation to solicit such information if it is not included as part of the Offeror's proposal. Proposals must demonstrate an understanding of the Scope of Work and the ability to accomplish the tasks set forth and must include information that will enable the University to determine the Offeror's overall qualifications. Failure to submit such information may cause an adverse impact on the evaluation of the Offeror's proposal.

4.3.5 Errors/Omissions: The Offeror shall be solely responsible for errors or omissions in the Offeror's proposal. Offerors may not revise or withdraw submitted proposals after the stated time and date for the receipt of proposals. Revisions to the Offeror's original proposal will only be allowed if specifically requested by the University as part of the negotiation process.

4.3.6 Conformity with Specifications: Any deviations from the requirements of this Request for Proposal must be set forth in detail as part of the Offeror's proposal. The University will assume that submitted proposals conform to the requirements and specifications of the RFP in every way unless otherwise specifically noted in the Offeror's proposal. The University may, at its sole discretion, waive minor informalities or irregularities which do not materially affect the overall proposal.

4.3.7 Contract Award: Any contract award resulting from this RFP will be made only by written authorization from the University's Purchasing Office and shall be subject to approval by the University's Board of Trustees. The University reserves the right to not award a contract if deemed in the best interests of the University.

## 4.4 Submission of Pricing Page and Exhibits

#### 4.4.1 Exhibit A – Pricing Page

The University of South Carolina has stated guaranteed minimum annual amount and desired minimum commission rates. Offerors are to submit, with their response, their proposed highest guaranteed amount and commission rates for evaluation. **(Note the criterion used to evaluate Offeror's proposed guarantee has the highest weight)**

4.4.1.1 Guarantee: The University of South Carolina requires a guaranteed minimum annual amount of \$75,000 in commission from the Columbia Campus revenues for each year of the contract. The guaranteed minimum commission that is offered in the proposal only becomes the basis for payment if the revenues based on the commission that is offered do not equal or exceed the minimum guaranteed during that annual period.

4.4.1.2 Commission Rate: The Offeror must provide a firm, fixed percentage commission of total gross sales that it is willing to pay the University for the contract period as the basis for payment to the University. **The required commission rate amount for annual sales up to \$300,000 must not be a percentage less than 25%; the required commission rate for annual sales \$300,001 - \$400,000 must not be a percentage less than 27%; the required commission rate for annual sales \$400,001 - \$500,000 should not be less than 29%; and the required commission rate for annual sales exceeding \$500,000 should not be less than 30%.**

For Year 1 of the contract, the commission rate will begin at the rate that the awarded vendor has bid for the 0-\$300,000 category of revenue. If cumulative gross sales exceed \$300,000 during any month of Year 1, the vendor will begin paying the commission rate for the category of \$300,001-400,000 in sales for the remaining months of the year that sales totals are in this range. If revenues exceed \$400,000 in sales during this period, the commission rate for sales in that month and thereafter will become the rate for the category of \$400,001-500,000. If gross sales exceed \$500,000, the rate will become the rate applicable to the category of \$500,000 and above, etc. **FOR YEAR 2, THE COMMISSION RATE OF THE SALES CATEGORY ACHIEVED IN YEAR 1 WILL BE THE RATE THAT IS USED IN CALCULATING THE COMMISSION FOR THE BEGINNING MONTH OF CONTRACT YEAR 2, AND IT SHALL REMAIN AT THAT RATE UNTIL SALES REACH A HIGHER CATEGORY OF COMMISSION. THE FINAL SALES CATEGORY FOR THE SALES OCCURRING IN YEAR 2 WILL BE THE COMMISSION RATE FOR SALES IN YEAR 3 AND WILL REMAIN THE RATE AT WHICH THE COMMISSIONS ARE CALCULATED FOR YEAR 3 UNTIL SALES REACH A HIGHER CATEGORY OF COMMISSION. THIS IS THE PROCESS THAT WILL BE FOLLOWED IN SETTING THE COMMISSION RATE FOR EACH YEAR OF THE CONTRACT. THE FINAL COMMISSIONS OWED TO THE UNIVERSITY WILL BE EITHER THE AMOUNT REACHED THROUGH THE ABOVE DESCRIBED PROCESS OR THE GUARANTEED AMOUNT, WHICHEVER IS GREATER. IF SALES DECLINE AND DO NOT REACH THE FINAL LEVEL REACHED IN THE PRECEDING YEAR, THERE WILL BE NO DOWNWARD ADJUSTMENT IN THE PERCENTAGE COMMISSIONS OWED FOR THAT YEAR; HOWEVER, THE PERCENTAGE APPLICABLE TO THE CATEGORY OF SALES ACHIEVED IN THAT YEAR WILL BECOME THE PERCENTAGE THAT WILL APPLY TO SALES AT THE BEGINNING OF THE SUCCEEDING YEAR.**

*For example, if the winning vendor has offered commissions at the desired minimum for each category of revenue and in Year 1 of the contract sales reach \$300,001 in month 9, and reach \$390,000 in month 12, the commission calculation will be as follows:*

- 1) for months 1-8, the commission will be calculated at the rate of 25%;*
- 2) for months 9-12, the commission will be calculated at the rate of 27%;*
- 3) for Year 2 of the contract, commissions will be paid at the rate of 27% until sales exceed \$400,000 for that Year; if sales exceed \$400,000 at any point in Year 2, the commission rate of 29% will be used for calculating the commissions for the months in Year 2 where cumulative totals exceed \$400,000;*
- 5) if sales have exceeded \$400,000 in Year 2, for Year 3, the beginning commission rate will be 29%, etc.*

How it will work:

Year 1 of Contract		Mthly Sales (Cumulative)	Year 2 of Contract		Mthly Sales (Cumulative)	Year 3 of Contract		Mthly Sales (Cumulative)
Month	Rate		Month	Rate		Month	Rate	
1	25%	\$50,000	1	27%	\$50,000	1	29%	\$50,000
2	25%	\$75,000	2	27%	\$75,000	2	29%	\$75,000
3	25%	\$90,000	3	27%	\$100,000	3	29%	\$100,000
4	25%	\$100,000	4	27%	\$175,000	4	29%	\$175,000
5	25%	\$155,000	5	27%	\$200,000	5	29%	\$200,000
6	25%	\$200,000	6	27%	\$300,000	6	29%	\$300,000
7	25%	\$250,000	7	27%	\$310,000	7	29%	\$310,000
8	25%	\$299,000	8	27%	\$325,000	8	29%	\$325,000
9	27%	\$300,001*	9	27%	\$335,000	9	29%	\$345,000
10	27%	\$310,000	10	29%	\$400,001*	10	29%	\$400,000
11	27%	\$350,000	11	29%	\$410,000	11	29%	\$450,000
12	27%	\$390,000	12	29%	\$421,000	12	29%	\$450,000

4.4.2 Exhibits B and C – Prior Experience: In order to verify that the Offeror has had successful prior experience as required in section 3.5.10 herein, the Offeror should utilize Exhibits B and C to provide information documenting compliance with this section.

4.4.3 Exhibit D –Products and Product Pricing List: List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign the exhibit certifying that proposed prices are comparable to those offered at other customer accounts in this region

4.4.4 Exhibit E - Proposed Transition Plan/Services: The Offeror should utilize Exhibit E to provide a description of the proposed transition plan. It is the Offeror's responsibility to make sure that all such items are adequately described in the Offeror's proposal.

4.4.5 Exhibit F –Plan for Increasing Revenue: The Offeror should utilize Exhibit F to indicate specific steps that would be taken under the contract to increase revenue realized in the campus snack vending program. Time frames for accomplishing the steps that are described should be included as well as projected revenue increases based upon these steps.

4.4.5.1 The Offeror should address how and by whom the required pest control services will be provided for the vending machines, to include the treatment frequency.

4.4.5.2 The Offeror should provide sample reports of vending sales by vending machine and also by product as required in the Scope of Work of this RFP.

4.4.5.3 The Offeror should list the number of proposed vending machines planned for installation and identify the number of new machines vs. like new machines in Exhibit E.

## 5. Qualifications

**QUALIFICATION OF OFFEROR (JAN 2006)** To be eligible for award of a contract, a prospective contractor must be responsible. In evaluating an Offeror's responsibility, the State Standards of Responsibility [R.19-445.2125] and information from any other source may be considered. An Offeror must, upon request of the State, furnish satisfactory evidence of its ability to meet all contractual requirements. Unreasonable failure to supply information promptly in connection with a responsibility inquiry may be grounds for determining that you are ineligible to receive an award. S.C. Code Section 11-35-1810.

**SUBCONTRACTOR – IDENTIFICATION (January, 2006):** If you intend to subcontract with another business for any portion of the work and that portion exceeds 10% of your price, your offer must identify that business and the portion of work which they are to perform. Identify potential subcontractors by providing the business' name, address, phone, taxpayer identification number, and the point of contact. In determining your responsibility, the state may evaluate your proposed subcontractors.

## 6. Award Criteria

**AWARD CRITERIA – PROPOSALS (JAN 2006):** Award will be made to the highest ranked, responsive and responsible offeror whose offer is determined to be the most advantageous to the State.

**NEGOTIATIONS:** The Procurement Officer may elect to make an award without conducting negotiations. However, after the offers have been ranked, the Procurement Officer may elect to negotiate price or the general scope of work with the highest ranked offeror. If a satisfactory agreement cannot be reached, negotiations may be conducted with the second, and then the third, and so on, ranked offerors to such level of ranking as determined by the Procurement Officer.

## 7. Terms and Conditions - A. General

**ASSIGNMENT (JANUARY 2006):** No contract or its provisions may be assigned, sublet, or transferred without the written consent of the Procurement Officer.

**BANKRUPTCY (JANUARY 2006):** (a) Notice. In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish written notification of the bankruptcy to the Using Governmental Unit. This notification shall be furnished within five (5) days of the initiation of the proceedings relating to the bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of all State contracts against which final payment has not been made. This obligation remains in effect until

final payment under this Contract. (b) Termination. This contract is voidable and subject to immediate termination by the State upon the contractor's insolvency, including the filing of proceedings in bankruptcy.

**CHOICE-OF-LAW (JANUARY 2006):** The Agreement, any dispute, claim, or controversy relating to the Agreement, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation.

**CONTRACT DOCUMENTS & ORDER OF PRECEDENCE (JANUARY 2006):** (a) Any contract resulting from this solicitation shall consist of the following documents: (1) a Record of Negotiations, if any, executed by you and the Procurement Officer, (2) documentation regarding the clarification of an offer [e.g., 11-35-1520(8) or 11-35-1530(6)], if applicable, (3) the solicitation, as amended, (4) modifications, if any, to your offer, if accepted by the Procurement Officer, (5) your offer, (6) any statement reflecting the state's final acceptance (a/k/a "award"), and (7) purchase orders. These documents shall be read to be consistent and complimentary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above. (b) The terms and conditions of documents (1) through (6) above shall apply notwithstanding any additional or different terms and conditions in either (i) a purchase order or other instrument submitted by the State or (ii) any invoice or other document submitted by Contractor. Except as otherwise allowed herein, the terms and conditions of all such documents shall be void and of no effect. (c) No contract, license, or other agreement containing contractual terms and conditions will be signed by any Using Governmental Unit. Any document signed or otherwise agreed to by persons other than the Procurement Officer shall be void and of no effect.

**DISCOUNT FOR PROMPT PAYMENT (JANUARY 2006)**

(a) Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror. As an alternative to offering a discount for prompt payment in conjunction with the offer, offerors awarded contracts may include discounts for prompt payment on individual invoices.

(b) In connection with any discount offered for prompt payment, time shall be computed from the date of the invoice. If the Contractor has not placed a date on the invoice, the due date shall be calculated from the date the designated billing office receives a proper invoice, provided the state annotates such invoice with the date of receipt at the time of receipt. For the purpose of computing the discount earned, payment shall be considered to have been made on the date that appears on the payment check or, for an electronic funds transfer, the specified payment date. When the discount date falls on a Saturday, Sunday, or legal holiday when Federal Government offices are closed and Government business is not expected to be conducted, payment may be made on the following business day.

**DISPUTES (JANUARY 2006)wq:** (1) Choice-of-Forum. All disputes, claims, or controversies relating to the Agreement shall be resolved exclusively by the appropriate Chief Procurement Officer in accordance with Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws, or in the absence of jurisdiction, only in the Court of Common Pleas for, or a federal court located in, Richland County, State of South Carolina. Contractor agrees that any act by the Government regarding the Agreement is not a waiver of either the Government's sovereign immunity or the Government's immunity under the Eleventh Amendment of the United State's Constitution. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation. (2) Service of Process. Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any disputes, claims, or controversies relating to the Agreement; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided as the Notice Address on Page Two or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail.

**EQUAL OPPORTUNITY (JANUARY 2006).** Contractor is referred to and shall comply with all applicable provisions, if any, of Title 41, Part 60 of the Code of Federal Regulations, including but not limited to Sections 60-1.4, 60-4.2, 60-4.3, 60-250.5(a), and 60-741.5(a), which are hereby incorporated by reference.

**FALSE CLAIMS (JANUARY 2006):** According to the S.C. Code of Laws § 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime.

**FIXED PRICING REQUIRED (JANUARY 2006):** Any pricing provided by contractor shall include all costs for performing the work associated with that price. Except as otherwise provided in this solicitation, contractor's price shall be fixed for the duration of this contract, including option terms. This clause does not prohibit contractor from offering lower pricing after award.

**NON-INDEMNIFICATION (JANUARY 2006):** Any term or condition is void to the extent it requires the State to indemnify anyone.

**NOTICE (JANUARY 2006):** (A) After award, any notices shall be in writing and shall be deemed duly given (1) upon actual delivery, if delivery is by hand, (2) upon receipt by the transmitting party of automated confirmation or answer back from the recipient's device if delivery is by telex, telegram, facsimile, or electronic mail, or (3) upon deposit into the United States mail, if postage is prepaid, a return receipt is requested, and either registered or certified mail is used. (B) Notice to contractor shall be to the address identified as the Notice Address on Page Two. Notice to the state shall be to the Procurement Officer's address on the Cover Page. Either party may designate a different address for notice by giving notice in accordance with this paragraph.

**PAYMENT & INTEREST (MAY 2011):** (a) Unless otherwise provided in this Solicitation, the State shall pay the Contractor, after the submission of proper invoices or vouchers, the prices stipulated in this contract for supplies delivered and accepted or services rendered and accepted, less any deductions provided in this contract. Unless otherwise specified herein, including the purchase order, payment shall not be made on partial deliveries accepted by the Government. (b) Unless otherwise provided herein, including the purchase order, payment will be made by check. (c) Notwithstanding any other provision, payment shall be made in accordance with S.C. Code Section 11-35-45, which provides the Contractor's exclusive means of recovering any type of interest from the Owner. Contractor waives imposition of an interest penalty unless the invoice submitted specifies that the late penalty is applicable. Except as set forth in this paragraph, the State shall not be liable for the payment of interest on any debt or claim arising out of or related to this contract for any reason. (d) Amounts due to the State shall bear interest at the rate of interest established by the South Carolina Comptroller General pursuant to Section 11-35-45 ("an amount not to exceed fifteen percent each year"), as amended. (e) Any other basis for interest, including but not limited to general (pre- and post-judgment) or specific interest statutes, including S.C. Code Ann. § 34-31-20, are expressly waived by both parties. If a court, despite this agreement and waiver, requires that interest be paid on any debt by either party other than as provided by items (c) and (d) above, the parties further agree that the applicable interest rate for any given calendar year shall be the lowest prime rate as listed in the first edition of the Wall Street Journal published for each year, applied as simple interest without compounding.

**PUBLICITY (JANUARY 2006):** Contractor shall not publish any comments or quotes by State employees, or include the State in either news releases or a published list of customers, without the prior written approval of the Procurement Officer.

**PURCHASE ORDERS (JANUARY 2006):** Contractor shall not perform any work prior to the receipt of a purchase order from the using governmental unit. The using governmental unit shall order any supplies or services to be furnished under this contract by issuing a purchase order. Purchase orders may be used to elect any options available under this contract, e.g., quantity, item, delivery date, payment method, but are subject to all terms and conditions of this contract. Purchase orders may be electronic. No particular form is required. An order placed pursuant to the purchasing card provision qualifies as a purchase order.

**SETOFF (JANUARY 2006)** The state shall have all of its common law, equitable, and statutory rights of set-off. These rights shall include, but not be limited to, the State's option to withhold for the purposes of set-off any moneys due to the Contractor under this contract up to any amounts due and owing to the state with regard to this contract, any other contract with any state department or agency, including any contract for a term commencing prior to the term of this contract, plus any amounts due and owing to the state for any other reason including, without limitation, tax delinquencies, fee delinquencies or monetary penalties relative thereto.

**SURVIVAL OF OBLIGATIONS (JANUARY 2006):** The Parties' rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses: Indemnification - Third Party Claims, Intellectual Property Indemnification, and any provisions regarding warranty or audit.

**TAXES (JANUARY 2006):** Any tax the contractor may be required to collect or pay upon the sale, use or delivery of the products shall be paid by the State, and such sums shall be due and payable to the contractor upon acceptance. Any personal property taxes levied after delivery shall be paid by the State. It shall be solely the State's obligation, after payment to contractor, to challenge the applicability of any tax by negotiation with, or action against, the taxing authority. Contractor agrees to refund any tax collected, which is subsequently determined not to be proper and for which a refund has been paid to contractor by the taxing authority. In the event that the contractor fails to pay, or delays in paying, to any taxing authorities, sums paid by the State to contractor, contractor shall be liable to the State for any loss (such as the assessment of additional interest) caused by virtue of this failure or delay. Taxes based on Contractor's net income or assets shall be the sole responsibility of the contractor.

**TERMINATION DUE TO UNAVAILABILITY OF FUNDS (JANUARY 2006)** Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefor. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled. In the event of a cancellation pursuant to this paragraph, contractor will be reimbursed the resulting unamortized, reasonably incurred, nonrecurring costs. Contractor will not be reimbursed any costs amortized beyond the initial contract term.



**TERMINATION FOR CONVENIENCE (JAN 2006):** (1) Termination. The Procurement Officer may terminate this contract in whole or in part, for the convenience of the State. The Procurement Officer shall give written notice of the termination to the contractor specifying the part of the contract terminated and when termination becomes effective.

(2) Contractor's Obligations. The contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the contractor will stop work to the extent specified. The contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work. The Procurement Officer may direct the contractor to assign the contractor's right, title, and interest under terminated orders or subcontracts to the State. The contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

(3) Right to Supplies. The Procurement Officer may require the contractor to transfer title and deliver to the State in the manner and to the extent directed by the Procurement Officer: (a) any completed supplies; and (b) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing material") as the contractor has specifically produced or specially acquired for the performance of the terminated part of this contract. The contractor shall, upon direction of the Procurement Officer, protect and preserve property in the possession of the contractor in which the State has an interest. If the Procurement Officer does not exercise this right, the contractor shall use best efforts to sell such supplies and manufacturing materials in a accordance with the standards of Uniform Commercial Code Section 2-706. Utilization of this Section in no way implies that the State has breached the contract by exercise of the Termination for Convenience Clause.

(4) Compensation. (a) The contractor shall submit a termination claim specifying the amounts due because of the termination for convenience together with cost or pricing data required by Section 11-35-1830 bearing on such claim. If the contractor fails to file a termination claim within one year from the effective date of termination, the Procurement Officer may pay the contractor, if at all, an amount set in accordance with Subparagraph (c) of this Paragraph.

(b) The Procurement Officer and the contractor may agree to a settlement and that the settlement does not exceed the total contract price plus settlement costs reduced by payments previously made by the State, the proceeds of any sales of supplies and manufacturing materials under Paragraph (3) of this clause, and the contract price of the work not terminated;

(c) Absent complete agreement under Subparagraph (b) of this Paragraph, the Procurement Officer shall pay the contractor the following amounts, provided payments agreed to under Subparagraph (b) shall not duplicate payments under this Subparagraph:

(i) contract prices for supplies or services accepted under the contract;

(ii) costs reasonably incurred in performing the terminated portion of the work less amounts paid or to be paid for accepted supplies or services;

(iii) reasonable costs of settling and paying claims arising out of the termination of subcontracts or orders pursuant to Paragraph (2) of this clause. These costs must not include costs paid in accordance with Subparagraph (c)(ii) of this paragraph;

(iv) any other reasonable costs that have resulted from the termination. The total sum to be paid the contractor under this Subparagraph shall not exceed the total contract price plus the reasonable settlement costs of the contractor reduced by the amount of payments otherwise made, the proceeds of any sales of supplies and manufacturing materials under Subparagraph (b) of this Paragraph, and the contract price of work not terminated.

(d) Contractor must demonstrate any costs claimed, agreed to, or established under Subparagraphs (b) and (c) of this Paragraph using its standard record keeping system, provided such system is consistent with any applicable Generally Accepted Accounting Principles.

(5) Contractor's failure to include an appropriate termination for convenience clause in any subcontract shall not (i) affect the state's right to require the termination of a subcontract, or (ii) increase the obligation of the state beyond what it would have been if the subcontract had contained an appropriate clause.

**THIRD PARTY BENEFICIARY (JANUARY 2006)** This Contract is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Contract as a third party beneficiary or otherwise.

**WAIVER (JANUARY 2006)** The State does not waive any prior or subsequent breach of the terms of the Contract by making payments on the Contract, by failing to terminate the Contract for lack of performance, or by failing to strictly or promptly insist upon any term of the Contract. Only the Procurement Officer has actual authority to waive any of the State's rights under this Contract. Any waiver must be in writing.

## **7. Terms and Conditions - B. Special**

**HIPAA LAW:** The Contractor agrees that to the extent that some or all of the activities within the scope of this Contract are subject to the Health Insurance Portability Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the University of South Carolina may require to ensure compliance. Additional information may be viewed at: <http://www.sc.edu/hipaa/>

**PROTECTION OF HUMAN HEALTH AND THE ENVIRONMENT** - The University of South Carolina requires that all contractual activities to be in compliance with local, state and federal mandates concerning "protection of human health and the environment". In addition, the University of South Carolina is a "Drug Free Work Place" and requires all contractors to comply with South Carolina Code of Laws Section 41-15-10 ET sequence (1976 w/amendments). Any contractor doing business with the

University will be required to document compliance with these mandates and to furnish specific information requested by the University's Department of Environmental Health and Safety when notified to do so. The Contractor understands and agrees that jobsites are open at all times work is being performed by the Contractor to authorized University employees who have been trained to identify unsafe work conditions. The Contractor will immediately correct any deficiencies noted by these inspections when requested by the University's Department of Environmental Health and Safety to do so. In work areas where a specific hazard is posed which includes but is not limited to lead paint and asbestos abatement projects, Contractors will be required to produce Lead Compliance Plans and Asbestos Project Designs which outline their method of work prior to the start of work. Each contractor shall designate a responsible member of the Contractor's organization to be at the site whose duty shall be the prevention of accidents. By submission of this bid, the vendor agrees to take all necessary steps to insure compliance with the requirements outlined above.

**COMPLIANCE WITH LAWS (JAN 2006):** During the term of the contract, contractor shall comply with all applicable provisions of laws, codes, ordinances, rules, regulations, and tariffs.

**CONTRACTOR'S INSURANCE (USC RISK MANAGEMENT 2014)** The Contractor agrees to indemnify and hold the University of South Carolina, its officers and employees harmless and free from loss, damage or expense arising out of claims for bodily injury, including death, or property damage as a result of the Contractor's or the Contractor's employees' acts or omissions in performing operations under this Contract. The University agrees to notify the Contractor of any claims for which it seeks indemnity under this Contract in a timely fashion and to cooperate with the Contractor in the investigation, defense and settlement of all such claims. The Contractor agrees to provide the following insurance coverages during the term of the contract:

1. Worker's compensation in accordance with the statutory limits set by the State of South Carolina;
2. General liability: the contractor will provide and maintain during the life of this contract such general liability, products liability and property damage insurance as shall protect him and any subcontractor performing work covered by this contract, from claims for property damage or personal injury, including accidental death, as well as from claims for property damages which may arise from operations under this contract, whether such operations are conducted by himself or by any subcontractor, or by anyone directly or indirectly employed by either of them and the amounts of insurance shall be as follows:
  - a. Comprehensive general liability insurance, including products liability, that will protect and defend the Contractor and any subcontractor, their employees or agents performing work covered by this contract accordingly. The limits of coverage shall, as a minimum, be \$2 million per occurrence, with a minimum of \$2 million in the aggregate. The University of South Carolina, its officers and employees shall be named as an additional insured.
  - b. Commercial auto liability providing bodily injury and property damage coverage, covering all owned, non-owned, and hired vehicles used in connection with activities undertaken under this Contract, with a combined single limit of not less than \$2 million per occurrence.

- All insurance shall remain in full force and effect throughout the duration of this Contract. All insurance policies shall be issued by a company or companies with at least a "A" Best rating or rating equivalent and shall be qualified to do business in the State of South Carolina.
- Failure or inability to secure the required minimum, or fully adequate, insurance by/for the Contractor, any subcontractors, any employees, or agents of either, shall in no way relieve the Contractor of the responsibility for its own acts, or for the acts of any subcontractors or any employees or agents of either.
- The Contractor shall provide, upon the execution of this Contract, certificates evidencing each of the insurance policies to be maintained, as required by the provisions of the RFP and this Contract. Each binder and policy required to be obtained and maintained by the RFP and this Contract shall provide that it may not be amended, materially modified or canceled without a minimum of thirty (30) days' notice to the University. Any changes or alterations affecting the University, its employees or agents must have prior approval, in writing, by the University. Contractor shall provide the University with a certificate of insurance as evidence that such insurance is in place.
- The contractor should also have and maintain Business Interruption insurance to cover monthly payments to the University during closed periods caused by damage or other loss which prevents the contractor from conducting business. If the contractor fails to maintain such insurance, the contractor shall be solely responsible for paying all amounts owed to the University under the terms of the contract, regardless of whether or not the contractor was able to conduct business.
- Notwithstanding any other provision of the contract to the contrary, no insurance procured by contractor shall be construed to constitute a waiver of any sovereign immunity, or any other governmental or official immunity, nor provide coverage for any liability or suit for damages which is barred under said doctrines of sovereign, governmental or official immunity available to

the University, its Board of Trustees, officers or employees, nor constitute waiver of any available defense; and neither shall such insurance provide coverage for any sums other than those which the University, its Board of Trustees, officers or employees may be obligated to pay as damages. The contractor shall cause all policies of insurance related to this RFP to be endorsed in accord with this subparagraph. The contractor shall further require the upper limits of coverage of such policies to be adjusted on an annual basis to be at least equal to the limits of liability set forth in the South Carolina Tort Claims Act.

**CONTRACTOR'S OBLIGATION – GENERAL (JAN 2006):** The contractor shall provide and pay for all materials, tools, equipment, labor and professional and non-professional services, and shall perform all other acts and supply all other things necessary, to fully and properly perform and complete the work. The contractor must act as the prime contractor and assume full responsibility for any subcontractor's performance. The contractor will be considered the sole point of contact with regard to all situations, including payment of all charges and the meeting of all other requirements.

**DEFAULT – SHORT FORM (JAN 2006):** The state may terminate this contract, or any part hereof, for cause in the event of any default by the contractor, or if the contractor fails to comply with any contract terms and conditions, or fails to provide the state, upon request, with adequate assurances of future performance. In the event of termination for cause, the state shall not be liable to the contractor for any amount for supplies or services not accepted, and the contractor shall be liable to the state for any and all rights and remedies provided by law. If it is determined that the state improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

**INDEMNIFICATION -- THIRD PARTY CLAIMS (NOV 2011)**

Notwithstanding any limitation in this agreement, and to the fullest extent permitted by law, Contractor shall defend and hold harmless Indemnitees for and against any and all suits or claims of any character (and all related damages, settlement payments, attorneys' fees, costs, expenses, losses or liabilities) by a third party which are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property arising out of or in connection with the goods or services acquired hereunder or caused in whole or in part by any act or omission of contractor, its subcontractors, their employees, workmen, servants, agents, or anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable, regardless of whether or not caused in part by an Indemnitee, and whether or not such claims are made by a third party or an Indemnitee; however, if an Indemnitee's negligent act or omission is subsequently determined to be the sole proximate cause of a suit or claim, the Indemnitee shall not be entitled to indemnification hereunder. Contractor shall be given timely written notice of any suit or claim. Contractor's obligations hereunder are in no way limited by any protection afforded under workers' compensation acts, disability benefits acts, or other employee benefit acts. This clause shall not negate, abridge, or reduce any other rights or obligations of indemnity which would otherwise exist. The obligations of this paragraph shall survive termination, cancelation, or expiration of the parties' agreement. This provision shall be construed fairly and reasonably, neither strongly for nor against either party, and without regard to any clause regarding insurance. As used in this clause, "Indemnitees" means the State of South Carolina, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees. [07-7B100-2]

**ILLEGAL IMMIGRATION (NOV. 2008)**

(An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov)) By signing your offer, you certify that you will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable to you and your subcontractors or sub-subcontractors; or (b) that you and your subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14. [07-7B097-1]

**LICENSES AND PERMITS (JAN 2006):** During the term of the contract, the Contractor shall be responsible for obtaining, and maintaining in good standing, all licenses (including professional licenses, if any), permits, inspections and related fees for each or any such licenses, permits and/or inspections required by the State, county, city or other government entity or unit to accomplish the work specified in this solicitation and the contract.

**MATERIAL AND WORKMANSHIP (JAN 2006):** Unless otherwise specifically provided in this contract, all equipment, material, and articles incorporated in the work covered by this contract are to be new and of the most suitable grade for the purpose intended.

**PRICE ADJUSTMENT - LIMITED - AFTER INITIAL TERM ONLY (JAN 2006):** Upon approval of the Procurement Officer, prices may be adjusted for any renewal term. Prices shall not be increased during the initial term. Any request for a price increase must be received by the Procurement Officer at least ninety (90) days prior to the expiration of the applicable term and must be accompanied by sufficient documentation to justify the increase. If approved, a price increase becomes effective starting with the term

beginning after approval. A price increase must be executed as a change order. Contractor may terminate this contract at the end of the then current term if a price increase request is denied. Notice of termination pursuant to this paragraph must be received by the Procurement Officer no later than fifteen (15) days after the Procurement Officer sends contractor notice rejecting the requested price increase.

**PRICE ADJUSTMENTS – LIMITED BY CPI “All Items” (JAN 2006):** Upon request and adequate justification, the Procurement Officer may grant a price increase up to, but not to exceed, the unadjusted percent change for the most recent 12 months for which data is available, that is not subject to revision, in the Consumer Price Index (CPI) for all urban consumers (CPI-U), “all items” for services, as determined by the Procurement Officer. The Bureau of Labor and Statistics publishes this information on the web at [www.bls.gov](http://www.bls.gov).

**RELATIONSHIP OF THE PARTIES (JAN 2006):** Neither party is an employee, agent, partner, or joint venturer of the other. Neither party has the right or ability to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other party.

**SHIPPING / RISK OF LOSS (JAN 2006):** F.O.B. Destination. Destination is the shipping dock of the Using Governmental Units’ designated receiving site, or other location, as specified herein. (See Delivery clause)

**TERMINATION FOR CONVENIENCE – SHORT FORM (JAN 2006):** The Procurement Officer may terminate this contract in whole or in part, for the convenience of the State. In such a termination, the Procurement Officer may require the contractor to transfer title and deliver to the State in the manner and to the extent directed by the Procurement Officer: (a) any completed supplies; and (b) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing material") as the contractor has specifically produced or specially acquired for the performance of the terminated part of this contract. Upon such termination, the contractor shall (a) stop work to the extent specified, (b) terminate any subcontracts as they relate to the terminated work, and (c) be paid the following amounts without duplication, subject to the other terms of this contract: (i) contract prices for supplies or services accepted under the contract, (ii) costs incurred in performing the terminated portion of the work, and (iii) any other reasonable costs that the contractor can demonstrate to the satisfaction of the State, using its standard record keeping system, have resulted from the termination. The contractor shall not be paid for any work performed or costs incurred that reasonably could have been avoided. As a condition of payment, contractor shall submit within three months of the effective date of the termination a claim specifying the amounts due because of the termination. The absence of an appropriate termination for convenience clause in any subcontract shall not increase the obligation of the state beyond what it would have been had the subcontract contained such a clause.

**8. EXHIBITS AND ATTACHMENTS TO SOLICITATION**

**EXHIBIT A**

**PRICING PAGE**

**I. REQUIRED MINIMUM GUARANTEE**

The Offeror agrees to pay the University of South Carolina a minimum annual guarantee. The required minimum annual guarantee is **\$75,000** per year or the stated commission rate, whichever is greater.

Minimum Guaranteed Amount \_\_\_\_\_

**II. COMMISSION RATE**

<b>GROSS ANNUAL SALES</b>	<b>PROPOSED COMMISSION RATE</b>	<b>NOTES ON COMMISSION RATE</b>
Up to \$300,000		Required Rate is 25% or greater
\$300,001 - \$400,000		Required Rate is 27% or greater
\$400,001 - \$500,000		Required Rate is 29% or greater
\$500,001 and over		Required Rate is 30% or greater

**NOTE: A RATE MUST BE ENTERED FOR EACH CATEGORY ABOVE.**

\_\_\_\_\_  
Signature of Authorized Agent

**EXHIBIT B**

**PRIOR EXPERIENCE OF ACCOUNTS OF COMPARABLE SIZES**

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

- (1) Business environment in which machines are located
- (2) Number and type of vending machines
- (3) Annual gross revenues
- (4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served).

Length of time that service has been provided:

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

- (1) Business environment in which machines are located
- (2) Number and type of vending machines
- (3) Annual gross revenues
- (4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served).

Length of time that service has been provided:

**EXHIBIT C**

**CURRENT CUSTOMERS AND SALES**

Provide general corporate information about your company, including but not limited to, length of time in business, number of employees, and audited financial statements for the 2013 calendar year showing current assets, liabilities and net worth.

List all current customers with contact information and the annual sales for each customer's account.

<b>Name of Customer</b>	<b>Contact Information</b>	<b>Annual Sales</b>

**EXHIBIT D**

**PRODUCTS AND PRODUCT PRICING LIST**

List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign form certifying that proposed prices are comparable to those offered at other customer accounts in this region.

I hereby certify that the prices proposed for snack vending machines on the Columbia Campus of the University of South Carolina are comparable to the prices charged at other accounts serviced by the company that I represent in the Southeast Region of the United States.

\_\_\_\_\_  
Signature of Authorized Agent



## **EXHIBIT E**

### **OFFEROR'S DESCRIPTION OF VENDING ITEMS PLANNED FOR CAMPUS PROGRAM AND THE TRANSITION PLAN**

The Offeror should utilize this Exhibit (and may attach additional pages, if necessary) to provide a general description of the proposed transition plan to ensure a smooth transition to the contractor's operation or revised operation as required in this RFP. Offeror must list by type and number of machine any machines that are proposed to be installed that are in "like new" versus "brand new" condition.

**EXHIBIT F**

**OFFEROR'S DESCRIPTION OF PLAN FOR INCREASING REVENUE**

The following steps will need to be taken in an effort to increase revenue from snack vending on campus:

Step 1: (Describe action here)

Time frame for accomplishing Step 1: (Indicate length of time and projected increase in revenue here)

Step 2: (Describe action here)

Time frame for accomplishing Step 2: (Indicate length of time and projected increase in revenue here)

Step 3: (Describe action here)

Time frame for accomplishing Step 3: (Indicate length of time and projected increase in revenue here)

REPEAT FORMAT AS NEEDED FOR ADDITIONAL STEPS

## II. System Campuses

The University desires proposals to be submitted for each of these campuses. The proposals for each System campus will be evaluated and awarded separately. Award will be made to the highest ranked, responsive and responsible offeror whose offer is determined to be the most advantageous to the State. All instructions, qualifications and terms and conditions in Part I will apply to each contract awarded.

### USC-UPSTATE

#### USC Upstate

It is the intent of the University of South Carolina Upstate, located in Spartanburg, South Carolina (hereafter referred to as University) to solicit proposals to engage the services of a qualified provider for snack vending services in accordance with all requirements stated herein. The objective of this request is to acquire an exclusive contract to provide snack vending services for the Upstate Campus. USC Upstate is hopeful that this multi-year business relationship will prove to be mutually beneficial and will present an excellent opportunity for both the successful offeror (contractor) and the University to capitalize on a business partnership that will create a positive economic relationship.

#### 1.0 Background Information

The University of South Carolina Upstate is a co-educational, state-assisted, comprehensive metropolitan institution, and is part of the University of South Carolina System. The 350-acre campus is located in Spartanburg, South Carolina near the foothills of the Blue Ridge Mountains situated near the intersections of I-85 and I-26.

The Campus includes academic and support buildings, along with an athletic complex consisting of a soccer stadium, baseball field, softball field, 6 tennis courts, and 6 youth soccer fields. There are three (3) residential facilities, consisting of two 4-story dormitories housing 700 beds (Palmetto House and Magnolia House) and a 12-building apartment complex containing 350 beds. In May 2010, construction was completed and the George Dean Johnson, Jr. College of Business relocated into their new facility, located adjacent to the Chapman Cultural Center and Renaissance Park in downtown Spartanburg. This 3-story building houses state-of-the-art instructional and office space, housed in a 44,000 square foot building.

In the fall of 2010, a major renovation of the G.B. Hodge Building, provided a state of the art, athletic arena. A map of the campus can be found at <http://www.uscupstate.edu/map/>

USC Upstate offers forty (40) bachelor's degree programs in the liberal arts, the sciences, business administration, nursing and teacher education as well as master's degrees in education. More information about the university can be found at [www.uscupstate.edu](http://www.uscupstate.edu)

Fall 2014 Enrollment 5,500 students

#### Fall 2014 Employees

Full-time Faculty	245
Part-time Faculty	222
Staff and administration	301

Current living alumni: 23,000

USC Upstate does not have a current exclusive contract for snack vending and is interested in establishing a seven year contract for all types of snack vending. Sales in previous years ranged from \$5,200 to \$6,200 annually. The University desires equipment in the following locations;

<b>Building Name</b>	<b>Location</b>	<b>#Machines</b>	<b>Carolina Card</b>
School of Business	The George-Downtown	1	Yes
Palmetto House	1 <sup>st</sup> Floor	1	Yes
Palmetto House	3rd Floor	1	Yes
Magnolia House	1 <sup>st</sup> Floor	1	Yes
Magnolia House	3 <sup>rd</sup> Floor	1	Yes
Administration Bldg		1	Yes
Health Ed Complex		1	Yes
Hodge Center		1	No
Campus Life		1	Yes
Readiness Center		1	No
Smith Building		1	Yes
Facilities Management		1	No
Library		1	Yes
College of Arts and Sciences Building		1	Yes
Sparty's Den	Palmetto House	1	Yes

## 1.1 General Requirements

1.1.1 The contractor shall provide **brand new or like new** state-of-the-art automatic vending machines that are capable of accepting cash and coins as well as being equipped with readers allowing the use of the CarolinaCard (campus ID/debit card) where requested by the University. Any building constructed or renovated during the past 2 years or while this contract is in effect must be provided with brand new machines. Acceptable "like new" machines will be less than five (5) years old. Any proposed use of "like new" versus "brand new" machines must be specified in the proposal by type and number of the "like new" machines. Approval of the proposed use of "like new" machines must be given by the University and may be the subject of negotiation prior to contract award. Brand New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code. The contractor will also provide full servicing of the machines as more fully described below. After the contract is awarded, machines may be relocated to other places on campus if supported by usage projections from the successful vendor and if approved by the University. The locations that must initially provide equipment for student debit cards are indicated in Section 1.0 above. Additional card reading equipment must be provided at any other locations requested by the University within 30 days of a request being made as the University expands the use of the CarolinaCard on campus.

1.1.2 The contractor understands and agrees that vending machine services shall, at a minimum, include regular stocking, maintaining, servicing, repairing and/or replacing the required vending machines. Such services shall also include maintaining sanitation and cleanliness in the vending area related to the vending machine.

1.1.3 For purposes of the contract, "vending machine services" shall be defined to include healthy and regular snacks.

1.1.4 The contractor shall provide and pay for all labor, materials, equipment, maintenance, repair, insurance and any other expenses associated with the provision of vending machine services under the terms of the contract. In servicing and stocking the machines, the contractor will strictly adhere to all University policies and instructions concerning parking and building access. UNIVERSITY POLICIES STRICTLY FORBID VEHICLES FROM DRIVING ON CAMPUS OTHER THAN ON PAVED STREETS AND DRIVEWAYS THAT ARE MADE AVAILABLE TO VEHICULAR TRAFFIC. Repeated violations of driving and parking policies can result in substantial fines and/or breach of this contract.

1.1.4 The contractor shall perform all services to the sole satisfaction of the University.

## 1.2 Vending Machine Specifications and Requirements

1.2.1 During the term of the contract, the contractor shall remove and/or replace any vending machines which, in the opinion of the University, have deteriorated to the point that the machine is not mechanically able to provide reliable service, or where, in the opinion of the University, the exterior of the machine has so deteriorated as to have a poor aesthetic appearance.

1.2.2 If, in the opinion of the University, at any time during the contract period, circumstances warrant changes to the quantity, types and/or specifications of the vending machines, the contractor shall make the changes required by the University including the removal of, addition of, or other changes to vending machines. This shall include providing additional vending machines which may be required due to the expansion of the University into additional or new facilities and/or the expansion or renovation of existing facilities. The contractor shall only make such changes upon the approval of the University.

1.2.3 As vending machines are replaced by the contractor, the replacement vending machines must be **brand new or like new** and the latest in state-of-the-art technology. **Acceptable like new machines will be less than five (5) years old and any proposed use of these machines must be approved by the University prior to installation. New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code.** Any machines deemed by the University to be inadequate or unacceptable must be replaced by the contractor immediately upon request.

1.2.4 Any changes to vending machines (addition, relocation, replacement, removal) must be coordinated with the University whether or not a machine is equipped with a card reading device.

1.2.5 The contractor understands and agrees that the University shall not be liable in the event of loss, incident, destruction, theft, damage, etc., to any equipment provided and/or owned by the contractor. It shall be the contractor's sole responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

## 1.3 Vending CarolinaCard Readers

1.3.1 The University's CarolinaCard currently uses the CBORD CSGold System that provides a single, integrated database and management system. The proposed snack vending machines must have the ability to interface with CBORD vending card readers and displays. The vending machines will have the capabilities to accept either cash, CarolinaCard or credit card purchases. These machines must be able to facilitate purchases by students, faculty, staff, and visitors holding a card and an active account. See 3.3.2 for specifications from CBORD for On-Line Vending.

1.3.2 The contractor shall be responsible for vending reader acquisition, installation, and repair costs incurred (1) to connect vending CarolinaCard readers to the University's CarolinaCard system and (2) to maintain the functionality of such readers throughout the effective period of the contract. The type of card reading kit that will be necessary will depend on the type of vending machine that will be used and on whether there are

multiple prices for items in the machine. The University will work with the contractor to determine which machines will be equipped to accept the CarolinaCard or credit cards.

1.3.3 The contractor shall be responsible for installing vending CarolinaCard readers on vending machines as requested by the University in accordance with ADA standards and for removing CarolinaCard readers when repair and/or replacement is necessary. All activities related to the vending CarolinaCard card readers must be coordinated with the University's CarolinaCard Office.

1.3.4 If the contract is terminated prior to its normal expiration for a reason other than cause, the University will pay the vendor the unamortized amount of investment for the card reading equipment based on a straight line 7 year depreciation if the vendor does not choose to take the equipment to use at another account. If the University pays any part of the unamortized investment, it will then have title to that equipment and the vendor will relinquish it to the University prior to removing its vending machines from the campus.

1.3.5 The contractor shall be responsible for installing vending credit card readers on vending machines as requested by the University and for removing vending credit card readers when repair and/or replacement is necessary. All activities related to the credit card readers must be coordinated with the University's CarolinaCard Office.

1.3.6 There will be no additional fees for credit card transactions passed back to the University or the patron for using the credit card readers on the vending machines.

#### **1.4 Product Specifications and Requirements**

1.4.1 The contractor must, at all times, maintain an ample and fresh stock of all products dispensed and sold in the vending machines.

1.4.2 The University shall have the exclusive right to select the various flavors or types of products to be vended. Products vended in the contractor's machines must be nationally advertised brand names of first quality. The contractor must offer a wide variety of "healthy alternatives" for placement as directed by the University in the vending machines to promote wellness among University faculty, staff and students. For purposes of this solicitation, a wide variety is defined as at least 1/3 of the offerings in each machine. In certain buildings the requirement may be as great as 100%.

1.4.2.1 If required by the University, the contractor must remove products which do not, in the opinion of the University, meet the required criteria.

1.4.2.2 If required by the University, the contractor must furnish additional products in the vending machines as customer demands change and new products become available.

1.4.3 The contractor must mark and visibly display all perishable food products with an expiration date and must immediately replace all such products that have expired.

1.4.4 The contractor must provide a proposed price list along with the product choices offered in the proposal. These prices must be consistent with prices charged in the vending operations in the Spartanburg area or at other similar sized campuses in the Southeast region. After the contract is awarded, the prices agreed to in the contract will not be increased unless approved by the University after reviewing a written request for a price increase accompanied by documentation of the reason and need for the price increase. If the contractor or the University desires to add new items not included in the initial list, and if the prices will be higher than the comparable items already offered in the machine, the pricing must be approved by the University.

#### **1.5 Personnel and Service Requirements**

1.5.1 The contractor must service and stock the vending machines according to a schedule which ensures that the vending machines do not become empty of any of the products or have products in them which have expired. The contractor must adjust the vending schedule as necessary to accommodate both slow traffic times and increased traffic times, based on the University's schedule, to maximize sales and minimize shrinkage.

1.5.2 The contractor must have trained competent repair persons available within forty-eight (48) hours to make repairs to the vending machines as needed. The contractor must provide a name and telephone number to serve as a central point of contact for the University in reporting service problems.

1.5.3 The contractor must provide trained, experienced route service/sales personnel to service the vending machines. Such personnel must have relevant knowledge, skills, and abilities to provide effective and efficient vending machine service.

1.5.4 All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. The contractor's employees must be courteous to all people encountered while on University premises.

1.5.5 While on University premises, the contractor's personnel must wear uniforms and have name badges or similar identification that distinguishes them as employees of the contractor. Contractor vehicles should also be clearly identifiable as belonging to the contractor, i.e., company name, logo, etc.

1.5.6 The contractor's personnel shall only be allowed access to student floors of the University's residence halls between the hours of 9:00 a.m. and 7:00 p.m. University employees may need to escort contract personnel in some residence halls.

1.5.7 The University will handle the refund process by issuing a credit to the CarolinaCard in all cases where the customer has a valid CarolinaCard. In those instances where there is no CarolinaCard available to credit, the refund will be made by the designated office in cash. In both cases, the amount either credited to the CarolinaCard or refunded in cash will be offset against the amount owed the contractor by the CarolinaCard Office for card sales when the next payment is made to the contractor. The University will post instructions for these refund procedures and/or reporting of malfunctions on each vending machine. The University must approve the notice outlining the refund procedures before they are posted on the machines.

1.5.8 The contractor must at all times keep the vending machines and adjacent areas as free from materials, debris and trash as is practicable. The contractor shall be responsible for promptly removing trash produced as a result of the services required by the contract and must maintain vending machines to meet standards of health and sanitation required by federal, city and/or state law or regulation. In addition, the contractor must maximize sanitation and cleanliness in the vending area and inside the vending machines.

1.5.9 University facilities are treated regularly to ensure a pest-free environment. However, the contractor shall be solely responsible for ensuring a pest-free environment inside all vending machines covered by the contract. The contractor must provide to the University on a regular basis, but not less than twice per contract year, documentation of the pest control measures employed by the contractor. Such documentation must be deemed acceptable by the University.

1.5.10 The contractor must have successfully performed at least two (2) vending contracts of a similar size to this contract in terms of numbers of machines and annual gross revenues for a period of two (2) years each. Information about these accounts including the number of vending machines and annual gross revenue and a contact person for references on the performance of the contract must be included in the proposal.

## **1.6 Temporary Suspension**

The contractor understands and agrees that the University shall not be responsible for any loss to the contractor due to the temporary suspension of one or more vending machines, regardless of the cause including, but not limited to, mechanical failure of equipment, power failure, weather conditions, force majeure, riots or civil commotion. The University shall also not be responsible for any loss for days the University is closed (University holidays, snow days, etc.).

## **1.7 Payment and Reporting Requirements**

1.7.1 Offerors are encouraged to provide a guaranteed minimum. The contractor understands and agrees that the **optional** guaranteed minimum annual amount shall be exclusive of any late payment fees and any other payment to the University required by the contract.

1.7.2 On a calendar month basis, the contractor shall return to the University a percentage commission of the total gross sales for all vending machines. The percentage of gross sales shall be that stated by the contractor on the Pricing Page. The contractor shall be responsible for sales tax and shall not deduct such from the commissions owed the University. **Commissions are paid on gross sales after taxes.**

1.7.2.1 The appropriate commission payment from cash and coin sales and credit card sales shall be in the form of an electronic transfer to a University account which number will be provided to the contractor prior to beginning the contract, and this amount shall be electronically transferred to the University on or before the fifteenth (15th) day of each month for vending sales during the preceding month.

1.7.2.2 The contractor shall understand and agree that the University will be financially damaged if it does not receive the appropriate commission payment within the time frame specified above. Therefore, the contractor shall pay damages to the University in the amount of one-half percent (½%) per day of the total commission payment due for the reporting period. Such damages shall be payable for each day that the commission payment is late.

1.7.3 The contractor must include with the monthly commission payment a detailed report of sales by vending machine, to include the breakdown of cash sales, CarolinaCard sales and credit card sales for each machine for the reporting period. The report must be emailed to the University at an address to be provided in the contract. The format of such report must be approved by the University.

1.7.3.1 CarolinaCard sales will be tracked by the CarolinaCard Office. The University will reimburse the contractor for the amount of such sales on a monthly basis, less the applicable commission payment owed the University and any refund amounts that have been issued.

1.7.3.2 All commission payments made to the University, including those associated with CarolinaCard sales, shall be combined in calculating the total amount paid to the University for each contract year.

1.7.4 The contractor must provide to the University at least once per contract year a report detailing vending sales by product. The format of such report must be approved by the University.

1.7.5 The contractor must use generally accepted accounting principles as promulgated by the Financial Accounting Standards Board (FASB).

1.7.6 If a minimum guarantee is proposed, if the total amount paid to the University as a percentage of gross sales for each contract year, beginning July 1, 2015, is less than the guaranteed minimum annual amount specified in the contractor's proposal, the contractor must promptly remit to the University the difference between the amount actually paid and the guaranteed minimum annual amount. Such payment shall be due on July 15th of each contract year after the first full year.

1.7.7 Any required payment or amount that is quoted on an annual basis shall be prorated according to the applicable number of months, if less than a full 12-month period.



## **1.8 Inspection and Audit Requirements**

1.8.1 The contractor shall agree that on any business day the University may request that the contractor, or one of the contractor's representatives, appear at a specified location and open any or all vending machines and permit the University and/or its designee to count and determine the amount of money in any or all vending machines. The University will give a minimum of four (4) hours notice of each such inspection.

1.8.2 The contractor shall agree that the University and/or its designee may audit, examine, and copy any and all books, records, and information relating to the operation of the vending machines at the University. The contractor shall keep and maintain all records for a minimum of five (5) years following contract expiration/termination/cancellation, or until audited by the University, whichever occurs first.

## **1.9 Contractor Relationship**

1.9.1 The relationship of the contractor to the University shall be that of an independent contractor, and nothing contained herein shall be construed to create an agency relationship on the part of the contractor.

1.9.2 Any and all employees of the contractor, while engaged in the performance of any work or services required by the contract, shall not be considered employees of either the University or the State of South Carolina.

1.9.3 The contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, worker's compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the University, its agents and employees, harmless from and against any and all loss, cost (including attorney fees), and damage of any kind related to such matters.

1.9.4 The contractor shall be responsible for the acts and omissions of all the contractor's employees, subcontractors, subcontractor's employees, agents, agent's employees and all other persons providing service or supplies associated with the contract.

1.9.5 Personnel issues associated with the contractor's employees shall be the contractor's sole responsibility. The contractor must comply with all applicable governmental regulations related to the employment and payment of the contractor's employees.

1.9.6 The contractor understands and agrees that the University shall have no direct control over employees of the contractor. Any provision for such control shall be exercised only through the contractor or the contractor's designated representative.

## **1.10 Performance Reviews**

The contractor understands and agrees that the University shall have the right to administer performance reviews on the services provided by the contractor. These reviews may be in the form of spot checks by University personnel or a survey format completed by patrons. If a performance review indicates a lack of satisfaction by University personnel or patrons, the contractor must promptly take action to improve performance and increase satisfaction to a level acceptable to the University. Failure to do so may result in termination of the contract.

## **1.11 Cancellation Rights and Requirements**

The contractor shall agree that any breach of contract duties or failure by the contractor to perform contract duties as set forth herein shall entitle the University to perform either or both of the following, as deemed in its best interests.

1.11.1 The University may cancel the contract by providing the contractor with a written notice of such cancellation. Prior to issuing such a notice, if appropriate, the University shall provide the contractor with one (1) opportunity to cure the breach within a reasonable period of time. Should the University exercise its right to

cancel the contract, the cancellation shall become effective on the date specified in the notice of cancellation sent to the contractor.

1.11.2 The University shall recover from the contractor all lost profits or, when lost profits cannot be determined with certainty, the University shall recover from the contractor an amount equal to the commission earned in the previous year's operation during the time period affected by the contractor's breach or failure to perform.

## **1.12 Subcontractors**

1.12.1 The contractor shall be responsible for the acts and performance of any subcontractor utilized to fulfill the contractual obligations. The contractor shall be solely responsible for payment to all subcontractors and suppliers.

1.12.2 All services provided for the contractor by a subcontractor shall be pursuant to an appropriate agreement between the contractor and subcontractor. Such agreement must contain provisions which preserve and protect the rights of the University and which require that services be performed in accordance with the requirements of the contract between the University and the contractor.

1.12.3 The contractor is advised that any proposed sub-contractual agreement shall be subject to review and approval by the University.

## **1.13 Contract Period**

The initial contract period shall begin on July 1, 2015 and shall continue through June 30, 2022.

## **2.0 Information For Offerors To Submit**

### **PROPOSAL PREPARATION**

Offerors are asked to carefully follow instructions contained in this solicitation when preparing and submitting their proposals. The proposals should be thorough and detailed as possible, organized in the order in which the requirements are so that the University may properly evaluate the offeror's capability to provide the required services. Offerors shall include sufficient information to allow the University to thoroughly evaluate and score their proposals. Each responsive proposal submitted shall be evaluated by an evaluation committee.

INFORMATION FOR OFFERORS TO SUBMIT - GENERAL (JAN 2006): Offeror shall submit a signed Cover Page and Page Two. Offeror should submit all other information and documents requested in this RFP .

INFORMATION FOR OFFERORS TO SUBMIT - EVALUATION (JANUARY 2006): In addition to information requested elsewhere in this solicitation, offerors should submit the following information for purposes of evaluation:

**Offerors shall submit all information and documents required here or elsewhere in this solicitation. Offeror is to restate each item and provide their response to that item immediately thereafter.**

### **PROPOSAL CONTENTS**

**To be considered for award, all proposals should include, as a minimum, the following information. All information should be presented in the order listed. Offerors should restate each item below and provide their response to that item immediately thereafter.**

6. Commission Rate-. The offeror must provide a firm fixed percentage of total gross sales that it is willing to pay the University of South Carolina Upstate for the contract period as the basis for payment to the University.

7. Guaranteed Annual Commission Amount– Offerors are encouraged to offer a guaranteed annual commission and will be evaluated accordingly. If no guarantee is offered, no points will be awarded for this criteria.
8. Provide information relating to offeror’s prior experience with accounts of comparable size. This should include information about similar contracts it currently holds with any State-supported colleges and universities of the size and scope of the University of South Carolina Upstate.
9. List all products offered for vending at USC Upstate along with proposed pricing for each product. Include a product group with proposed prices that are healthy choice options.
10. Provide a description of the specific steps that will be taken under this contract to increase revenue realized in the snack vending program. Include time frames for accomplishing the steps as described as well as projected revenue increases based upon these steps.

### **3.0 Evaluation Criteria**

3.1 Proposal Evaluation: Any contract award resulting from this request shall be made following the evaluation of all proposals which are responsive to the terms, conditions, and provisions of the Request for Proposal. The comparative assessment of the relative benefits and deficiencies of a proposal in relation to the published evaluation criteria will be made using both objective analysis and subjective judgment. The University will be the sole judge as to the acceptability, for our purposes, of any and all proposals. Proposals will be evaluated according to the evaluation criteria stated below. **These are listed in relative order of importance.**

3.1.1 Commission Rate Offered

3.1.2 Guaranteed Annual Commission

3.1.3 Prior Experience

3.1.4 Quality, Pricing and Number of Products Offered for vending including healthy snack options as well as proposed transition plan/services

3.1.5 Plan for Increasing Snack Vending Revenues

**USC UPSTATE**

**PRICING PAGE**

- I. Commission Rate \_\_\_\_\_
- II. Optional Minimum Annual Guaranteed Amount \_\_\_\_\_

\_\_\_\_\_

Signature of Authorized Agent

**USC UPSTATE**

**EXHIBIT B**

**PRIOR EXPERIENCE OF ACCOUNTS OF COMPARABLE SIZES**

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

**USC UPSTATE**

**EXHIBIT C**

**CURRENT CUSTOMERS AND SALES**

Provide general corporate information about your company, including but not limited to, length of time in business, number of employees, and audited financial statements for the 2013 calendar year showing current assets, liabilities and net worth.

List all current customers with contact information and the annual sales for each customer's account.

<b>Name of Customer</b>	<b>Contact Information</b>	<b>Annual Sales</b>

**USC UPSTATE**

**EXHIBIT D**

**PRODUCTS AND PRODUCT PRICING LIST**

List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign form certifying that proposed prices are comparable to those offered at other customer accounts in this region.

I hereby certify that the prices proposed for snack vending machines on the Upstate Campus of the University of South Carolina are comparable to the prices charged at other accounts serviced by the company that I represent in the Southeast Region of the United States.

---

Signature of Authorized Agent

## **EXHIBIT E**

### **OFFEROR'S DESCRIPTION OF VENDING ITEMS PLANNED FOR CAMPUS PROGRAM AND THE TRANSITION PLAN (UPSTATE)**

The Offeror should utilize this Exhibit (and may attach additional pages, if necessary) to provide a general description of the proposed transition plan to ensure a smooth transition to the contractor's operation or revised operation as required in this RFP. Offeror must list by type and number of machine any machines that are proposed to be installed that are in "like new" versus "brand new" condition.



**EXHIBIT F**

**OFFEROR'S DESCRIPTION OF PLAN FOR INCREASING REVENUE (UPSTATE)**

The following steps will need to be taken in an effort to increase revenue from snack vending on campus:

Step 1: (Describe action here)

Time frame for accomplishing Step 1: (Indicate length of time and projected increase in revenue here)

Step 2: (Describe action here)

Time frame for accomplishing Step 2: (Indicate length of time and projected increase in revenue here)

Step 3: (Describe action here)

Time frame for accomplishing Step 3: (Indicate length of time and projected increase in revenue here)

REPEAT FORMAT AS NEEDED FOR ADDITIONAL STEPS

## USC-SUMTER

### USC Sumter

It is the intent of the University of South Carolina Sumter, located in Sumter, South Carolina (hereafter referred to as University) to solicit proposals to engage the services of a qualified provider for snack vending services in accordance with all requirements stated herein. The objective of this request is to acquire an exclusive contract to provide snack vending services for the Sumter Campus.

### 1.0 Background Information

USC Sumter is located in the heart of the state, about 45 miles east of the capital of Columbia, South Carolina. It is the only campus in the system that began as a Clemson University campus and then later changed to a University of South Carolina campus. USC Sumter became a University campus in 1973 and today has an enrollment of about 1,000 per academic year. USC Sumter confers two-year associate's degrees and offers baccalaureate degree programs in business administration, elementary education, nursing, early childhood education, organizational leadership and interdisciplinary studies through Palmetto College.

A map of the campus can be found at <http://www.uscsumter.edu/index.php/map.html>

Fall 2014 Enrollment \_\_\_\_\_ 800 students

Fall 2014 Employees \_\_\_\_\_ 90

USC Sumter does not have a current contract for snack vending and is interested in establishing a seven year contract for all types of snack vending. The University desires equipment in the following locations;

<b>Building</b>	<b>Machines</b>	<b>TO BE EQUIPPED WITH CAROLINA CARD R READERS</b>
Administration Bldg – 2 <sup>nd</sup> floor break room	1	
Business Administration Bldg - lobby	1	YES
Science Bldg - lobby	1	YES
Anderson Library – 2 <sup>nd</sup> floor lobby	1	
Student Union Bldg – Commons area	1	YES
Arts and Letters Bldg - lobby	1	
Schwartz Bldg - lobby	1	YES
Nettles Bldg – break room	1	

### **1.1 General Requirements**

1.1.1 The contractor shall provide **new, used or refurbished** automatic vending machines that are capable of accepting cash and coins as well as being equipped with readers allowing the use of the CarolinaCard (campus ID/debit card) where requested by the University. Any building constructed or renovated during the past 2 years or while this contract is in effect must be provided with brand new machines. Acceptable "like new" machines will be less than five (5) years old. Brand New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code. The contractor will also provide full servicing of the machines as more fully described below. After the contract is awarded, machines may be relocated to other places on campus if supported by usage projections from the successful vendor and if approved by the University. The locations that must initially provide equipment for student debit cards are indicated in Section 1.0 above. Additional card reading equipment must be provided at any other locations requested by the University within 30 days of a request being made as the University expands the use of the CarolinaCard on campus.

1.1.2 The contractor understands and agrees that vending machine services shall, at a minimum, include regular stocking, maintaining, servicing, repairing and/or replacing the required vending machines. Such services shall also include maintaining sanitation and cleanliness in the vending area related to the vending machine.

1.1.3 For purposes of the contract, "vending machine services" shall be defined to include healthy and regular snacks.

1.1.4 The contractor shall provide and pay for all labor, materials, equipment, maintenance, repair, insurance and any other expenses associated with the provision of vending machine services under the terms of the contract. In servicing and stocking the machines, the contractor will strictly adhere to all University policies and instructions concerning parking and building access. UNIVERSITY POLICIES STRICTLY FORBID VEHICLES FROM DRIVING ON CAMPUS OTHER THAN ON PAVED STREETS AND DRIVEWAYS THAT ARE MADE AVAILABLE TO VEHICULAR TRAFFIC. Repeated violations of driving and parking policies can result in substantial fines and/or breach of this contract.

1.1.4 The contractor shall perform all services to the sole satisfaction of the University.

## **1.2 Vending Machine Specifications and Requirements**

1.2.1 During the term of the contract, the contractor shall remove and/or replace any vending machines which, in the opinion of the University, have deteriorated to the point that the machine is not mechanically able to provide reliable service, or where, in the opinion of the University, the exterior of the machine has so deteriorated as to have a poor aesthetic appearance.

1.2.2 If, in the opinion of the University, at any time during the contract period, circumstances warrant changes to the quantity, types and/or specifications of the vending machines, the contractor shall make the changes required by the University including the removal of, addition of, or other changes to vending machines. This shall include providing additional vending machines which may be required due to the expansion of the University into additional or new facilities and/or the expansion or renovation of existing facilities. The contractor shall only make such changes upon the approval of the University.

1.2.3 As vending machines are replaced by the contractor, the replacement vending machines must be **new, used or refurbished. Acceptable like new machines will be less than five (5) years old and any proposed use of these machines must be approved by the University prior to installation. New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code.** Any machines deemed by the University to be inadequate or unacceptable must be replaced by the contractor immediately upon request.

1.2.4 Any changes to vending machines (addition, relocation, replacement, removal) must be coordinated with the University whether or not a machine is equipped with a card reading device.

1.2.5 The contractor understands and agrees that the University shall not be liable in the event of loss, incident, destruction, theft, damage, etc., to any equipment provided and/or owned by the contractor. It shall be the contractor's sole responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

### **1.3 Vending CarolinaCard Readers**

1.3.1 The University's CarolinaCard currently uses the CBORD CSGold System that provides a single, integrated database and management system. The proposed snack vending machines must have the ability to interface with CBORD vending card readers and displays. The vending machines will have the capabilities to accept either cash, CarolinaCard or credit card purchases. These machines must be able to facilitate purchases by students, faculty, staff, and visitors holding a card and an active account. See 3.3.2 in Part I for specifications from CBORD for On-Line Vending.

1.3.2 The contractor shall be responsible for vending reader acquisition, installation, and repair costs incurred (1) to connect vending CarolinaCard readers to the University's CarolinaCard system and (2) to maintain the functionality of such readers throughout the effective period of the contract. The type of card reading kit that will be necessary will depend on the type of vending machine that will be used and on whether there are multiple prices for items in the machine. The University will work with the contractor to determine which machines will be equipped to accept the CarolinaCard or credit cards.

1.3.3 The contractor shall be responsible for installing vending CarolinaCard readers on vending machines as requested by the University in accordance with ADA standards and for removing CarolinaCard readers when repair and/or replacement is necessary. All activities related to the vending CarolinaCard card readers must be coordinated with the University's CarolinaCard Office.

1.3.4 If the contract is terminated prior to its normal expiration for a reason other than cause, the University will pay the vendor the unamortized amount of investment for the card reading equipment based on a straight line 7 year depreciation if the vendor does not choose to take the equipment to use at another account. If the University pays any part of the unamortized investment, it will then have title to that equipment and the vendor will relinquish it to the University prior to removing its vending machines from the campus.

1.3.5 The contractor shall be responsible for installing vending credit card readers on vending machines as requested by the University and for removing vending credit card readers when repair and/or replacement is necessary. All activities related to the credit card readers must be coordinated with the University's CarolinaCard Office.

1.3.6 There will be no additional fees for credit card transactions passed back to the University or the patron for using the credit card readers on the vending machines.

### **1.4 Product Specifications and Requirements**

1.4.1 The contractor must, at all times, maintain an ample and fresh stock of all products dispensed and sold in the vending machines.

1.4.2 The University shall have the exclusive right to select the various flavors or types of products to be vended. Products vended in the contractor's machines must be nationally advertised brand names of first quality. The contractor must offer a wide variety of "healthy alternatives" for placement as directed by the University in the vending machines to promote wellness among University faculty, staff and students. For

purposes of this solicitation, a wide variety is defined as at least 1/3 of the offerings in each machine. In certain buildings the requirement may be as great as 100%.

1.4.2.1 If required by the University, the contractor must remove products which do not, in the opinion of the University, meet the required criteria.

1.4.2.2 If required by the University, the contractor must furnish additional products in the vending machines as customer demands change and new products become available.

1.4.3 The contractor must mark and visibly display all perishable food products with an expiration date and must immediately replace all such products that have expired.

1.4.4 The contractor must provide a proposed price list along with the product choices offered in the proposal. These prices must be consistent with prices charged in the vending operations in the Spartanburg area or at other similar sized campuses in the Southeast region. After the contract is awarded, the prices agreed to in the contract will not be increased unless approved by the University after reviewing a written request for a price increase accompanied by documentation of the reason and need for the price increase. If the contractor or the University desires to add new items not included in the initial list, and if the prices will be higher than the comparable items already offered in the machine, the pricing must be approved by the University.

## **1.5 Personnel and Service Requirements**

1.5.1 The contractor must service and stock the vending machines according to a schedule which ensures that the vending machines do not become empty of any of the products or have products in them which have expired. The contractor must adjust the vending schedule as necessary to accommodate both slow traffic times and increased traffic times, based on the University's schedule, to maximize sales and minimize shrinkage.

1.5.2 The contractor must have trained competent repair persons available within forty-eight (48) hours to make repairs to the vending machines as needed. The contractor must provide a name and telephone number to serve as a central point of contact for the University in reporting service problems.

1.5.3 The contractor must provide trained, experienced route service/sales personnel to service the vending machines. Such personnel must have relevant knowledge, skills, and abilities to provide effective and efficient vending machine service.

1.5.4 All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. The contractor's employees must be courteous to all people encountered while on University premises.

1.5.5 While on University premises, the contractor's personnel must wear uniforms and have name badges or similar identification that distinguishes them as employees of the contractor. Contractor vehicles should also be clearly identifiable as belonging to the contractor, i.e., company name, logo, etc.

1.5.6 The contractor's personnel shall only be allowed access to student floors of the University's residence halls between the hours of 9:00 a.m. and 7:00 p.m. University employees may need to escort contract personnel in some residence halls.

1.5.7 The University will handle the refund process by issuing a credit to the CarolinaCard in all cases where the customer has a valid CarolinaCard. In those instances where there is no CarolinaCard available to credit, the refund will be made by the designated office in cash. In both cases, the amount either credited to the CarolinaCard or refunded in cash will be offset against the amount owed the contractor by the CarolinaCard Office for card sales when the next payment is made to the contractor. The University will post instructions for these refund procedures and/or reporting of malfunctions on each vending machine. The University must approve the notice outlining the refund procedures before they are posted on the machines.

1.5.8 The contractor must at all times keep the vending machines and adjacent areas as free from materials, debris and trash as is practicable. The contractor shall be responsible for promptly removing trash produced as a result of the services required by the contract and must maintain vending machines to meet standards of health and sanitation required by federal, city and/or state law or regulation. In addition, the contractor must maximize sanitation and cleanliness in the vending area and inside the vending machines.

1.5.9 University facilities are treated regularly to ensure a pest-free environment. However, the contractor shall be solely responsible for ensuring a pest-free environment inside all vending machines covered by the contract. The contractor must provide to the University on a regular basis, but not less than twice per contract year, documentation of the pest control measures employed by the contractor. Such documentation must be deemed acceptable by the University.

1.5.10 The contractor must have successfully performed at least two (2) vending contracts of a similar size to this contract in terms of numbers of machines and annual gross revenues for a period of two (2) years each. Information about these accounts including the number of vending machines and annual gross revenue and a contact person for references on the performance of the contract must be included in the proposal.

## **1.6 Temporary Suspension**

The contractor understands and agrees that the University shall not be responsible for any loss to the contractor due to the temporary suspension of one or more vending machines, regardless of the cause including, but not limited to, mechanical failure of equipment, power failure, weather conditions, force majeure, riots or civil commotion. The University shall also not be responsible for any loss for days the University is closed (University holidays, snow days, etc.).

## **1.7 Payment and Reporting Requirements**

1.7.1 Offerors are encouraged to provide a guaranteed minimum. The contractor understands and agrees that the **optional** guaranteed minimum annual amount shall be exclusive of any late payment fees and any other payment to the University required by the contract.

1.7.2 On a calendar month basis, the contractor shall return to the University a percentage commission of the total gross sales for all vending machines. The percentage of gross sales shall be that stated by the contractor on the Pricing Page. The contractor shall be responsible for sales tax and shall not deduct such from the commissions owed the University. **Commissions are paid on gross sales after taxes.**

1.7.2.1 The appropriate commission payment from cash and coin sales and credit card sales shall be in the form of an electronic transfer to a University account which number will be provided to the contractor prior to beginning the contract, and this amount shall be electronically transferred to the University on or before the fifteenth (15th) day of each month for vending sales during the preceding month.

1.7.2.2 The contractor shall understand and agree that the University will be financially damaged if it does not receive the appropriate commission payment within the time frame specified above. Therefore, the contractor shall pay damages to the University in the amount of one-half percent (½%) per day of the total commission payment due for the reporting period. Such damages shall be payable for each day that the commission payment is late.

1.7.3 The contractor must include with the monthly commission payment a detailed report of sales by vending machine, to include the breakdown of cash sales, CarolinaCard sales and credit card sales for each machine for the reporting period. The report must be emailed to the University at an address to be provided in the contract. The format of such report must be approved by the University.

1.7.3.1 CarolinaCard sales will be tracked by the CarolinaCard Office. The University will reimburse the contractor for the amount of such sales on a monthly basis, less the applicable commission payment owed the University and any refund amounts that have been issued.

1.7.3.2 All commission payments made to the University, including those associated with CarolinaCard sales, shall be combined in calculating the total amount paid to the University for each contract year.

1.7.4 The contractor must provide to the University at least once per contract year a report detailing vending sales by product. The format of such report must be approved by the University.

1.7.5 The contractor must use generally accepted accounting principles as promulgated by the Financial Accounting Standards Board (FASB).

1.7.6 If the total amount paid to the University as a percentage of gross sales for each contract year, beginning July 1, 2015, is less than any guaranteed minimum annual amount specified in the contractor's proposal, the contractor must promptly remit to the University the difference between the amount actually paid and the guaranteed minimum annual amount. Such payment shall be due on July 15th of each contract year after the first full year.

1.7.7 Any required payment or amount that is quoted on an annual basis shall be prorated according to the applicable number of months, if less than a full 12-month period.

## **1.8 Inspection and Audit Requirements**

1.8.1 The contractor shall agree that on any business day the University may request that the contractor, or one of the contractor's representatives, appear at a specified location and open any or all vending machines and permit the University and/or its designee to count and determine the amount of money in any or all vending machines. The University will give a minimum of four (4) hours notice of each such inspection.

1.8.2 The contractor shall agree that the University and/or its designee may audit, examine, and copy any and all books, records, and information relating to the operation of the vending machines at the University. The contractor shall keep and maintain all records for a minimum of five (5) years following contract expiration/termination/cancellation, or until audited by the University, whichever occurs first.

## **1.9 Contractor Relationship**

1.9.1 The relationship of the contractor to the University shall be that of an independent contractor, and nothing contained herein shall be construed to create an agency relationship on the part of the contractor.

1.9.2 Any and all employees of the contractor, while engaged in the performance of any work or services required by the contract, shall not be considered employees of either the University or the State of South Carolina.

1.9.3 The contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, worker's compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the University, its agents and employees, harmless from and against any and all loss, cost (including attorney fees), and damage of any kind related to such matters.

1.9.4 The contractor shall be responsible for the acts and omissions of all the contractor's employees, subcontractors, subcontractor's employees, agents, agent's employees and all other persons providing service or supplies associated with the contract.

1.9.5 Personnel issues associated with the contractor's employees shall be the contractor's sole responsibility. The contractor must comply with all applicable governmental regulations related to the employment and payment of the contractor's employees.

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The contractor understands and agrees that the University shall have the right to administer performance reviews on the services provided by the contractor. These reviews may be in the form of spot checks by University personnel or a survey format completed by patrons. If a performance review indicates a lack of satisfaction by University personnel or patrons, the contractor must promptly take action to improve performance and increase satisfaction to a level acceptable to the University. Failure to do so may result in termination of the contract.

#### **1.11 Cancellation Rights and Requirements**

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1.11.1 The University may cancel the contract by providing the contractor with a written notice of such cancellation. Prior to issuing such a notice, if appropriate, the University shall provide the contractor with one (1) opportunity to cure the breach within a reasonable period of time. Should the University exercise its right to cancel the contract, the cancellation shall become effective on the date specified in the notice of cancellation sent to the contractor.

1.11.2 The University shall recover from the contractor all lost profits or, when lost profits cannot be determined with certainty, the University shall recover from the contractor an amount equal to the commission earned in the previous year's operation during the time period affected by the contractor's breach or failure to perform.

#### **1.12 Subcontractors**

1.12.1 The contractor shall be responsible for the acts and performance of any subcontractor utilized to fulfill the contractual obligations. The contractor shall be solely responsible for payment to all subcontractors and suppliers.

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1.12.3 The contractor is advised that any proposed sub-contractual agreement shall be subject to review and approval by the University.

#### **1.13 Contract Period**

The initial contract period shall begin on July 1, 2015 and shall continue through June 30, 2022.



## 2.0 Information For Offerors To Submit

### PROPOSAL PREPARATION

Offerors are asked to carefully follow instructions contained in this solicitation when preparing and submitting their proposals. The proposals should be thorough and detailed as possible, organized in the order in which the requirements are so that the University may properly evaluate the offeror's capability to provide the required services. Offerors shall include sufficient information to allow the University to thoroughly evaluate and score their proposals. Each responsive proposal submitted shall be evaluated by an evaluation committee.

INFORMATION FOR OFFERORS TO SUBMIT - GENERAL (JAN 2006): Offeror shall submit a signed Cover Page and Page Two. Offeror should submit all other information and documents requested in this RFP .

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### PROPOSAL CONTENTS

**To be considered for award, all proposals should include, as a minimum, the following information. All information should be presented in the order listed. Offerors should restate each item below and provide their response to that item immediately thereafter.**

1. Commission Rate-. The offeror must provide a firm fixed percentage of total gross sales that it is willing to pay the University of South Carolina Sumter for the contract period as the basis for payment to the University.
2. Guaranteed Annual Commission Amount– Offerors are encouraged to offer a guaranteed annual commission and will be evaluated accordingly. If no guarantee is offered, no points will be awarded for this criteria.
3. Provide information relating to offeror's prior experience with accounts of comparable size. This should include information about similar contracts it currently holds with any State-supported colleges and universities of the size and scope of the University of South Carolina Sumter
4. List all products offered for vending at USC Sumter along with proposed pricing for each product. Include a product group with proposed prices that are healthy choice options.
5. Provide a description of the specific steps that will be taken under this contract to increase revenue realized in the snack vending program. Include time frames for accomplishing the steps as described as well as projected revenue increases based upon these steps.

## 3.0 Evaluation Criteria

3.1 Proposal Evaluation: Any contract award resulting from this request shall be made following the evaluation of all proposals which are responsive to the terms, conditions, and provisions of the Request for Proposal. The comparative assessment of the relative benefits and deficiencies of a proposal in relation to the published evaluation criteria will be made using both objective analysis and subjective judgment. The University will be the sole judge as to the acceptability, for our purposes, of any and all proposals. Proposals will be evaluated according to the evaluation criteria stated below. **These are listed in relative order of importance.**

### 3.1.1 Commission Rate Offered

3.1.2 Guaranteed Annual Commission

3.1.3 Prior Experience

3.1.4 Quality, Pricing and Number of Products Offered for vending including healthy snack options as well as proposed transition plan/services

3.1.5 Plan for Increasing Snack Vending Revenues

**USC SUMTER**

**PRICING PAGE**

I. Commission Rate \_\_\_\_\_

II. Optional Minimum annual guaranteed amount \_\_\_\_\_

\_\_\_\_\_

Signature of Authorized Agent

**USC SUMTER**

**EXHIBIT B**

**PRIOR EXPERIENCE OF ACCOUNTS OF COMPARABLE SIZES**

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

**USC SUMTER**

**EXHIBIT C**

**CURRENT CUSTOMERS AND SALES**

Provide general corporate information about your company, including but not limited to, length of time in business, number of employees, and audited financial statements for the 2013 calendar year showing current assets, liabilities and net worth.

List all current customers with contact information and the annual sales for each customer's account.

<b>Name of Customer</b>	<b>Contact Information</b>	<b>Annual Sales</b>

**USC SUMTER**

**EXHIBIT D**

**PRODUCTS AND PRODUCT PRICING LIST**

List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign form certifying that proposed prices are comparable to those offered at other customer accounts in this region.

I hereby certify that the prices proposed for snack vending machines on the Sumter Campus of the University of South Carolina are comparable to the prices charged at other accounts serviced by the company that I represent in the Southeast Region of the United States.

---

Signature of Authorized Agent

**EXHIBIT E**

**OFFEROR'S DESCRIPTION OF VENDING ITEMS PLANNED FOR CAMPUS PROGRAM AND THE TRANSITION PLAN  
(SUMTER)**

The Offeror should utilize this Exhibit (and may attach additional pages, if necessary) to provide a general description of the proposed transition plan to ensure a smooth transition to the contractor's operation or revised operation as required in this RFP. Offeror must list by type and number of machine any machines that are proposed to be installed that are in new, used or refurbished condition.

**EXHIBIT F**

**OFFEROR'S DESCRIPTION OF PLAN FOR INCREASING REVENUE (SUMTER)**

The following steps will need to be taken in an effort to increase revenue from snack vending on campus:

Step 1: (Describe action here)

Time frame for accomplishing Step 1: (Indicate length of time and projected increase in revenue here)

Step 2: (Describe action here)

Time frame for accomplishing Step 2: (Indicate length of time and projected increase in revenue here)

Step 3: (Describe action here)

Time frame for accomplishing Step 3: (Indicate length of time and projected increase in revenue here)

REPEAT FORMAT AS NEEDED FOR ADDITIONAL STEPS



## USC-UNION

### USC Union

It is the intent of the University of South Carolina Union, located in Union, South Carolina (hereafter referred to as University) to solicit proposals to engage the services of a qualified provider for snack vending services in accordance with all requirements stated herein. The objective of this request is to acquire an exclusive contract to provide snack vending services for the Union Campus.

### 1.0 Background Information

Centrally located near the downtown business district of the city of Union, USC Union is a regional campus of Palmetto College of the University of South Carolina. Fronting the east side of Main Street, USC Union occupies a seven-acre tract of land consisting of five buildings, which house administrative offices, classrooms, science laboratories, a library, a campus bookstore, and a gymnasium.

The Main Building was a secondary public school originally constructed in 1909, renovated in 1965, and completely restored in 1991. It currently houses classrooms; an auditorium; administrative and faculty offices; biology, chemistry, and computer science laboratories; a student lounge; and the campus bookstore. Renovations were completed on the Central Building in the fall of 1988 and, in addition to the library, it houses administrative and faculty offices, classrooms, telecommunication classrooms, and a community room for meetings and receptions. The Truluck Activity Center provides space for athletic and social activities. The center contains a basketball court, office space, and physical-fitness equipment. The center has a seating capacity of 500. A newly-purchased building on Main Street will house the Campus Bookstore and student center in the near future. The Founders House is used for the University's Continuing Education Program.

Established to meet the educational needs of Union, Laurens, Cherokee, York, Chester, Fairfield, and Newberry counties, the campus has grown to its present enrollment of over 671. The Union campus has traditionally focused on offering the first two years of courses for most University curricula, and the campus continues that tradition today. Our partnerships with USC Columbia, USC Upstate, USC Beaufort, and USC Aiken provide access to programs of study and unique academic opportunities, such as USC Connect, the Magellan Scholar Program, and the Pacer Pathway. It's possible to complete your four-year bachelor's degree (in select majors) without leaving the Union campus. Seven bachelor's degrees are now online. And, if the time comes, it's easy to transfer to USC campuses, where you can pursue degrees in areas such as the arts, engineering, communications, health care, education and business.

A map of the campus can be found at <http://uscunion.sc.edu/campusmap/campusmap.html>

<u>Fall 2014 Enrollment</u>	<u>671 students</u>
<u>Fall 2014 Employees</u>	<u>75 employees</u>
Full-time Faculty	12
Part-time Faculty	24
Permanent Staff and Administration	24
Temporary Staff	15

Current living alumni: 1616

USC Union does not have a current contract for snack vending and is interested in establishing a seven year contract for all types of snack vending. The University desires equipment in the following locations;

**311 Main Street – 1 Machine – Equipped for Carolina Card**

## Central Building – 1 Machine – Equipped for Carolina Card

## Main Building – 1 Machine – Equipped for Carolina Card

### 1.1 General Requirements

1.1.1 The contractor shall provide **new, used or refurbished** automatic vending machines that are capable of accepting cash and coins as well as being equipped with readers allowing the use of the CarolinaCard (campus ID/debit card) where requested by the University. Any building constructed or renovated during the past 2 years or while this contract is in effect must be provided with brand new machines. Acceptable "like new" machines will be less than five (5) years old. Brand New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code. The contractor will also provide full servicing of the machines as more fully described below. After the contract is awarded, machines may be relocated to other places on campus if supported by usage projections from the successful vendor and if approved by the University. The locations that must initially provide equipment for student debit cards are indicated in Section 1.0 above. Additional card reading equipment must be provided at any other locations requested by the University within 30 days of a request being made as the University expands the use of the CarolinaCard on campus.

1.1.2 The contractor understands and agrees that vending machine services shall, at a minimum, include regular stocking, maintaining, servicing, repairing and/or replacing the required vending machines. Such services shall also include maintaining sanitation and cleanliness in the vending area related to the vending machine.

1.1.3 For purposes of the contract, "vending machine services" shall be defined to include healthy and regular snacks.

1.1.4 The contractor shall provide and pay for all labor, materials, equipment, maintenance, repair, insurance and any other expenses associated with the provision of vending machine services under the terms of the contract. In servicing and stocking the machines, the contractor will strictly adhere to all University policies and instructions concerning parking and building access. UNIVERSITY POLICIES STRICTLY FORBID VEHICLES FROM DRIVING ON CAMPUS OTHER THAN ON PAVED STREETS AND DRIVEWAYS THAT ARE MADE AVAILABLE TO VEHICULAR TRAFFIC. Repeated violations of driving and parking policies can result in substantial fines and/or breach of this contract.

1.1.4 The contractor shall perform all services to the sole satisfaction of the University.

### 1.2 Vending Machine Specifications and Requirements

1.2.1 During the term of the contract, the contractor shall remove and/or replace any vending machines which, in the opinion of the University, have deteriorated to the point that the machine is not mechanically able to provide reliable service, or where, in the opinion of the University, the exterior of the machine has so deteriorated as to have a poor aesthetic appearance.

1.2.2 If, in the opinion of the University, at any time during the contract period, circumstances warrant changes to the quantity, types and/or specifications of the vending machines, the contractor shall make the changes required by the University including the removal of, addition of, or other changes to vending machines. This shall include providing additional vending machines which may be required due to the expansion of the University into additional or new facilities and/or the expansion or renovation of existing facilities. The contractor shall only make such changes upon the approval of the University.

1.2.3 As vending machines are replaced by the contractor, the replacement vending machines must be **new, used or refurbished. Acceptable like new machines will be less than five (5) years old and any proposed use of these machines must be approved by the University prior to installation. New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code.** Any machines deemed by the University to be inadequate or unacceptable must be replaced by the contractor immediately upon request.

1.2.4 Any changes to vending machines (addition, relocation, replacement, removal) must be coordinated with the University whether or not a machine is equipped with a card reading device.

1.2.5 The contractor understands and agrees that the University shall not be liable in the event of loss, incident, destruction, theft, damage, etc., to any equipment provided and/or owned by the contractor. It shall be the contractor's sole responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

### 1.3 **Vending CarolinaCard Readers**

1.3.1 The University's CarolinaCard currently uses the CBORD CSGold System that provides a single, integrated database and management system. The proposed snack vending machines must have the ability to interface with CBORD vending card readers and displays. The vending machines will have the capabilities to accept either cash, CarolinaCard or credit card purchases. These machines must be able to facilitate purchases by students, faculty, staff, and visitors holding a card and an active account. See 3.3.2 for specifications from CBORD for On-Line Vending.

1.3.2 The contractor shall be responsible for vending reader acquisition, installation, and repair costs incurred (1) to connect vending CarolinaCard readers to the University's CarolinaCard system and (2) to maintain the functionality of such readers throughout the effective period of the contract. The type of card reading kit that will be necessary will depend on the type of vending machine that will be used and on whether there are multiple prices for items in the machine. The University will work with the contractor to determine which machines will be equipped to accept the CarolinaCard or credit cards.

1.3.3 The contractor shall be responsible for installing vending CarolinaCard readers on vending machines as requested by the University in accordance with ADA standards and for removing CarolinaCard readers when repair and/or replacement is necessary. All activities related to the vending CarolinaCard card readers must be coordinated with the University's CarolinaCard Office.

1.3.4 If the contract is terminated prior to its normal expiration for a reason other than cause, the University will pay the vendor the unamortized amount of investment for the card reading equipment based on a straight line 7 year depreciation if the vendor does not choose to take the equipment to use at another account. If the University pays any part of the unamortized investment, it will then have title to that equipment and the vendor will relinquish it to the University prior to removing its vending machines from the campus.

1.3.5 The contractor shall be responsible for installing vending credit card readers on vending machines as requested by the University and for removing vending credit card readers when repair and/or replacement is necessary. All activities related to the credit card readers must be coordinated with the University's CarolinaCard Office.

1.3.6 There will be no additional fees for credit card transactions passed back to the University or the patron for using the credit card readers on the vending machines.

### 1.4 **Product Specifications and Requirements**

1.4.1 The contractor must, at all times, maintain an ample and fresh stock of all products dispensed and sold in the vending machines.

1.4.2 The University shall have the exclusive right to select the various flavors or types of products to be vended. Products vended in the contractor's machines must be nationally advertised brand names of first quality. The contractor must offer a wide variety of "healthy alternatives" for placement as directed by the University in the vending machines to promote wellness among University faculty, staff and students. For purposes of this solicitation, a wide variety is defined as at least 1/3 of the offerings in each machine. In certain buildings the requirement may be as great as 100%.

1.4.2.1 If required by the University, the contractor must remove products which do not, in the opinion of the University, meet the required criteria.

1.4.2.2 If required by the University, the contractor must furnish additional products in the vending machines as customer demands change and new products become available.

1.4.3 The contractor must mark and visibly display all perishable food products with an expiration date and must immediately replace all such products that have expired.

1.4.4 The contractor must provide a proposed price list along with the product choices offered in the proposal. These prices must be consistent with prices charged in the vending operations in the Spartanburg area or at other similar sized campuses in the Southeast region. After the contract is awarded, the prices agreed to in the contract will not be increased unless approved by the University after reviewing a written request for a price increase accompanied by documentation of the reason and need for the price increase. If the contractor or the University desires to add new items not included in the initial list, and if the prices will be higher than the comparable items already offered in the machine, the pricing must be approved by the University.

## **1.5 Personnel and Service Requirements**

1.5.1 The contractor must service and stock the vending machines according to a schedule which ensures that the vending machines do not become empty of any of the products or have products in them which have expired. The contractor must adjust the vending schedule as necessary to accommodate both slow traffic times and increased traffic times, based on the University's schedule, to maximize sales and minimize shrinkage.

1.5.2 The contractor must have trained competent repair persons available within forty-eight (48) hours to make repairs to the vending machines as needed. The contractor must provide a name and telephone number to serve as a central point of contact for the University in reporting service problems.

1.5.3 The contractor must provide trained, experienced route service/sales personnel to service the vending machines. Such personnel must have relevant knowledge, skills, and abilities to provide effective and efficient vending machine service.

1.5.4 All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. The contractor's employees must be courteous to all people encountered while on University premises.

1.5.5 While on University premises, the contractor's personnel must wear uniforms and have name badges or similar identification that distinguishes them as employees of the contractor. Contractor vehicles should also be clearly identifiable as belonging to the contractor, i.e., company name, logo, etc.

1.5.6 The contractor's personnel shall only be allowed access to student floors of the University's residence halls between the hours of 9:00 a.m. and 7:00 p.m. University employees may need to escort contract personnel in some residence halls.

1.5.7 The University will handle the refund process by issuing a credit to the CarolinaCard in all cases where the customer has a valid CarolinaCard. In those instances where there is no CarolinaCard available to credit, the refund will be made by the designated office in cash. In both cases, the amount either credited to the

CarolinaCard or refunded in cash will be offset against the amount owed the contractor by the CarolinaCard Office for card sales when the next payment is made to the contractor. The University will post instructions for these refund procedures and/or reporting of malfunctions on each vending machine. The University must approve the notice outlining the refund procedures before they are posted on the machines.

1.5.8 The contractor must at all times keep the vending machines and adjacent areas as free from materials, debris and trash as is practicable. The contractor shall be responsible for promptly removing trash produced as a result of the services required by the contract and must maintain vending machines to meet standards of health and sanitation required by federal, city and/or state law or regulation. In addition, the contractor must maximize sanitation and cleanliness in the vending area and inside the vending machines.

1.5.9 University facilities are treated regularly to ensure a pest-free environment. However, the contractor shall be solely responsible for ensuring a pest-free environment inside all vending machines covered by the contract. The contractor must provide to the University on a regular basis, but not less than twice per contract year, documentation of the pest control measures employed by the contractor. Such documentation must be deemed acceptable by the University.

1.5.10 The contractor must have successfully performed at least two (2) vending contracts of a similar size to this contract in terms of numbers of machines and annual gross revenues for a period of two (2) years each. Information about these accounts including the number of vending machines and annual gross revenue and a contact person for references on the performance of the contract must be included in the proposal.

## **1.6 Temporary Suspension**

The contractor understands and agrees that the University shall not be responsible for any loss to the contractor due to the temporary suspension of one or more vending machines, regardless of the cause including, but not limited to, mechanical failure of equipment, power failure, weather conditions, force majeure, riots or civil commotion. The University shall also not be responsible for any loss for days the University is closed (University holidays, snow days, etc.).

## **1.7 Payment and Reporting Requirements**

1.7.1 Offerors are encouraged to provide a guaranteed minimum. The contractor understands and agrees that the **optional** guaranteed minimum annual amount shall be exclusive of any late payment fees and any other payment to the University required by the contract.

1.7.2 On a calendar month basis, the contractor shall return to the University a percentage commission of the total gross sales for all vending machines. The percentage of gross sales shall be that stated by the contractor on the Pricing Page. The contractor shall be responsible for sales tax and shall not deduct such from the commissions owed the University. **Commissions are paid on gross sales after taxes.**

1.7.2.1 The appropriate commission payment from cash and coin sales and credit card sales shall be in the form of an electronic transfer to a University account which number will be provided to the contractor prior to beginning the contract, and this amount shall be electronically transferred to the University on or before the fifteenth (15th) day of each month for vending sales during the preceding month.

1.7.2.2 The contractor shall understand and agree that the University will be financially damaged if it does not receive the appropriate commission payment within the time frame specified above. Therefore, the contractor shall pay damages to the University in the amount of one-half percent (½%) per day of the total commission payment due for the reporting period. Such damages shall be payable for each day that the commission payment is late.

1.7.3 The contractor must include with the monthly commission payment a detailed report of sales by vending machine, to include the breakdown of cash sales, CarolinaCard sales and credit card sales for each machine for the reporting period. The report must be emailed to the University at an address to be provided in the contract. The format of such report must be approved by the University.

1.7.3.1 CarolinaCard sales will be tracked by the CarolinaCard Office. The University will reimburse the contractor for the amount of such sales on a monthly basis, less the applicable commission payment owed the University and any refund amounts that have been issued.

1.7.3.2 All commission payments made to the University, including those associated with CarolinaCard sales, shall be combined in calculating the total amount paid to the University for each contract year.

1.7.4 The contractor must provide to the University at least once per contract year a report detailing vending sales by product. The format of such report must be approved by the University.

1.7.5 The contractor must use generally accepted accounting principles as promulgated by the Financial Accounting Standards Board (FASB).

1.7.6 If the total amount paid to the University as a percentage of gross sales for each contract year, beginning July 1, 2015, is less than the guaranteed minimum annual amount specified in the contractor's proposal, the contractor must promptly remit to the University the difference between the amount actually paid and the guaranteed minimum annual amount. Such payment shall be due on July 15th of each contract year after the first full year.

1.7.7 Any required payment or amount that is quoted on an annual basis shall be prorated according to the applicable number of months, if less than a full 12-month period.

## **1.8 Inspection and Audit Requirements**

1.8.1 The contractor shall agree that on any business day the University may request that the contractor, or one of the contractor's representatives, appear at a specified location and open any or all vending machines and permit the University and/or its designee to count and determine the amount of money in any or all vending machines. The University will give a minimum of four (4) hours notice of each such inspection.

1.8.2 The contractor shall agree that the University and/or its designee may audit, examine, and copy any and all books, records, and information relating to the operation of the vending machines at the University. The contractor shall keep and maintain all records for a minimum of five (5) years following contract expiration/termination/cancellation, or until audited by the University, whichever occurs first.

## **1.9 Contractor Relationship**

1.9.1 The relationship of the contractor to the University shall be that of an independent contractor, and nothing contained herein shall be construed to create an agency relationship on the part of the contractor.

1.9.2 Any and all employees of the contractor, while engaged in the performance of any work or services required by the contract, shall not be considered employees of either the University or the State of South Carolina.

1.9.3 The contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, worker's compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the University, its agents and employees, harmless from and against any and all loss, cost (including attorney fees), and damage of any kind related to such matters.

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1. Commission Rate- The offeror must provide a firm fixed percentage of total gross sales that it is willing to pay the University of South Carolina Upstate for the contract period as the basis for payment to the University.
2. Guaranteed Annual Commission Amount- Offerors are encouraged to offer a guaranteed annual commission and will be evaluated accordingly. If no guarantee is offered, no points will be awarded for this criteria.
3. Provide information relating to offeror's prior experience with accounts of comparable size. This should include information about similar contracts it currently holds with any State-supported colleges and universities of the size and scope of the University of South Carolina Upstate
4. List all products offered for vending at USC Upstate along with proposed pricing for each product. Include a product group with proposed prices that are healthy choice options.
5. Provide a description of the specific steps that will be taken under this contract to increase revenue realized in the snack vending program. Include time frames for accomplishing the steps as described as well as projected revenue increases based upon these steps.

### **3.0 Evaluation Criteria**

3.1 Proposal Evaluation: Any contract award resulting from this request shall be made following the evaluation of all proposals which are responsive to the terms, conditions, and provisions of the Request for Proposal. The comparative assessment of the relative benefits and deficiencies of a proposal in relation to the published evaluation criteria will be made using both objective analysis and subjective judgment. The University will be the sole judge as to the acceptability, for our purposes, of any and all proposals. Proposals will be evaluated according to the evaluation criteria stated below. **These are listed in relative order of importance.**

3.1.1 Commission Rate Offered

3.1.2 Guaranteed Annual Commission



3.1.3 Prior Experience

3.1.4 Quality, Pricing and Number of Products Offered for vending including healthy snack options as well as proposed transition plan/services

3.1.5 Plan for Increasing Snack Vending Revenues

**USC UNION**  
**PRICING PAGE**

III. Commission Rate \_\_\_\_\_

IV. Optional Minimum annual guaranteed amount \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Agent

**USC UNION**

**EXHIBIT B**

**PRIOR EXPERIENCE OF ACCOUNTS OF COMPARABLE SIZES**

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:



**USC UNION**

**EXHIBIT D**

**PRODUCTS AND PRODUCT PRICING LIST**

List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign form certifying that proposed prices are comparable to those offered at other customer accounts in this region.

I hereby certify that the prices proposed for snack vending machines on the Union Campus of the University of South Carolina are comparable to the prices charged at other accounts serviced by the company that I represent in the Southeast Region of the United States.

---

Signature of Authorized Agent

## **EXHIBIT E**

### **OFFEROR'S DESCRIPTION OF VENDING ITEMS PLANNED FOR CAMPUS PROGRAM AND THE TRANSITION PLAN (UNION)**

The Offeror should utilize this Exhibit (and may attach additional pages, if necessary) to provide a general description of the proposed transition plan to ensure a smooth transition to the contractor's operation or revised operation as required in this RFP. Offeror must list by type and number of machine any machines that are proposed to be installed that are in new, used or refurbished condition.

**EXHIBIT F**

**OFFEROR'S DESCRIPTION OF PLAN FOR INCREASING REVENUE (UNION)**

The following steps will need to be taken in an effort to increase revenue from snack vending on campus:

Step 1: (Describe action here)

Time frame for accomplishing Step 1: (Indicate length of time and projected increase in revenue here)

Step 2: (Describe action here)

Time frame for accomplishing Step 2: (Indicate length of time and projected increase in revenue here)

Step 3: (Describe action here)

Time frame for accomplishing Step 3: (Indicate length of time and projected increase in revenue here)

REPEAT FORMAT AS NEEDED FOR ADDITIONAL STEPS

## USC-SALKEHATCHIE

### USC SALKEHATCHIE

It is the intent of the University of South Carolina Salkehatchie, located in Allendale and Walterboro, South Carolina (hereafter referred to as University) to solicit proposals to engage the services of a qualified provider for snack vending services in accordance with all requirements stated herein. The objective of this request is to acquire an exclusive contract to provide snack vending services for the Salkehatchie Campus.

### Background Information

USC Salkehatchie has two campuses centrally located in the Lowcountry of South Carolina. The East Campus is located in Walterboro (approximately 40 miles from Charleston), while the West Campus is situated in Allendale (approximately 76 miles from Columbia).

Additionally, through partnerships with USC Columbia and USC Aiken, students can also complete coursework toward a Bachelor of Arts in Liberal Studies, a Bachelor's of Science in Nursing, and a Bachelor's of Arts in Elementary Education.

Enrollment varies with the needs of the community but remains around 1,000 students.

Men: 34% Women: 66%

Minority Enrollment: 42%

Student to faculty ratio: 16:1

Total Employees 120

A map of the campuses can be found at <http://uscsalkehatchie.sc.edu/home/map/>

USC Salkehatchie does not have a current contract for snack vending and is interested in establishing a seven year contract for all types of snack vending. The University desires placement of equipment in the following locations (1 each);

Allendale Science Administration Building

Allendale Bookstore (located inside the SCB)

Allendale Original Classroom Building

Allendale Library Resource Building

Walterboro Main Building (student lounge)

Walterboro Bookstore (inside the main building)

Walterboro Nursing Building

### **1.1 General Requirements**

1.1.1 The contractor shall provide **new, used or refurbished** automatic vending machines that are capable of accepting cash and coins as well as being equipped with readers allowing the use of the CarolinaCard (campus ID/debit card) where requested by the University. Any building constructed or renovated during the past 2 years or while this contract is in effect must be provided with brand new machines. Acceptable "like new" machines will be less than five (5) years old Brand New and updated equipment shall be listed as certified by the



Automatic Merchandising Industry Health Code. The contractor will also provide full servicing of the machines as more fully described below. After the contract is awarded, machines may be relocated to other places on campus if supported by usage projections from the successful vendor and if approved by the University. The locations that must initially provide equipment for student debit cards are indicated in Section 1.0 above. Additional card reading equipment must be provided at any other locations requested by the University within 30 days of a request being made as the University expands the use of the CarolinaCard on campus.

1.1.2 The contractor understands and agrees that vending machine services shall, at a minimum, include regular stocking, maintaining, servicing, repairing and/or replacing the required vending machines. Such services shall also include maintaining sanitation and cleanliness in the vending area related to the vending machine.

1.1.3 For purposes of the contract, “vending machine services” shall be defined to include healthy and regular snacks.

1.1.4 The contractor shall provide and pay for all labor, materials, equipment, maintenance, repair, insurance and any other expenses associated with the provision of vending machine services under the terms of the contract. In servicing and stocking the machines, the contractor will strictly adhere to all University policies and instructions concerning parking and building access. UNIVERSITY POLICIES STRICTLY FORBID VEHICLES FROM DRIVING ON CAMPUS OTHER THAN ON PAVED STREETS AND DRIVEWAYS THAT ARE MADE AVAILABLE TO VEHICULAR TRAFFIC. Repeated violations of driving and parking policies can result in substantial fines and/or breach of this contract.

1.1.4 The contractor shall perform all services to the sole satisfaction of the University.

## 1.2 Vending Machine Specifications and Requirements

1.2.1 During the term of the contract, the contractor shall remove and/or replace any vending machines which, in the opinion of the University, have deteriorated to the point that the machine is not mechanically able to provide reliable service, or where, in the opinion of the University, the exterior of the machine has so deteriorated as to have a poor aesthetic appearance.

1.2.2 If, in the opinion of the University, at any time during the contract period, circumstances warrant changes to the quantity, types and/or specifications of the vending machines, the contractor shall make the changes required by the University including the removal of, addition of, or other changes to vending machines. This shall include providing additional vending machines which may be required due to the expansion of the University into additional or new facilities and/or the expansion or renovation of existing facilities. The contractor shall only make such changes upon the approval of the University.

1.2.3 As vending machines are replaced by the contractor, the replacement vending machines must be **new, used or refurbished. Acceptable like new machines will be less than five (5) years old and any proposed use of these machines must be approved by the University prior to installation. New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code.** Any machines deemed by the University to be inadequate or unacceptable must be replaced by the contractor immediately upon request.

1.2.4 Any changes to vending machines (addition, relocation, replacement, removal) must be coordinated with the University whether or not a machine is equipped with a card reading device.

1.2.5 The contractor understands and agrees that the University shall not be liable in the event of loss, incident, destruction, theft, damage, etc., to any equipment provided and/or owned by the contractor. It shall be the contractor’s sole responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

### 1.3 Vending CarolinaCard Readers

1.3.1 The University's CarolinaCard currently uses the CBORD CSGold System that provides a single, integrated database and management system. The proposed snack vending machines must have the ability to interface with CBORD vending card readers and displays. The vending machines will have the capabilities to accept either cash, CarolinaCard or credit card purchases. These machines must be able to facilitate purchases by students, faculty, staff, and visitors holding a card and an active account. See 3.3.2 for specifications from CBORD for On-Line Vending.

1.3.2 The contractor shall be responsible for vending reader acquisition, installation, and repair costs incurred (1) to connect vending CarolinaCard readers to the University's CarolinaCard system and (2) to maintain the functionality of such readers throughout the effective period of the contract. The type of card reading kit that will be necessary will depend on the type of vending machine that will be used and on whether there are multiple prices for items in the machine. The University will work with the contractor to determine which machines will be equipped to accept the CarolinaCard or credit cards.

1.3.3 The contractor shall be responsible for installing vending CarolinaCard readers on vending machines as requested by the University in accordance with ADA standards and for removing CarolinaCard readers when repair and/or replacement is necessary. All activities related to the vending CarolinaCard card readers must be coordinated with the University's CarolinaCard Office.

1.3.4 If the contract is terminated prior to its normal expiration for a reason other than cause, the University will pay the vendor the unamortized amount of investment for the card reading equipment based on a straight line 7 year depreciation if the vendor does not choose to take the equipment to use at another account. If the University pays any part of the unamortized investment, it will then have title to that equipment and the vendor will relinquish it to the University prior to removing its vending machines from the campus.

1.3.5 The contractor shall be responsible for installing vending credit card readers on vending machines as requested by the University and for removing vending credit card readers when repair and/or replacement is necessary. All activities related to the credit card readers must be coordinated with the University's CarolinaCard Office.

1.3.6 There will be no additional fees for credit card transactions passed back to the University or the patron for using the credit card readers on the vending machines.

### 1.4 Product Specifications and Requirements

1.4.1 The contractor must, at all times, maintain an ample and fresh stock of all products dispensed and sold in the vending machines.

1.4.2 The University shall have the exclusive right to select the various flavors or types of products to be vended. Products vended in the contractor's machines must be nationally advertised brand names of first quality. The contractor must offer a wide variety of "healthy alternatives" for placement as directed by the University in the vending machines to promote wellness among University faculty, staff and students. For purposes of this solicitation, a wide variety is defined as at least 1/3 of the offerings in each machine. In certain buildings the requirement may be as great as 100%.

1.4.2.1 If required by the University, the contractor must remove products which do not, in the opinion of the University, meet the required criteria.

1.4.2.2 If required by the University, the contractor must furnish additional products in the vending machines as customer demands change and new products become available.

1.4.3 The contractor must mark and visibly display all perishable food products with an expiration date and must immediately replace all such products that have expired.

1.4.4 The contractor must provide a proposed price list along with the product choices offered in the proposal. These prices must be consistent with prices charged in the vending operations in the Spartanburg area or at other similar sized campuses in the Southeast region. After the contract is awarded, the prices agreed to in the contract will not be increased unless approved by the University after reviewing a written request for a price increase accompanied by documentation of the reason and need for the price increase. If the contractor or the University desires to add new items not included in the initial list, and if the prices will be higher than the comparable items already offered in the machine, the pricing must be approved by the University.

## **1.5 Personnel and Service Requirements**

1.5.1 The contractor must service and stock the vending machines according to a schedule which ensures that the vending machines do not become empty of any of the products or have products in them which have expired. The contractor must adjust the vending schedule as necessary to accommodate both slow traffic times and increased traffic times, based on the University's schedule, to maximize sales and minimize shrinkage.

1.5.2 The contractor must have trained competent repair persons available within forty-eight (48) hours to make repairs to the vending machines as needed. The contractor must provide a name and telephone number to serve as a central point of contact for the University in reporting service problems.

1.5.3 The contractor must provide trained, experienced route service/sales personnel to service the vending machines. Such personnel must have relevant knowledge, skills, and abilities to provide effective and efficient vending machine service.

1.5.4 All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. The contractor's employees must be courteous to all people encountered while on University premises.

1.5.5 While on University premises, the contractor's personnel must wear uniforms and have name badges or similar identification that distinguishes them as employees of the contractor. Contractor vehicles should also be clearly identifiable as belonging to the contractor, i.e., company name, logo, etc.

1.5.6 The contractor's personnel shall only be allowed access to student floors of the University's residence halls between the hours of 9:00 a.m. and 7:00 p.m. University employees may need to escort contract personnel in some residence halls.

1.5.7 The University will handle the refund process by issuing a credit to the CarolinaCard in all cases where the customer has a valid CarolinaCard. In those instances where there is no CarolinaCard available to credit, the refund will be made by the designated office in cash. In both cases, the amount either credited to the CarolinaCard or refunded in cash will be offset against the amount owed the contractor by the CarolinaCard Office for card sales when the next payment is made to the contractor. The University will post instructions for these refund procedures and/or reporting of malfunctions on each vending machine. The University must approve the notice outlining the refund procedures before they are posted on the machines.

1.5.8 The contractor must at all times keep the vending machines and adjacent areas as free from materials, debris and trash as is practicable. The contractor shall be responsible for promptly removing trash produced as a result of the services required by the contract and must maintain vending machines to meet standards of health and sanitation required by federal, city and/or state law or regulation. In addition, the contractor must maximize sanitation and cleanliness in the vending area and inside the vending machines.

1.5.9 University facilities are treated regularly to ensure a pest-free environment. However, the contractor shall be solely responsible for ensuring a pest-free environment inside all vending machines covered by the contract. The contractor must provide to the University on a regular basis, but not less than twice per contract year, documentation of the pest control measures employed by the contractor. Such documentation must be deemed acceptable by the University.

1.5.10 The contractor must have successfully performed at least two (2) vending contracts of a similar size to this contract in terms of numbers of machines and annual gross revenues for a period of two (2) years each. Information about these accounts including the number of vending machines and annual gross revenue and a contact person for references on the performance of the contract must be included in the proposal.

## 1.6 Temporary Suspension

The contractor understands and agrees that the University shall not be responsible for any loss to the contractor due to the temporary suspension of one or more vending machines, regardless of the cause including, but not limited to, mechanical failure of equipment, power failure, weather conditions, force majeure, riots or civil commotion. The University shall also not be responsible for any loss for days the University is closed (University holidays, snow days, etc.).

## 1.7 Payment and Reporting Requirements

1.7.1 Offerors are encouraged to provide a guaranteed minimum. The contractor understands and agrees that the **optional** guaranteed minimum annual amount shall be exclusive of any late payment fees and any other payment to the University required by the contract.

1.7.2 On a calendar month basis, the contractor shall return to the University a percentage commission of the total gross sales for all vending machines. The percentage of gross sales shall be that stated by the contractor on the Pricing Page. The contractor shall be responsible for sales tax and shall not deduct such from the commissions owed the University. **Commissions are paid on gross sales after taxes.**

1.7.2.1 The appropriate commission payment from cash and coin sales and credit card sales shall be in the form of an electronic transfer to a University account which number will be provided to the contractor prior to beginning the contract, and this amount shall be electronically transferred to the University on or before the fifteenth (15th) day of each month for vending sales during the preceding month.

1.7.2.2 The contractor shall understand and agree that the University will be financially damaged if it does not receive the appropriate commission payment within the time frame specified above. Therefore, the contractor shall pay damages to the University in the amount of one-half percent (½%) per day of the total commission payment due for the reporting period. Such damages shall be payable for each day that the commission payment is late.

1.7.3 The contractor must include with the monthly commission payment a detailed report of sales by vending machine, to include the breakdown of cash sales, CarolinaCard sales and credit card sales for each machine for the reporting period. The report must be emailed to the University at an address to be provided in the contract. The format of such report must be approved by the University.

1.7.3.1 CarolinaCard sales will be tracked by the CarolinaCard Office. The University will reimburse the contractor for the amount of such sales on a monthly basis, less the applicable commission payment owed the University and any refund amounts that have been issued.

1.7.3.2 All commission payments made to the University, including those associated with CarolinaCard sales, shall be combined in calculating the total amount paid to the University for each contract year.

1.7.4 The contractor must provide to the University at least once per contract year a report detailing vending sales by product. The format of such report must be approved by the University.

1.7.5 The contractor must use generally accepted accounting principles as promulgated by the Financial Accounting Standards Board (FASB).

1.7.6 If the total amount paid to the University as a percentage of gross sales for each contract year, beginning July 1, 2015, is less than the guaranteed minimum annual amount specified in the contractor's proposal, the contractor must promptly remit to the University the difference between the amount actually paid and the guaranteed minimum annual amount. Such payment shall be due on July 15th of each contract year after the first full year.

1.7.7 Any required payment or amount that is quoted on an annual basis shall be prorated according to the applicable number of months, if less than a full 12-month period.

## **1.8 Inspection and Audit Requirements**

1.8.1 The contractor shall agree that on any business day the University may request that the contractor, or one of the contractor's representatives, appear at a specified location and open any or all vending machines and permit the University and/or its designee to count and determine the amount of money in any or all vending machines. The University will give a minimum of four (4) hours notice of each such inspection.

1.8.2 The contractor shall agree that the University and/or its designee may audit, examine, and copy any and all books, records, and information relating to the operation of the vending machines at the University. The contractor shall keep and maintain all records for a minimum of five (5) years following contract expiration/termination/cancellation, or until audited by the University, whichever occurs first.

## **1.9 Contractor Relationship**

1.9.1 The relationship of the contractor to the University shall be that of an independent contractor, and nothing contained herein shall be construed to create an agency relationship on the part of the contractor.

1.9.2 Any and all employees of the contractor, while engaged in the performance of any work or services required by the contract, shall not be considered employees of either the University or the State of South Carolina.

1.9.3 The contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, worker's compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the University, its agents and employees, harmless from and against any and all loss, cost (including attorney fees), and damage of any kind related to such matters.

1.9.4 The contractor shall be responsible for the acts and omissions of all the contractor's employees, subcontractors, subcontractor's employees, agents, agent's employees and all other persons providing service or supplies associated with the contract.

1.9.5 Personnel issues associated with the contractor's employees shall be the contractor's sole responsibility. The contractor must comply with all applicable governmental regulations related to the employment and payment of the contractor's employees.

1.9.6 The contractor understands and agrees that the University shall have no direct control over employees of the contractor. Any provision for such control shall be exercised only through the contractor or the contractor's designated representative.

## **1.10 Performance Reviews**

The contractor understands and agrees that the University shall have the right to administer performance reviews on the services provided by the contractor. These reviews may be in the form of spot checks by University personnel or a survey format completed by patrons. If a performance review indicates a lack of satisfaction by University personnel or patrons, the contractor must promptly take action to improve performance and increase satisfaction to a level acceptable to the University. Failure to do so may result in termination of the contract.

### **1.11 Cancellation Rights and Requirements**

The contractor shall agree that any breach of contract duties or failure by the contractor to perform contract duties as set forth herein shall entitle the University to perform either or both of the following, as deemed in its best interests.

1.11.1 The University may cancel the contract by providing the contractor with a written notice of such cancellation. Prior to issuing such a notice, if appropriate, the University shall provide the contractor with one (1) opportunity to cure the breach within a reasonable period of time. Should the University exercise its right to cancel the contract, the cancellation shall become effective on the date specified in the notice of cancellation sent to the contractor.

1.11.2 The University shall recover from the contractor all lost profits or, when lost profits cannot be determined with certainty, the University shall recover from the contractor an amount equal to the commission earned in the previous year's operation during the time period affected by the contractor's breach or failure to perform.

### **1.12 Subcontractors**

1.12.1 The contractor shall be responsible for the acts and performance of any subcontractor utilized to fulfill the contractual obligations. The contractor shall be solely responsible for payment to all subcontractors and suppliers.

1.12.2 All services provided for the contractor by a subcontractor shall be pursuant to an appropriate agreement between the contractor and subcontractor. Such agreement must contain provisions which preserve and protect the rights of the University and which require that services be performed in accordance with the requirements of the contract between the University and the contractor.

1.12.3 The contractor is advised that any proposed sub-contractual agreement shall be subject to review and approval by the University.

### **1.13 Contract Period**

The initial contract period shall begin on July 1, 2015 and shall continue through June 30, 2022.

## 2.0 Information For Offerors To Submit

### **PROPOSAL PREPARATION**

Offerors are asked to carefully follow instructions contained in this solicitation when preparing and submitting their proposals. The proposals should be thorough and detailed as possible, organized in the order in which the requirements are so that the University may properly evaluate the offeror's capability to provide the required services. Offerors shall include sufficient information to allow the University to thoroughly evaluate and score their proposals. Each responsive proposal submitted shall be evaluated by an evaluation committee.

INFORMATION FOR OFFERORS TO SUBMIT - GENERAL (JAN 2006): Offeror shall submit a signed Cover Page and Page Two. Offeror should submit all other information and documents requested in this RFP .

INFORMATION FOR OFFERORS TO SUBMIT - EVALUATION (JANUARY 2006): In addition to information requested elsewhere in this solicitation, offerors should submit the following information for purposes of evaluation:

**Offerors shall submit all information and documents required here or elsewhere in this solicitation. Offeror is to restate each item and provide their response to that item immediately thereafter.**

### **PROPOSAL CONTENTS**

**To be considered for award, all proposals should include, as a minimum, the following information. All information should be presented in the order listed. Offerors should restate each item below and provide their response to that item immediately thereafter.**

1. Commission Rate-. The offeror must provide a firm fixed percentage of total gross sales that it is willing to pay the University of South Carolina Upstate for the contract period as the basis for payment to the University.
2. Guaranteed Annual Commission Amount– Offerors are encouraged to offer a guaranteed annual commission and will be evaluated accordingly. If no guarantee is offered, no points will be awarded for this criteria.
3. Provide information relating to offeror's prior experience with accounts of comparable size. This should include information about similar contracts it currently holds with any State-supported colleges and universities of the size and scope of the University of South Carolina Upstate
4. List all products offered for vending at USC Upstate along with proposed pricing for each product. Include a product group with proposed prices that are healthy choice options.
5. Provide a description of the specific steps that will be taken under this contract to increase revenue realized in the snack vending program. Include time frames for accomplishing the steps as described as well as projected revenue increases based upon these steps.

## 3.0 Evaluation Criteria

3.1 Proposal Evaluation: Any contract award resulting from this request shall be made following the evaluation of all proposals which are responsive to the terms, conditions, and provisions of the Request for Proposal. The comparative assessment of the relative benefits and deficiencies of a proposal in relation to the published evaluation criteria will be made using both objective analysis and subjective judgment. The University will be the sole judge as to the acceptability, for our purposes, of any and all proposals. Proposals will be evaluated according to the evaluation criteria stated below. **These are listed in relative order of importance.**

### 3.1.1 Commission Rate Offered

3.1.2 Guaranteed Annual Commission

3.1.3 Prior Experience

3.1.4 Quality, Pricing and Number of Products Offered for vending including healthy snack options as well as proposed transition plan/services

3.1.5 Plan for Increasing Snack Vending Revenues



**USC SALKEHATCHIE**

**PRICING PAGE**

V. Commission Rate \_\_\_\_\_

VI. Optional Minimum annual guaranteed amount \_\_\_\_\_

\_\_\_\_\_

Signature of Authorized Agent

**USC SALKEHATCHIE**

**EXHIBIT B**

**PRIOR EXPERIENCE OF ACCOUNTS OF COMPARABLE SIZES**

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:



**USC SALKEHATCHIE**

**EXHIBIT D**

**PRODUCTS AND PRODUCT PRICING LIST**

List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign form certifying that proposed prices are comparable to those offered at other customer accounts in this region.

I hereby certify that the prices proposed for snack vending machines on the Salkehatchie Campus of the University of South Carolina are comparable to the prices charged at other accounts serviced by the company that I represent in the Southeast Region of the United States.

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Signature of Authorized Agent

## **EXHIBIT E**

### **OFFEROR'S DESCRIPTION OF VENDING ITEMS PLANNED FOR CAMPUS PROGRAM AND THE TRANSITION PLAN (SALKEHATCHIE)**

The Offeror should utilize this Exhibit (and may attach additional pages, if necessary) to provide a general description of the proposed transition plan to ensure a smooth transition to the contractor's operation or revised operation as required in this RFP. Offeror must list by type and number of machine any machines that are proposed to be installed that are in new, used or refurbished condition.

**EXHIBIT F**

**OFFEROR'S DESCRIPTION OF PLAN FOR INCREASING REVENUE (SALKEHATCHIE)**

The following steps will need to be taken in an effort to increase revenue from snack vending on campus:

Step 1: (Describe action here)

Time frame for accomplishing Step 1: (Indicate length of time and projected increase in revenue here)

Step 2: (Describe action here)

Time frame for accomplishing Step 2: (Indicate length of time and projected increase in revenue here)

Step 3: (Describe action here)

Time frame for accomplishing Step 3: (Indicate length of time and projected increase in revenue here)

REPEAT FORMAT AS NEEDED FOR ADDITIONAL STEPS

**USC-LANCASTER**

**USC LANCASTER**

It is the intent of the University of South Carolina Lancaster, located in Lancaster, South Carolina (hereafter referred to as University) to solicit proposals to engage the services of a qualified provider for snack vending services in accordance with all requirements stated herein. The objective of this request is to acquire an exclusive contract to provide snack vending services for the Lancaster Campus.

**VII. Background Information**

Established in 1959, USC Lancaster admits all students who show promise of academic success. Most of USCL's students are first generation college students from rural areas, small towns, and cities across the central Piedmont area of the Carolinas. Through a broad commitment to equity, an extensive scholarship and financial aid program, and a variety of weekday and evening course offerings, USC Lancaster seeks to make education accessible, affordable, and convenient to the residents of this area.

In 2000, USC Lancaster opened a \$10.7 million building, the James A. Bradley Arts and Sciences Building. In 2003, the campus completed another major building project with the expansion and renovation of Medford Library. In 2005, the campus opened the Carole Ray Dowling Center on newly acquired property adjacent to the campus. In 2013, the campus broke ground on a new classroom building, Founders Hall, to be opened in 2014.

A map of the campus can be found at <http://usclancaster.sc.edu/facilities/campusmap.htm>

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Fall 2014 Enrollment	1700 students
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Fall 2014 Employees	173 employees
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Full-time Faculty	57
Part-time Faculty	34
Permanent Staff and Administration	37
Temporary Staff	45

USC Lancaster does not have a current contract for snack vending and is interested in establishing a seven year contract for all types of snack vending. The University desires equipment in the following locations (1 each);

Hubbard Hall

Bradley Science Building

Founders Hall

Starr Hall

Medford Library

Gregory Health Center

**1.1 General Requirements**

1.1.1 The contractor shall provide **new, used or refurbished** automatic vending machines that are capable of accepting cash and coins as well as being equipped with readers allowing the use of the CarolinaCard (campus ID/debit card) where requested by the University. Any building constructed or renovated during the past 2 years or while this contract is in effect must be provided with brand new machines. Acceptable "like new" machines will be less than five (5) years old. Brand New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code. The contractor will also provide full servicing of the machines as more fully described below. After the contract is awarded, machines may be relocated to other places on campus if supported by usage projections from the successful vendor and if approved by the University. The locations that must initially provide equipment for student debit cards are indicated in Section 1.0 above. Additional card reading equipment must be provided at any other locations requested by the University within 30 days of a request being made as the University expands the use of the CarolinaCard on campus.

1.1.2 The contractor understands and agrees that vending machine services shall, at a minimum, include regular stocking, maintaining, servicing, repairing and/or replacing the required vending machines. Such services shall also include maintaining sanitation and cleanliness in the vending area related to the vending machine.

1.1.3 For purposes of the contract, "vending machine services" shall be defined to include healthy and regular snacks.

1.1.4 The contractor shall provide and pay for all labor, materials, equipment, maintenance, repair, insurance and any other expenses associated with the provision of vending machine services under the terms of the contract. In servicing and stocking the machines, the contractor will strictly adhere to all University policies and instructions concerning parking and building access. UNIVERSITY POLICIES STRICTLY FORBID VEHICLES FROM DRIVING ON CAMPUS OTHER THAN ON PAVED STREETS AND DRIVEWAYS THAT ARE MADE AVAILABLE TO VEHICULAR TRAFFIC. Repeated violations of driving and parking policies can result in substantial fines and/or breach of this contract.

1.1.4 The contractor shall perform all services to the sole satisfaction of the University.

## 1.2 Vending Machine Specifications and Requirements

1.2.1 During the term of the contract, the contractor shall remove and/or replace any vending machines which, in the opinion of the University, have deteriorated to the point that the machine is not mechanically able to provide reliable service, or where, in the opinion of the University, the exterior of the machine has so deteriorated as to have a poor aesthetic appearance.

1.2.2 If, in the opinion of the University, at any time during the contract period, circumstances warrant changes to the quantity, types and/or specifications of the vending machines, the contractor shall make the changes required by the University including the removal of, addition of, or other changes to vending machines. This shall include providing additional vending machines which may be required due to the expansion of the University into additional or new facilities and/or the expansion or renovation of existing facilities. The contractor shall only make such changes upon the approval of the University.

1.2.3 As vending machines are replaced by the contractor, the replacement vending machines must be **new, used or refurbished** and the latest in state-of-the-art technology. **Acceptable like new machines will be less than five (5) years old and any proposed use of these machines must be approved by the University prior to installation. New and updated equipment shall be listed as certified by the Automatic Merchandising Industry Health Code.** Any machines deemed by the University to be inadequate or unacceptable must be replaced by the contractor immediately upon request.



1.2.4 Any changes to vending machines (addition, relocation, replacement, removal) must be coordinated with the University whether or not a machine is equipped with a card reading device.

1.2.5 The contractor understands and agrees that the University shall not be liable in the event of loss, incident, destruction, theft, damage, etc., to any equipment provided and/or owned by the contractor. It shall be the contractor's sole responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

### **1.3 Vending CarolinaCard Readers**

1.3.1 The University's CarolinaCard currently uses the CBORD CSGold System that provides a single, integrated database and management system. The proposed snack vending machines must have the ability to interface with CBORD vending card readers and displays. The vending machines will have the capabilities to accept either cash, CarolinaCard or credit card purchases. These machines must be able to facilitate purchases by students, faculty, staff, and visitors holding a card and an active account. See 3.3.2 for specifications from CBORD for On-Line Vending.

1.3.2 The contractor shall be responsible for vending reader acquisition, installation, and repair costs incurred (1) to connect vending CarolinaCard readers to the University's CarolinaCard system and (2) to maintain the functionality of such readers throughout the effective period of the contract. The type of card reading kit that will be necessary will depend on the type of vending machine that will be used and on whether there are multiple prices for items in the machine. The University will work with the contractor to determine which machines will be equipped to accept the CarolinaCard or credit cards.

1.3.3 The contractor shall be responsible for installing vending CarolinaCard readers on vending machines as requested by the University in accordance with ADA standards and for removing CarolinaCard readers when repair and/or replacement is necessary. All activities related to the vending CarolinaCard card readers must be coordinated with the University's CarolinaCard Office.

1.3.4 If the contract is terminated prior to its normal expiration for a reason other than cause, the University will pay the vendor the unamortized amount of investment for the card reading equipment based on a straight line 7 year depreciation if the vendor does not choose to take the equipment to use at another account. If the University pays any part of the unamortized investment, it will then have title to that equipment and the vendor will relinquish it to the University prior to removing its vending machines from the campus.

1.3.5 The contractor shall be responsible for installing vending credit card readers on vending machines as requested by the University and for removing vending credit card readers when repair and/or replacement is necessary. All activities related to the credit card readers must be coordinated with the University's CarolinaCard Office.

1.3.6 There will be no additional fees for credit card transactions passed back to the University or the patron for using the credit card readers on the vending machines.

### **1.4 Product Specifications and Requirements**

1.4.1 The contractor must, at all times, maintain an ample and fresh stock of all products dispensed and sold in the vending machines.

1.4.2 The University shall have the exclusive right to select the various flavors or types of products to be vended. Products vended in the contractor's machines must be nationally advertised brand names of first quality. The contractor must offer a wide variety of "healthy alternatives" for placement as directed by the University in the vending machines to promote wellness among University faculty, staff and students. For

purposes of this solicitation, a wide variety is defined as at least 1/3 of the offerings in each machine. In certain buildings the requirement may be as great as 100%.

1.4.2.1 If required by the University, the contractor must remove products which do not, in the opinion of the University, meet the required criteria.

1.4.2.2 If required by the University, the contractor must furnish additional products in the vending machines as customer demands change and new products become available.

1.4.3 The contractor must mark and visibly display all perishable food products with an expiration date and must immediately replace all such products that have expired.

1.4.4 The contractor must provide a proposed price list along with the product choices offered in the proposal. These prices must be consistent with prices charged in the vending operations in the Spartanburg area or at other similar sized campuses in the Southeast region. After the contract is awarded, the prices agreed to in the contract will not be increased unless approved by the University after reviewing a written request for a price increase accompanied by documentation of the reason and need for the price increase. If the contractor or the University desires to add new items not included in the initial list, and if the prices will be higher than the comparable items already offered in the machine, the pricing must be approved by the University.

## **1.5 Personnel and Service Requirements**

1.5.1 The contractor must service and stock the vending machines according to a schedule which ensures that the vending machines do not become empty of any of the products or have products in them which have expired. The contractor must adjust the vending schedule as necessary to accommodate both slow traffic times and increased traffic times, based on the University's schedule, to maximize sales and minimize shrinkage.

1.5.2 The contractor must have trained competent repair persons available within forty-eight (48) hours to make repairs to the vending machines as needed. The contractor must provide a name and telephone number to serve as a central point of contact for the University in reporting service problems.

1.5.3 The contractor must provide trained, experienced route service/sales personnel to service the vending machines. Such personnel must have relevant knowledge, skills, and abilities to provide effective and efficient vending machine service.

1.5.4 All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. The contractor's employees must be courteous to all people encountered while on University premises.

1.5.5 While on University premises, the contractor's personnel must wear uniforms and have name badges or similar identification that distinguishes them as employees of the contractor. Contractor vehicles should also be clearly identifiable as belonging to the contractor, i.e., company name, logo, etc.

1.5.6 The contractor's personnel shall only be allowed access to student floors of the University's residence halls between the hours of 9:00 a.m. and 7:00 p.m. University employees may need to escort contract personnel in some residence halls.

1.5.7 The University will handle the refund process by issuing a credit to the CarolinaCard in all cases where the customer has a valid CarolinaCard. In those instances where there is no CarolinaCard available to credit, the refund will be made by the designated office in cash. In both cases, the amount either credited to the CarolinaCard or refunded in cash will be offset against the amount owed the contractor by the CarolinaCard Office for card sales when the next payment is made to the contractor. The University will post instructions for these refund procedures and/or reporting of malfunctions on each vending machine. The University must approve the notice outlining the refund procedures before they are posted on the machines.

1.5.8 The contractor must at all times keep the vending machines and adjacent areas as free from materials, debris and trash as is practicable. The contractor shall be responsible for promptly removing trash produced as a result of the services required by the contract and must maintain vending machines to meet standards of health and sanitation required by federal, city and/or state law or regulation. In addition, the contractor must maximize sanitation and cleanliness in the vending area and inside the vending machines.

1.5.9 University facilities are treated regularly to ensure a pest-free environment. However, the contractor shall be solely responsible for ensuring a pest-free environment inside all vending machines covered by the contract. The contractor must provide to the University on a regular basis, but not less than twice per contract year, documentation of the pest control measures employed by the contractor. Such documentation must be deemed acceptable by the University.

1.5.10 The contractor must have successfully performed at least two (2) vending contracts of a similar size to this contract in terms of numbers of machines and annual gross revenues for a period of two (2) years each. Information about these accounts including the number of vending machines and annual gross revenue and a contact person for references on the performance of the contract must be included in the proposal.

## **1.6 Temporary Suspension**

The contractor understands and agrees that the University shall not be responsible for any loss to the contractor due to the temporary suspension of one or more vending machines, regardless of the cause including, but not limited to, mechanical failure of equipment, power failure, weather conditions, force majeure, riots or civil commotion. The University shall also not be responsible for any loss for days the University is closed (University holidays, snow days, etc.).

## **1.7 Payment and Reporting Requirements**

1.7.1 Offerors are encouraged to provide a guaranteed minimum. The contractor understands and agrees that the **optional** guaranteed minimum annual amount shall be exclusive of any late payment fees and any other payment to the University required by the contract.

1.7.2 On a calendar month basis, the contractor shall return to the University a percentage commission of the total gross sales for all vending machines. The percentage of gross sales shall be that stated by the contractor on the Pricing Page. The contractor shall be responsible for sales tax and shall not deduct such from the commissions owed the University. **Commissions are paid on gross sales after taxes.**

1.7.2.1 The appropriate commission payment from cash and coin sales and credit card sales shall be in the form of an electronic transfer to a University account which number will be provided to the contractor prior to beginning the contract, and this amount shall be electronically transferred to the University on or before the fifteenth (15th) day of each month for vending sales during the preceding month.

1.7.2.2 The contractor shall understand and agree that the University will be financially damaged if it does not receive the appropriate commission payment within the time frame specified above. Therefore, the contractor shall pay damages to the University in the amount of one-half percent (½%) per day of the total commission payment due for the reporting period. Such damages shall be payable for each day that the commission payment is late.

1.7.3 The contractor must include with the monthly commission payment a detailed report of sales by vending machine, to include the breakdown of cash sales, CarolinaCard sales and credit card sales for each machine for the reporting period. The report must be emailed to the University at an address to be provided in the contract. The format of such report must be approved by the University.

1.7.3.1 CarolinaCard sales will be tracked by the CarolinaCard Office. The University will reimburse the contractor for the amount of such sales on a monthly basis, less the applicable commission payment owed the University and any refund amounts that have been issued.

1.7.3.2 All commission payments made to the University, including those associated with CarolinaCard sales, shall be combined in calculating the total amount paid to the University for each contract year.

1.7.4 The contractor must provide to the University at least once per contract year a report detailing vending sales by product. The format of such report must be approved by the University.

1.7.5 The contractor must use generally accepted accounting principles as promulgated by the Financial Accounting Standards Board (FASB).

1.7.6 If the total amount paid to the University as a percentage of gross sales for each contract year, beginning July 1, 2015, is less than the guaranteed minimum annual amount specified in the contractor's proposal, the contractor must promptly remit to the University the difference between the amount actually paid and the guaranteed minimum annual amount. Such payment shall be due on July 15th of each contract year after the first full year.

1.7.7 Any required payment or amount that is quoted on an annual basis shall be prorated according to the applicable number of months, if less than a full 12-month period.

## **1.8 Inspection and Audit Requirements**

1.8.1 The contractor shall agree that on any business day the University may request that the contractor, or one of the contractor's representatives, appear at a specified location and open any or all vending machines and permit the University and/or its designee to count and determine the amount of money in any or all vending machines. The University will give a minimum of four (4) hours notice of each such inspection.

1.8.2 The contractor shall agree that the University and/or its designee may audit, examine, and copy any and all books, records, and information relating to the operation of the vending machines at the University. The contractor shall keep and maintain all records for a minimum of five (5) years following contract expiration/termination/cancellation, or until audited by the University, whichever occurs first.

## **1.9 Contractor Relationship**

1.9.1 The relationship of the contractor to the University shall be that of an independent contractor, and nothing contained herein shall be construed to create an agency relationship on the part of the contractor.

1.9.2 Any and all employees of the contractor, while engaged in the performance of any work or services required by the contract, shall not be considered employees of either the University or the State of South Carolina.

1.9.3 The contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, worker's compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save, and hold the University, its agents and employees, harmless from and against any and all loss, cost (including attorney fees), and damage of any kind related to such matters.

1.9.4 The contractor shall be responsible for the acts and omissions of all the contractor's employees, subcontractors, subcontractor's employees, agents, agent's employees and all other persons providing service or supplies associated with the contract.

1.9.5 Personnel issues associated with the contractor's employees shall be the contractor's sole responsibility. The contractor must comply with all applicable governmental regulations related to the employment and payment of the contractor's employees.

1.9.6 The contractor understands and agrees that the University shall have no direct control over employees of the contractor. Any provision for such control shall be exercised only through the contractor or the contractor's designated representative.

#### **1.10 Performance Reviews**

The contractor understands and agrees that the University shall have the right to administer performance reviews on the services provided by the contractor. These reviews may be in the form of spot checks by University personnel or a survey format completed by patrons. If a performance review indicates a lack of satisfaction by University personnel or patrons, the contractor must promptly take action to improve performance and increase satisfaction to a level acceptable to the University. Failure to do so may result in termination of the contract.

#### **1.11 Cancellation Rights and Requirements**

The contractor shall agree that any breach of contract duties or failure by the contractor to perform contract duties as set forth herein shall entitle the University to perform either or both of the following, as deemed in its best interests.

1.11.1 The University may cancel the contract by providing the contractor with a written notice of such cancellation. Prior to issuing such a notice, if appropriate, the University shall provide the contractor with one (1) opportunity to cure the breach within a reasonable period of time. Should the University exercise its right to cancel the contract, the cancellation shall become effective on the date specified in the notice of cancellation sent to the contractor.

1.11.2 The University shall recover from the contractor all lost profits or, when lost profits cannot be determined with certainty, the University shall recover from the contractor an amount equal to the commission earned in the previous year's operation during the time period affected by the contractor's breach or failure to perform.

#### **1.12 Subcontractors**

1.12.1 The contractor shall be responsible for the acts and performance of any subcontractor utilized to fulfill the contractual obligations. The contractor shall be solely responsible for payment to all subcontractors and suppliers.

1.12.2 All services provided for the contractor by a subcontractor shall be pursuant to an appropriate agreement between the contractor and subcontractor. Such agreement must contain provisions which preserve and protect the rights of the University and which require that services be performed in accordance with the requirements of the contract between the University and the contractor.

1.12.3 The contractor is advised that any proposed sub-contractual agreement shall be subject to review and approval by the University.

#### **1.13 Contract Period**

The initial contract period shall begin on July 1, 2015 and shall continue through June 30, 2022.

## 2.0 Information For Offerors To Submit

### PROPOSAL PREPARATION

Offerors are asked to carefully follow instructions contained in this solicitation when preparing and submitting their proposals. The proposals should be thorough and detailed as possible, organized in the order in which the requirements are so that the University may properly evaluate the offeror's capability to provide the required services. Offerors shall include sufficient information to allow the University to thoroughly evaluate and score their proposals. Each responsive proposal submitted shall be evaluated by an evaluation committee.

INFORMATION FOR OFFERORS TO SUBMIT - GENERAL (JAN 2006): Offeror shall submit a signed Cover Page and Page Two. Offeror should submit all other information and documents requested in this RFP .

INFORMATION FOR OFFERORS TO SUBMIT - EVALUATION (JANUARY 2006): In addition to information requested elsewhere in this solicitation, offerors should submit the following information for purposes of evaluation:

**Offerors shall submit all information and documents required here or elsewhere in this solicitation. Offeror is to restate each item and provide their response to that item immediately thereafter.**

### PROPOSAL CONTENTS

**To be considered for award, all proposals should include, as a minimum, the following information. All information should be presented in the order listed. Offerors should restate each item below and provide their response to that item immediately thereafter.**

1. Commission Rate-. The offeror must provide a firm fixed percentage of total gross sales that it is willing to pay the University of South Carolina Upstate for the contract period as the basis for payment to the University.
2. Guaranteed Annual Commission Amount– Offerors are encouraged to offer a guaranteed annual commission and will be evaluated accordingly. If no guarantee is offered, no points will be awarded for this criteria.
3. Provide information relating to offeror's prior experience with accounts of comparable size. This should include information about similar contracts it currently holds with any State-supported colleges and universities of the size and scope of the University of South Carolina Upstate
4. List all products offered for vending at USC Upstate along with proposed pricing for each product. Include a product group with proposed prices that are healthy choice options.
5. Provide a description of the specific steps that will be taken under this contract to increase revenue realized in the snack vending program. Include time frames for accomplishing the steps as described as well as projected revenue increases based upon these steps.

### **3.0 Evaluation Criteria**

3.1 Proposal Evaluation: Any contract award resulting from this request shall be made following the evaluation of all proposals which are responsive to the terms, conditions, and provisions of the Request for Proposal. The comparative assessment of the relative benefits and deficiencies of a proposal in relation to the published evaluation criteria will be made using both objective analysis and subjective judgment. The University will be the sole judge as to the acceptability, for our purposes, of any and all proposals. Proposals will be evaluated according to the evaluation criteria stated below. **These are listed in relative order of importance.**

3.1.1 Commission Rate Offered

3.1.2 Guaranteed Annual Commission

3.1.3 Prior Experience

3.1.4 Quality, Pricing and Number of Products Offered for vending including healthy snack options as well as proposed transition plan/services

3.1.5 Plan for Increasing Snack Vending Revenues

3.1.5 Any enhancements beyond the stated requirements

**USC LANCASTER**

**PRICING PAGE**

VIII. Commission Rate \_\_\_\_\_

IX. Optional Minimum annual guaranteed amount \_\_\_\_\_

\_\_\_\_\_

Signature of Authorized Agent



**USC LANCASTER**

**EXHIBIT B**

**PRIOR EXPERIENCE OF ACCOUNTS OF COMPARABLE SIZES**

1. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:

2. Prior Services Performed for:

Company Name:

Address:

Contact Name:

Telephone Number:

Description of Prior Services:

(1) Business environment in which machines are located

(2) Number and type of vending machines

(3) Annual gross revenues

(4) Number of potential customers in areas served my vending machines (for educational environments, indicate the number of students as well as faculty/staff on campus served.

Length of time that service has been provided:



**USC LANCASTER**

**EXHIBIT D**

**PRODUCTS AND PRODUCT PRICING LIST**

List all products offered for vending at USC along with proposed pricing for each product. List a product group with proposed prices that are healthy choices. Sign form certifying that proposed prices are comparable to those offered at other customer accounts in this region.

I hereby certify that the prices proposed for snack vending machines on the Lancaster Campus of the University of South Carolina are comparable to the prices charged at other accounts serviced by the company that I represent in the Southeast Region of the United States.

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Signature of Authorized Agent

**EXHIBIT E**

**OFFEROR'S DESCRIPTION OF VENDING ITEMS PLANNED FOR CAMPUS PROGRAM AND THE TRANSITION PLAN  
(LANCASTER)**

The Offeror should utilize this Exhibit (and may attach additional pages, if necessary) to provide a general description of the proposed transition plan to ensure a smooth transition to the contractor's operation or revised operation as required in this RFP. Offeror must list by type and number of machine any machines that are proposed to be installed that are in new, used or refurbished condition.

**EXHIBIT F**

**OFFEROR'S DESCRIPTION OF PLAN FOR INCREASING REVENUE (LANCASTER)**

The following steps will need to be taken in an effort to increase revenue from snack vending on campus:

Step 1: (Describe action here)

Time frame for accomplishing Step 1: (Indicate length of time and projected increase in revenue here)

Step 2: (Describe action here)

Time frame for accomplishing Step 2: (Indicate length of time and projected increase in revenue here)

Step 3: (Describe action here)

Time frame for accomplishing Step 3: (Indicate length of time and projected increase in revenue here)

REPEAT FORMAT AS NEEDED FOR ADDITIONAL STEPS

**IMPORTANT TAX NOTICE - NONRESIDENTS ONLY**

Withholding Requirements for Payments to Nonresidents: Section 12-8-550 of the South Carolina Code of Laws requires persons hiring or contracting with a nonresident conducting a business or performing personal services of a temporary nature within South Carolina to withhold 2% of each payment made to the nonresident. The withholding requirement does not apply to (1) payments on purchase orders for tangible personal property when the payments are not accompanied by services to be performed in South Carolina, (2) nonresidents who are not conducting business in South Carolina, (3) nonresidents for contracts that do not exceed \$10,000 in a calendar year, or (4) payments to a nonresident who (a) registers with either the S.C. Department of Revenue or the S.C. Secretary of State and (b) submits a Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to the person letting the contract.

The withholding requirement applies to every governmental entity that uses a contract ("Using Entity"). Nonresidents should submit a separate copy of the Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to every Using Entity that makes payment to the nonresident pursuant to this solicitation. Once submitted, an affidavit is valid for all contracts between the nonresident and the Using Entity, unless the Using Entity receives notice from the Department of Revenue that the exemption from withholding has been revoked.

-----  
Section 12-8-540 requires persons making payment to a nonresident taxpayer of rentals or royalties at a rate of \$1,200.00 or more a year for the use of or for the privilege of using property in South Carolina to withhold 7% of the total of each payment made to a nonresident taxpayer who is not a corporation and 5% if the payment is made to a corporation. Contact the Department of Revenue for any applicable exceptions.

-----  
For information about other withholding requirements (e.g., employee withholding), contact the Withholding Section at the South Carolina Department of Revenue at 803-898-5383 or visit the Department's website at [www.sctax.org](http://www.sctax.org).

-----  
This notice is for informational purposes only. This agency does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-898-5383.



STATE OF SOUTH CAROLINA  
 DEPARTMENT OF REVENUE  
**NONRESIDENT TAXPAYER  
 REGISTRATION AFFIDAVIT  
 INCOME TAX WITHHOLDING**

**I-312**  
 (Rev. 5/7/04)  
 3323

**The undersigned nonresident taxpayer on oath, being first duly sworn, hereby certifies as follows:**

- 1. Name of Nonresident Taxpayer: \_\_\_\_\_
- 2. Trade Name, if applicable (Doing Business As): \_\_\_\_\_
- 3. Mailing Address: \_\_\_\_\_
- 4. Federal Identification Number: \_\_\_\_\_
- 5. Hiring or Contracting with: \_\_\_\_\_
- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- Receiving Rentals or Royalties From: \_\_\_\_\_
- Name: \_\_\_\_\_
- Address: \_\_\_\_\_
- Beneficiary of Trusts and Estates: \_\_\_\_\_
- Name: \_\_\_\_\_
- Address: \_\_\_\_\_

6. I hereby certify that the above named nonresident taxpayer is currently registered with  
**(check the appropriate box):**

- The South Carolina Secretary of State or
- The South Carolina Department of Revenue

Date of Registration: \_\_\_\_\_

7. I understand that by this registration, the above named nonresident taxpayer has agreed to be subject to the jurisdiction of the South Carolina Department of Revenue and the courts of South Carolina to determine its South Carolina tax liability, including estimated taxes, together with any related interest and penalties.

8. I understand the South Carolina Department of Revenue may revoke the withholding exemption granted under Code Sections 12-8-540 (rentals), 12-8-550 (temporarily doing business or professional services in South Carolina), and 12-8-570 (distributions to nonresident beneficiary by trusts or estates) at any time it determines that the above named nonresident taxpayer is not cooperating with the Department in the determination of its correct South Carolina tax liability.

The undersigned understands that any false statement contained herein could be punished by fine, imprisonment or both.

Recognizing that I am subject to the criminal penalties under Code Section 12-54-44 (B) (6) (a) (i), I declare that I have examined this affidavit and to the best of my knowledge and belief, it is true, correct and complete.

\_\_\_\_\_  
 Signature of Nonresident Taxpayer (Owner, Partner or Corporate Officer, when relevant) (Seal) \_\_\_\_\_  
 Date

If Corporate officer state title:

\_\_\_\_\_  
 (Name - Please Print)

**Mail to:** The company or individual you are contracting with.

# OFFEROR'S CHECKLIST

## *AVOID COMMON BID/PROPOSAL MISTAKES*

Review this checklist prior to submitting your bid/proposal.  
If you fail to follow this checklist, you risk having your bid/proposal rejected.

- DO NOT INCLUDE ANY OF YOUR STANDARD CONTRACT FORMS!
- UNLESS EXPRESSLY REQUIRED, DO NOT INCLUDE ANY ADDITIONAL BOILERPLATE CONTRACT CLAUSES.
- REREAD YOUR ENTIRE BID/PROPOSAL TO MAKE SURE YOUR BID/PROPOSAL DOES NOT TAKE EXCEPTION TO ANY OF THE STATE'S MANDATORY REQUIREMENTS.
- MAKE SURE YOU HAVE PROPERLY MARKED ALL PROTECTED, CONFIDENTIAL, OR TRADE SECRET INFORMATION IN ACCORDANCE WITH THE INSTRUCTIONS ENTITLED: SUBMITTING CONFIDENTIAL INFORMATION. ***DO NOT MARK YOUR ENTIRE BID/PROPOSAL AS CONFIDENTIAL, TRADE SECRET, OR PROTECTED! DO NOT INCLUDE A LEGEND ON THE COVER STATING THAT YOUR ENTIRE RESPONSE IS NOT TO BE RELEASED!***
- HAVE YOU PROPERLY ACKNOWLEDGED ALL AMENDMENTS? INSTRUCTIONS REGARDING HOW TO ACKNOWLEDGE AN AMENDMENT SHOULD APPEAR IN ALL AMENDMENTS ISSUED.
- MAKE SURE YOUR BID/PROPOSAL INCLUDES A COPY OF THE SOLICITATION COVER PAGE. MAKE SURE THE COVER PAGE IS SIGNED BY A PERSON THAT IS AUTHORIZED TO CONTRACTUALLY BIND YOUR BUSINESS.
- MAKE SURE YOUR BID/PROPOSAL INCLUDES THE NUMBER OF COPIES REQUESTED.
- CHECK TO ENSURE YOUR BID/PROPOSAL INCLUDES EVERYTHING REQUESTED!
- IF YOU HAVE CONCERNS ABOUT THE SOLICITATION, DO NOT RAISE THOSE CONCERNS IN YOUR RESPONSE! **AFTER OPENING, IT IS TOO LATE! IF THIS SOLICITATION INCLUDES A PRE-BID/PROPOSAL CONFERENCE OR A QUESTION & ANSWER PERIOD, RAISE YOUR QUESTIONS AS A PART OF THAT PROCESS!** PLEASE SEE INSTRUCTIONS UNDER THE HEADING "SUBMISSION OF QUESTIONS" AND ANY PROVISIONS REGARDING PRE-BID/PROPOSAL CONFERENCES.

This checklist is included only as a reminder to help offerors avoid common mistakes.  
Responsiveness will be evaluated against the solicitation, ***not*** against this checklist.  
You do not need to return this checklist with your response.



## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Selection Capacity	Vendor Dimension	Credit Card	Account	Cash Only
Barnwell Snack Lounge BR-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Barnwell Snack Lounge BR-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Business Admin Snack Bmt BA-10	Removed	Removed		Cash	
Business Admin Snack Bmt BA-10	Removed	Removed		CarolinaCash	
BA Water 5-flr BA-13	Removed	Removed		Cash	
BA Water 5-flr BA-13	Removed	Removed		CarolinaCash	
Coliseum Water COL-12	6 selectiions	72" H x 38" W x 31" D		Cash	
Coliseum Water COL-12	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
Currell Snack 2-flr CU-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		Cash	
Currell Snack 2-flr CU-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		CarolinaCash	
DMSB Snack RM306 DMSB-12	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		Cash	
DMSB Snack RM306 DMSB-12	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		CarolinaCash	
Eng 300 Main Snack 300M-03	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Eng 300 Main Snack 300M-03	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
UTS Snack 3-flr CSER-04	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
UTS Snack 3-flr CSER-04	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
JW Humanities Snack JWHU-02	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		Cash	
JW Humanities Snack JWHU-02	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		CarolinaCash	
LeConte Snack 1-flr LC-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		Cash	
LeConte Snack 1-flr LC-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Jones Physical Sci Snck PSC-03	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Jones Physical Sci Snck PSC-03	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Health Science Snack HESC-03	Removed	Removed		Cash	
Health Science Snack HESC-03	Removed	Removed		CarolinaCash	
Sims Snack main SIMS-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Sims Snack main SIMS-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
South Tower Snack Bsmt SBT-08	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		Cash	
South Tower Snack Bsmt SBT-08	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		CarolinaCash	
Jones Physical Sci H20 PSC-02	6 selectiions	72" H x 38" W x 31" D		Cash	
Jones Physical Sci H20 PSC-02	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
Swearingen Snack SWGN-06	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Swearingen Snack SWGN-06	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Wardlaw Snack 2-flr WD-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Wardlaw Snack 2-flr WD-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Bates H Snack Lounge BATE-15	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Bates H Snack Lounge BATE-15	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Selection Capacity	Vendor Dimension	Credit Card	Account	Cash Only
Blatt PE Center Water BPEC-06	6 selectiions	72" H x 38" W x 31" D		Cash	
Blatt PE Center Water BPEC-06	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
Capstone Snack main CAPS-13	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Capstone Snack main CAPS-13	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Coker Snack Lounge CLS-08	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Coker Snack Lounge CLS-08	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Coker Snack Lounge CLS-09	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
Coker Snack Lounge CLS-09	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Columbia Hall Snack COLH-09	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Columbia Hall Snack COLH-09	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
GRSC snack GRSC- 02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
GRSC snack GRSC- 02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Eng 300 Main Snack 300M-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Eng 300 Main Snack 300M-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Maxcy Snack 1st Floor MAX-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
Maxcy Snack 1st Floor MAX-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Music Snack MUSB-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Music Snack MUSB-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
WB Nursing Snack 1-flr WMBB-05	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
WB Nursing Snack 1-flr WMBB-05	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Patterson Hall Snack 1st PH-09	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
Patterson Hall Snack 1st PH-09	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Preston Snack Canteen PRT-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Preston Snack Canteen PRT-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Roost Snack RDOR-05	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Roost Snack RDOR-05	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Russell House BsmSnack RH DU-06	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Russell House BsmSnack RH DU-06	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Sumwalt Snack SUM-05	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
Sumwalt Snack SUM-05	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
TCL Snack Main LIBR-11	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
TCL Snack Main LIBR-11	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Strom Water in front	6 selectiions	72" H x 38" W x 31" D		Cash	
Strom Water in front	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
Bates West Main Snack BAWT-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Bates West Main Snack BAWT-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Selection Capacity	Vendor Dimension	Credit Card	Account	Cash Only
Blatt PE lobby Snack BPEC-05	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
Blatt PE lobby Snack BPEC-05	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Coliseum Snack 2-flr COL-11	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Coliseum Snack 2-flr COL-11	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Gambrell Snack GAMB-10	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Gambrell Snack GAMB-10	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Bates Bus Stop Water	Removed	Removed		Cash	
Bates Bus Stop Water	Removed	Removed		CarolinaCash	
McMaster Snack MM-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
McMaster Snack MM-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
McClintock Snack lobby MCLT-03	Removed	Removed		Cash	
McClintock Snack lobby MCLT-03	Removed	Removed		CarolinaCash	
Coliseum Basement Snack	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Coliseum Basement Snack	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Law School Snack 1-flr LAWC-08	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Law School Snack 1-flr LAWC-08	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
UTS Snack 1-flr CSER-05	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
UTS Snack 1-flr CSER-05	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
ROTC Snack lounge ROTC-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
ROTC Snack lounge ROTC-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Music Water Machine MUSB-06	6 selectiions	72" H x 38" W x 31" D		Cash	
Music Water Machine MUSB-06	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
TCL Snack Main LIBR-16	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
TCL Snack Main LIBR-16	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
TCL Snack 5th flr LIBR-17	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
TCL Snack 5th flr LIBR-17	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Swearingen Snack SWGN-07	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Swearingen Snack SWGN-07	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Public Health Snack PHRC-01	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Public Health Snack PHRC-01	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Wade Hampton	Removed	Removed		Cash	
Wade Hampton	Removed	Removed		CarolinaCash	
Band Snack main level Band-01	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
Band Snack main level Band-01	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
Honors Water canteen HON-01	6 selectiions	72" H x 38" W x 31" D		Cash	
Honors Water canteen HON-01	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Selection Capacity	Vendor Dimension	Credit Card	Account	Cash Only
Honors Snack canteen HON-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Honors Snack canteen HON-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
UTS Annex snack CMCT-03	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
UTS Annex snack CMCT-03	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Pendleton Garage Water	6 selectiions	72" H x 38" W x 31" D		Cash	
Pendleton Garage Water	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
Visitors Center main fl McK-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Visitors Center main fl McK-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
Booker T.Snack BTWA-02	20 bag or pastry / 20 Candy	H 72 – W 38 – D35 1/4		Cash	
Booker T.Snack BTWA-02	20 bag or pastry / 20 Candy	H 72 – W 38 – D35 1/4		CarolinaCash	
Bates West Water BAWT-06	6 selectiions	72" H x 38" W x 31" D		Cash	
Bates West Water BAWT-06	6 selectiions	72" H x 38" W x 31" D		CarolinaCash	
Petigru Snack Petg-03	20 bag or pastry / 20 Candy	H 72 – W 38 – D35 1/4		Cash	
Petigru Snack Petg-03	20 bag or pastry / 20 Candy	H 72 – W 38 – D35 1/4		CarolinaCash	
Discovery Building 1 Snack DIS1-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Discovery Building 1 Snack DIS1-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		CarolinaCash	
East Quad main level Snack EQDD-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	
East Quad main level Snack EQDD-03	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		CarolinaCash	
DMSB Snack 1st Flr DMSB-15	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		Cash	
DMSB Snack 1st Flr DMSB-15	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		CarolinaCash	
DMSB Snack 1st Flr DMSB-13	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		Cash	
DMSB Snack 1st Flr DMSB-13	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		CarolinaCash	
DMSB Snack RM 484 DMSB-08	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		Cash	
DMSB Snack RM 484 DMSB-08	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		CarolinaCash	
DMSB Snack RM 349 DMSB-03	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		Cash	
DMSB Snack RM 349 DMSB-03	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		CarolinaCash	
DMSB Snack RM442 DMSB-05	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		Cash	
DMSB Snack RM442 DMSB-05	16 bag or pastry / 16 Candy	H 72 – W 33 – D35		CarolinaCash	
DMSB Snack 2nd Flr DMSB-11	30 bag or pastry / 24 Candy	H 72 – W 44 – D35		Cash	
DMSB Snack 2nd Flr DMSB-11	30 bag or pastry / 24 Candy	H 72 – W 44 – D35		CarolinaCash	
Pearle Lab Snack 720C-02	Removed	Removed		Cash	yes
Rice Coach's Support Building SnackRAC-01	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	yes
Engineering Swearingen Food SWGN-09	N/A	N/A		Cash	yes
School of Medicine (VA) Bldg 4 SnackVA-01	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	yes
School of Medicine (VA) Bldg 4 Coffee VA-08	6 selectiions	' H 72 – W 28 – D24		Cash	yes
Benson BENS-02	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D35		Cash	yes

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Selection Capacity	Vendor Dimension	Credit Card	Account	Cash Only
Osborne ADMN-02	16 bag or pastry / 16 Candy	H 72 – W 33.5 – D27 5/8		Cash	yes
Business Admin Snack BA-18	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35	Y	Credit Card	
Business Admin Snack BA-18	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Bull Street BSPG-05	Removed	Removed		Cash	yes
15 Medical Park Snack CEB-01	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	yes
Maint Facilities Snack FACC-04	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	yes
1600 Hampton St HS-09	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35	Y	Credit Card	
1600 Hampton St HS-09	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	
Horizon 1 Building Snack HZN1-02	20 bag or pastry / 20 Candy	H 72 – W 38 7/8 – D35		Cash	yes
Koger Center Snack KOGE-02	8 selections	H 21 – W 30.5 – D22.5		Cash	yes

Cash Totals				Cash Total	
CarolinaCard Totals				CarolinaCard Total	
Cash Totals				Credit Card Total	
Total of Both				Total	

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Fiscal YTD Jan'13 to Jun'13
Barnwell Snack Lounge BR-04	\$123.45	\$188.50	\$168.25	\$184.75	\$121.00	\$85.00	\$870.95
Barnwell Snack Lounge BR-04	\$38.75	\$93.50	\$61.25	\$63.00	\$28.25	\$32.00	\$316.75
Business Admin Snack Bmt BA-10	\$430.75	\$693.70	\$610.75	\$616.75	\$363.80	\$349.50	\$3,065.25
Business Admin Snack Bmt BA-10	\$505.25	\$862.30	\$570.00	\$917.75	\$326.70	\$193.50	\$3,375.50
BA Water 5-flr BA-13	\$73.00	\$88.00	\$72.00	\$97.00	\$37.00	\$41.00	\$408.00
BA Water 5-flr BA-13	\$76.00	\$118.00	\$103.00	\$136.00	\$43.00	\$30.00	\$506.00
Coliseum Water COL-12	\$57.00	\$102.00	\$82.00	\$111.00	\$43.00	\$55.25	\$450.25
Coliseum Water COL-12	\$157.00	\$295.00	\$210.00	\$280.00	\$34.00	\$41.00	\$1,017.00
Currell Snack 2-flr CU-03	\$53.75	\$112.25	\$80.75	\$92.50	\$57.25	\$52.50	\$449.00
Currell Snack 2-flr CU-03	\$92.00	\$174.00	\$123.75	\$173.00	\$44.50	\$33.75	\$641.00
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Eng 300 Main Snack 300M-03	\$194.50	\$190.25	\$206.75	\$337.30	\$129.50	\$102.00	\$1,160.30
Eng 300 Main Snack 300M-03	\$218.00	\$312.50	\$133.75	\$216.70	\$72.25	\$28.50	\$981.70
UTS Snack 3-flr CSER-04	\$136.75	\$148.75	\$159.50	\$152.00	\$172.00	\$175.75	\$944.75
UTS Snack 3-flr CSER-04	\$104.50	\$94.50	\$80.50	\$74.50	\$80.50	\$82.75	\$517.25
JW Humanities Snack JWHU-02	\$450.50	\$580.10	\$547.65	\$639.10	\$321.20	\$248.50	\$2,787.05
JW Humanities Snack JWHU-02	\$481.50	\$920.65	\$758.35	\$880.65	\$174.55	\$77.75	\$3,293.45
LeConte Snack 1-flr LC-03	\$135.75	\$234.10	\$190.25	\$170.35	\$109.50	\$129.75	\$969.70
LeConte Snack 1-flr LC-03	\$188.50	\$347.65	\$247.75	\$331.65	\$58.75	\$69.75	\$1,244.05
Jones Physical Sci Snck PSC-03	\$177.00	\$324.75	\$280.25	\$260.70	\$37.50	\$60.55	\$1,140.75
Jones Physical Sci Snck PSC-03	\$349.50	\$662.00	\$530.25	\$424.05	\$30.00	\$173.30	\$2,169.10
Health Science Snack HESC-03	\$161.05	\$180.25	\$170.00	\$201.20	\$142.00	\$152.25	\$1,006.75
Health Science Snack HESC-03	\$68.25	\$128.00	\$83.00	\$141.80	\$31.25	\$79.75	\$532.05
Sims Snack main SIMS-04	\$39.85	\$45.15	\$72.25	\$123.00	\$40.75	\$0.00	\$321.00
Sims Snack main SIMS-04	\$237.75	\$309.00	\$308.75	\$456.25	\$82.50	\$0.00	\$1,394.25
South Tower Snack Bsmt SBT-08	\$155.70	\$122.10	\$179.25	\$258.25	\$23.00	\$114.00	\$852.30
South Tower Snack Bsmt SBT-08	\$509.30	\$839.90	\$756.50	\$1,091.50	\$219.50	\$0.00	\$3,416.70
Jones Physical Sci H20 PSC-02	\$82.00	\$47.00	\$20.00	\$40.00	\$29.00	\$73.00	\$291.00
Jones Physical Sci H20 PSC-02	\$159.00	\$224.00	\$191.00	\$298.00	\$24.00	\$96.00	\$992.00
Swearingen Snack SWGN-06	\$156.25	\$253.50	\$326.75	\$295.10	\$181.85	\$142.75	\$1,356.20
Swearingen Snack SWGN-06	\$328.25	\$544.75	\$454.25	\$531.40	\$157.15	\$112.25	\$2,128.05
Wardlaw Snack 2-flr WD-04	\$265.75	\$369.00	\$313.20	\$442.75	\$176.60	\$258.00	\$1,825.30
Wardlaw Snack 2-flr WD-04	\$221.75	\$340.00	\$226.80	\$332.00	\$96.40	\$143.00	\$1,359.95
Bates H Snack Lounge BATE-15	\$242.45	\$318.50	\$380.00	\$426.20	\$210.25	\$263.75	\$1,841.15
Bates H Snack Lounge BATE-15	\$1,341.00	\$2,070.25	\$1,644.75	\$2,503.30	\$544.50	\$2.50	\$8,106.30

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Fiscal YTD Jan'13 to Jun'13
Blatt PE Center Water BPEC-06	\$44.00	\$32.00	\$25.00	\$55.00	\$14.00	\$46.00	\$216.00
Blatt PE Center Water BPEC-06	\$159.00	\$170.00	\$129.00	\$271.00	\$34.00	\$28.00	\$791.00
Capstone Snack main CAPS-13	\$33.25	\$52.00	\$66.30	\$61.20	\$50.10	\$28.50	\$291.35
Capstone Snack main CAPS-13	\$820.00	\$1,241.25	\$1,180.45	\$1,454.30	\$442.50	\$51.00	\$5,189.50
Coker Snack Lounge CLS-08	\$320.25	\$495.90	\$533.25	\$638.15	\$276.25	\$357.75	\$2,621.55
Coker Snack Lounge CLS-08	\$0.00	\$746.35	\$786.75	\$1,003.85	\$144.25	\$133.25	\$2,814.45
Coker Snack Lounge CLS-09	\$296.25	\$568.50	\$520.00	\$519.35	\$186.50	\$250.50	\$2,341.10
Coker Snack Lounge CLS-09	\$799.50	\$1,102.00	\$674.00	\$548.40	\$95.75	\$95.00	\$3,314.65
Columbia Hall Snack COLH-09	\$57.00	\$85.50	\$146.20	\$263.80	\$119.30	\$105.75	\$777.55
Columbia Hall Snack COLH-09	\$837.50	\$1,351.00	\$1,264.00	\$1,984.25	\$479.70	\$0.00	\$5,916.45
GRSC snack GRSC- 02	\$167.25	\$150.25	\$205.75	\$175.50	\$200.00	\$203.20	\$1,101.95
GRSC snack GRSC- 02	\$30.00	\$75.50	\$57.25	\$82.50	\$63.50	\$60.55	\$369.30
Eng 300 Main Snack 300M-04	\$192.75	\$252.00	\$256.00	\$282.90	\$143.10	\$104.00	\$1,230.75
Eng 300 Main Snack 300M-04	(\$1.00)	\$3.50	\$298.50	\$356.35	\$124.65	\$37.75	\$819.75
Maxcy Snack 1st Floor MAX-03	\$117.50	\$139.85	\$146.75	\$196.25	\$112.10	\$147.50	\$859.95
Maxcy Snack 1st Floor MAX-03	\$312.00	\$570.90	\$471.50	\$665.00	\$150.15	\$0.00	\$2,169.55
Music Snack MUSB-04	\$467.00	\$485.00	\$592.45	\$654.00	\$241.25	\$170.50	\$2,610.20
Music Snack MUSB-04	\$523.25	\$936.25	\$669.80	\$771.25	\$123.00	\$59.25	\$3,082.80
WB Nursing Snack 1-flr WMBB-05	\$305.25	\$445.00	\$527.35	\$503.00	\$216.60	\$192.50	\$2,189.70
WB Nursing Snack 1-flr WMBB-05	\$297.25	\$558.50	\$558.40	\$573.00	\$86.40	\$57.50	\$2,131.05
Patterson Hall Snack 1st PH-09	\$204.50	\$258.40	\$261.75	\$450.50	\$354.60	\$270.00	\$1,799.75
Patterson Hall Snack 1st PH-09	\$650.25	\$1,305.35	\$1,092.75	\$1,603.75	\$392.40	\$73.75	\$5,118.25
Preston Snack Canteen PRT-02	\$133.75	\$137.00	\$171.75	\$216.75	\$136.00	\$96.75	\$892.00
Preston Snack Canteen PRT-02	\$458.00	\$716.50	\$568.50	\$604.00	\$153.75	\$0.00	\$2,500.75
Roost Snack RDOR-05	\$23.25	\$0.00	\$57.50	\$6.85	\$15.25	\$7.80	\$110.65
Roost Snack RDOR-05	\$117.50	\$269.25	\$227.50	\$291.40	\$71.79	\$0.75	\$978.19
Russell House BsmSnack RHDU-06	\$247.75	\$299.00	\$325.95	\$415.25	\$214.75	\$262.00	\$1,764.70
Russell House BsmSnack RHDU-06	\$327.25	\$480.00	\$353.05	\$347.25	\$98.25	\$37.50	\$1,643.30
Sumwalt Snack SUM-05	\$110.25	\$184.05	\$177.00	\$201.00	\$67.50	\$121.25	\$861.05
Sumwalt Snack SUM-05	\$71.50	\$103.45	\$92.10	\$88.25	\$20.00	\$38.75	\$414.05
TCL Snack Main LIBR-11	\$415.25	\$753.70	\$712.45	\$1,019.25	\$556.40	\$347.00	\$3,804.05
TCL Snack Main LIBR-11	\$685.25	\$2,010.30	\$1,693.05	\$2,208.75	\$727.85	\$309.50	\$7,634.70
Strom Water in front	\$95.00	\$57.00	\$97.00	\$148.20	\$87.90	\$95.00	\$580.10
Strom Water in front	\$249.00	\$314.00	\$282.00	\$374.00	\$107.00	\$47.00	\$1,373.00
Bates West Main Snack BAWT-04	\$192.50	\$188.30	\$228.45	\$265.95	\$137.65	\$144.75	\$1,157.60
Bates West Main Snack BAWT-04	\$668.50	\$1,167.95	\$1,125.55	\$1,322.55	\$304.35	\$25.25	\$4,614.15

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Fiscal YTD Jan'13 to Jun'13
Blatt PE lobby Snack BPEC-05	\$543.15	\$399.75	\$455.60	\$578.15	\$395.25	\$312.75	\$2,684.65
Blatt PE lobby Snack BPEC-05	\$311.10	\$463.00	\$374.15	\$487.10	\$122.75	\$111.00	\$1,869.10
Coliseum Snack 2-flr COL-11	\$132.75	\$136.75	\$133.55	\$208.75	\$94.80	\$127.00	\$833.60
Coliseum Snack 2-flr COL-11	\$336.00	\$617.00	\$412.95	\$492.25	\$190.95	\$83.25	\$2,132.40
Gambrell Snack GAMB-10	\$503.00	\$635.50	\$721.75	\$757.00	\$391.70	\$374.25	\$3,383.20
Gambrell Snack GAMB-10	\$500.00	\$944.75	\$791.75	\$908.25	\$262.05	\$156.75	\$3,563.55
Bates Bus Stop Water	\$1.00	\$0.00	\$0.00	\$0.00	\$4.00	\$8.50	\$13.50
Bates Bus Stop Water	\$1.00	\$10.00	\$13.00	\$10.00	\$1.00	\$0.00	\$35.00
McMaster Snack MM-04	\$214.75	\$199.70	\$232.75	\$322.85	\$94.90	\$101.50	\$1,166.45
McMaster Snack MM-04	\$445.50	\$844.05	\$663.00	\$792.90	\$104.35	\$29.25	\$2,879.05
McClintock Snack lobby MCLT-03	\$85.40	\$90.60	\$83.00	\$156.05	\$28.00	\$0.00	\$443.05
McClintock Snack lobby MCLT-03	\$276.10	\$363.65	\$349.75	\$460.45	\$84.00	\$0.00	\$1,533.95
Coliseum Basement Snack	\$163.75	\$168.75	\$171.25	\$218.75	\$165.25	\$133.50	\$1,021.25
Coliseum Basement Snack	\$38.25	\$46.25	\$21.00	\$40.00	\$5.00	\$3.50	\$154.00
Law School Snack 1-flr LAWC-08	\$340.00	\$325.25	\$359.25	\$427.25	\$234.25	\$199.70	\$1,885.70
Law School Snack 1-flr LAWC-08	\$251.25	\$206.50	\$159.25	\$180.50	\$49.00	\$43.80	\$890.30
UTS Snack 1-flr CSER-05	\$169.25	\$174.00	\$218.00	\$189.25	\$200.15	\$211.50	\$1,162.15
UTS Snack 1-flr CSER-05	\$139.75	\$151.00	\$100.00	\$134.25	\$100.35	\$82.75	\$708.10
ROTC Snack lounge ROTC-03	\$39.00	\$78.00	\$62.50	\$87.50	\$12.50	\$17.75	\$297.25
ROTC Snack lounge ROTC-03	\$49.75	\$67.50	\$92.75	\$109.25	\$13.50	\$1.25	\$334.00
Music Water Machine MUSB-06	\$84.00	\$91.00	\$102.00	\$31.00	\$7.00	\$1.00	\$316.00
Music Water Machine MUSB-06	\$139.00	\$198.00	\$169.00	\$72.00	\$1.00	\$0.00	\$579.00
TCL Snack Main LIBR-16	\$330.25	\$543.50	\$565.65	\$818.50	\$481.70	\$334.75	\$3,074.35
TCL Snack Main LIBR-16	\$460.50	\$1,286.25	\$1,252.10	\$1,756.60	\$608.55	\$242.00	\$5,606.00
TCL Snack 5th flr LIBR-17	\$83.55	\$106.25	\$113.20	\$157.55	\$107.25	\$59.25	\$627.05
TCL Snack 5th flr LIBR-17	\$315.70	\$1,463.25	\$1,237.05	\$1,679.95	\$558.00	\$139.00	\$5,392.95
Swearingen Snack SWGN-07	\$368.00	\$380.15	\$333.85	\$428.55	\$182.75	\$228.00	\$1,921.30
Swearingen Snack SWGN-07	\$270.25	\$604.35	\$391.40	\$540.70	\$153.00	\$108.75	\$2,068.45
Public Health Snack PHRC-01	\$178.00	\$275.00	\$160.75	\$237.00	\$178.50	\$246.75	\$1,276.00
Public Health Snack PHRC-01	\$138.25	\$333.00	\$141.25	\$274.75	\$77.75	\$132.75	\$1,097.75
Wade Hampton	\$74.25	\$80.75	\$78.10	\$181.50	\$44.35	\$0.00	\$458.95
Wade Hampton	\$302.75	\$541.75	\$517.40	\$569.75	\$104.40	\$0.00	\$2,036.05
Band Snack main level Band-01	\$98.25	\$159.50	\$143.85	\$228.25	\$74.50	\$67.25	\$771.60
Band Snack main level Band-01	\$140.50	\$240.25	\$182.40	\$179.50	\$11.00	\$16.25	\$769.90
Honors Water canteen HON-01	\$3.00	\$3.00	\$3.00	\$7.00	\$4.00	\$1.00	\$21.00
Honors Water canteen HON-01	\$89.00	\$104.00	\$73.00	\$136.00	\$26.00	\$3.00	\$431.00



## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Fiscal YTD Jan'13 to Jun'13
Honors Snack canteen HON-02	\$179.25	\$245.80	\$274.25	\$339.35	\$334.90	\$101.00	\$1,474.55
Honors Snack canteen HON-02	\$705.75	\$1,267.95	\$1,050.25	\$1,223.90	\$347.85	\$18.00	\$4,613.70
UTS Annex snack CMCT-03	\$132.95	\$176.00	\$171.00	\$237.25	\$224.50	\$191.75	\$1,133.45
UTS Annex snack CMCT-03	\$81.55	\$60.50	\$58.00	\$39.75	\$65.25	\$63.50	\$368.55
Pendleton Garage Water	\$15.00	\$18.00	\$20.00	\$43.00	\$22.00	\$22.00	\$140.00
Pendleton Garage Water	\$8.00	\$10.00	\$3.00	\$37.00	\$16.00	\$9.00	\$83.00
Visitors Center main fl McK-02	\$22.25	\$72.00	\$77.50	\$107.75	\$58.25	\$78.00	\$415.75
Visitors Center main fl McK-02	\$10.00	\$25.00	\$35.25	\$30.25	\$15.50	\$30.00	\$146.00
Booker T.Snack BTWA-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Booker T.Snack BTWA-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bates West Water BAWT-06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bates West Water BAWT-06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petigru Snack Petg-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petigru Snack Petg-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discovery Building 1 Snack DIS1-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discovery Building 1 Snack DIS1-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Quad main level Snack EQDD-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Quad main level Snack EQDD-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pearle Lab Snack 720C-02	\$78.36	\$100.26	\$135.95	\$44.15	\$202.90	\$306.30	\$867.92
Rice Coach's Support Building SnackRAC-01	\$44.60	\$34.24	\$99.84	\$25.35	\$222.20	\$174.50	\$600.73
Engineering Swearingen Food SWGN-09	\$5.60	\$42.75	\$44.31	\$25.50	\$243.00	\$0.00	\$361.16
School of Medicine (VA) Bldg 4 SnackVA-01	\$127.95	\$105.26	\$282.50	\$110.25	\$156.41	\$333.10	\$1,115.47
School of Medicine (VA) Bldg 4 Coffee VA-08	\$32.96	\$13.05	\$35.35	\$9.10	\$15.26	\$13.10	\$118.82
Benson BENS-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Fiscal YTD Jan'13 to Jun'13
Osborne ADMN-02	\$39.75	\$45.06	\$82.15	\$25.00	\$187.86	\$29.15	\$408.97
Business Admin Snack BA-18	\$445.00	\$720.51	\$447.25	\$760.99	\$549.99	\$104.25	\$3,027.99
Business Admin Snack BA-18	\$99.40	\$333.14	\$283.26	\$319.45	\$398.49	\$608.50	\$2,042.24
Bull Street BSPG-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15 Medical Park Snack CEB-01	\$163.44	\$220.85	\$313.46	\$139.10	\$211.45	\$111.25	\$1,159.55
Maint Facilities Snack FACC-04	\$102.25	\$177.49	\$277.45	\$96.20	\$325.35	\$411.39	\$1,390.13
1600 Hampton St HS-09	\$202.50	\$130.24	\$157.25	\$142.00	\$174.34	\$820.51	\$1,626.84
1600 Hampton St HS-09	\$261.60	\$349.06	\$515.45	\$274.66	\$554.75	\$475.05	\$2,430.57
Horizon 1 Building Snack HZN1-02	\$5.70	\$19.74	\$22.60	\$13.80	\$116.15	\$255.19	\$433.18
Koger Center Snack KOGE-02	\$3.25	\$8.75	\$13.00	\$4.71	\$85.61	\$26.95	\$142.27

Cash Totals	\$11,083.91	\$14,390.25	\$15,496.62	\$17,370.37	\$11,384.38	\$10,815.98	\$80,541.51
CarolinaCard Totals	\$17,091.00	\$31,306.05	\$26,095.50	\$33,556.50	\$8,584.34	\$3,524.40	\$120,157.79
Cash Totals	\$647.50	\$850.75	\$604.50	\$902.99	\$724.33	\$924.76	\$4,654.83
Total of Both	\$28,822.41	\$46,547.05	\$42,196.62	\$51,829.86	\$20,693.05	\$15,265.14	\$205,354.13

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Barnwell Snack Lounge BR-04	\$137.25	\$150.00	\$190.25	\$185.75	\$144.75	\$84.00
Barnwell Snack Lounge BR-04	\$39.00	\$44.25	\$80.75	\$92.75	\$94.25	\$25.50
Business Admin Snack Bmt BA-10	\$321.50	\$380.75	\$721.20	\$716.50	\$613.00	\$383.75
Business Admin Snack Bmt BA-10	\$115.25	\$185.25	\$729.80	\$652.25	\$513.00	\$252.50
BA Water 5-flr BA-13	\$33.00	\$69.00	\$167.00	\$134.00	\$80.00	\$67.00
BA Water 5-flr BA-13	\$19.00	\$60.00	\$212.00	\$188.00	\$146.00	\$114.00
Coliseum Water COL-12	\$26.00	\$55.00	\$149.00	\$139.65	\$98.00	\$42.00
Coliseum Water COL-12	\$11.00	\$82.00	\$362.00	\$301.00	\$190.00	\$88.00
Currell Snack 2-flr CU-03	\$47.50	\$62.75	\$129.50	\$120.75	\$78.10	\$12.50
Currell Snack 2-flr CU-03	\$22.75	\$43.50	\$184.75	\$187.00	\$166.90	\$50.75
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Eng 300 Main Snack 300M-03	\$102.50	\$130.50	\$227.25	\$284.30	\$228.25	\$126.50
Eng 300 Main Snack 300M-03	\$40.00	\$75.25	\$115.50	\$154.20	\$108.75	\$58.75
UTS Snack 3-flr CSER-04	\$136.75	\$150.55	\$139.75	\$161.00	\$123.50	\$95.75
UTS Snack 3-flr CSER-04	\$118.25	\$101.20	\$99.25	\$110.75	\$105.50	\$49.00
JW Humanities Snack JWHU-02	\$321.00	\$355.75	\$758.10	\$864.50	\$636.55	\$336.95
JW Humanities Snack JWHU-02	\$88.25	\$244.50	\$988.90	\$988.50	\$696.45	\$252.80
LeConte Snack 1-flr LC-03	\$133.00	\$161.00	\$222.25	\$342.50	\$266.25	\$120.50
LeConte Snack 1-flr LC-03	\$67.50	\$77.00	\$288.75	\$355.25	\$353.75	\$116.00
Jones Physical Sci Snck PSC-03	\$110.05	\$174.40	\$337.65	\$317.75	\$298.25	\$81.75
Jones Physical Sci Snck PSC-03	\$121.70	\$173.85	\$549.85	\$515.00	\$500.25	\$226.00
Health Science Snack HESC-03	\$147.75	\$154.00	\$200.55	\$242.35	\$202.15	\$40.75
Health Science Snack HESC-03	\$36.50	\$54.75	\$129.95	\$131.40	\$108.85	\$13.00
Sims Snack main SIMS-04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sims Snack main SIMS-04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
South Tower Snack Bsmt SBT-08	\$59.25	\$124.75	\$137.30	\$158.75	\$178.35	\$180.50
South Tower Snack Bsmt SBT-08	\$0.00	\$120.00	\$857.25	\$937.00	\$1,011.90	\$527.25
Jones Physical Sci H20 PSC-02	\$80.00	\$67.00	\$126.20	\$115.00	\$96.00	\$65.00
Jones Physical Sci H20 PSC-02	\$77.00	\$87.00	\$243.00	\$176.00	\$120.00	\$72.00
Swearingen Snack SWGN-06	\$158.50	\$185.50	\$309.75	\$378.00	\$314.05	\$210.00
Swearingen Snack SWGN-06	\$86.25	\$139.25	\$414.75	\$442.50	\$439.70	\$191.25
Wardlaw Snack 2-flr WD-04	\$168.75	\$230.50	\$505.50	\$446.70	\$427.70	\$143.75
Wardlaw Snack 2-flr WD-04	\$113.25	\$109.75	\$386.95	\$421.05	\$308.80	\$86.50
Bates H Snack Lounge BATE-15	\$122.50	\$414.50	\$159.25	\$262.75	\$348.00	\$244.75
Bates H Snack Lounge BATE-15	\$0.75	\$420.75	\$1,423.75	\$1,364.50	\$1,587.50	\$845.25

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Blatt PE Center Water BPEC-06	\$14.00	\$88.00	\$116.00	\$65.50	\$51.00	\$26.00
Blatt PE Center Water BPEC-06	\$41.00	\$149.00	\$327.00	\$109.00	\$114.00	\$35.00
Capstone Snack main CAPS-13	\$6.50	\$3.25	\$141.20	\$183.80	\$156.20	\$67.20
Capstone Snack main CAPS-13	\$9.75	\$191.00	\$393.55	\$537.75	\$654.00	\$303.75
Coker Snack Lounge CLS-08	\$413.00	\$423.10	\$742.00	\$806.10	\$689.50	\$354.05
Coker Snack Lounge CLS-08	\$186.75	\$348.90	\$848.75	\$947.90	\$807.00	\$309.70
Coker Snack Lounge CLS-09	\$291.05	\$295.75	\$545.50	\$534.75	\$393.00	\$192.50
Coker Snack Lounge CLS-09	\$106.75	\$205.00	\$815.75	\$672.50	\$423.25	\$158.25
Columbia Hall Snack COLH-09	\$80.75	\$196.50	\$145.50	\$213.60	\$208.25	\$111.00
Columbia Hall Snack COLH-09	\$0.00	\$0.00	\$428.50	\$514.05	\$726.00	\$363.00
GRSC snack GRSC- 02	\$196.10	\$244.00	\$189.50	\$221.05	\$201.15	\$166.25
GRSC snack GRSC- 02	\$43.65	\$58.25	\$59.25	\$56.60	\$84.85	\$59.50
Eng 300 Main Snack 300M-04	\$61.45	\$106.25	\$301.05	\$368.90	\$334.35	\$147.50
Eng 300 Main Snack 300M-04	\$39.25	\$90.25	\$348.50	\$435.60	\$361.90	\$171.25
Maxcy Snack 1st Floor MAX-03	\$75.50	\$137.50	\$192.25	\$182.00	\$199.55	\$227.00
Maxcy Snack 1st Floor MAX-03	\$2.25	\$159.25	\$531.25	\$551.25	\$570.20	\$314.50
Music Snack MUSB-04	\$117.25	\$265.50	\$604.50	\$774.05	\$593.70	\$359.00
Music Snack MUSB-04	\$97.50	\$163.25	\$653.00	\$803.95	\$529.80	\$181.50
WB Nursing Snack 1-flr WMBB-05	\$141.00	\$288.20	\$483.00	\$530.95	\$429.25	\$262.00
WB Nursing Snack 1-flr WMBB-05	\$31.75	\$205.30	\$627.00	\$550.80	\$487.00	\$140.00
Patterson Hall Snack 1st PH-09	\$173.50	\$271.25	\$259.25	\$280.25	\$287.25	\$206.75
Patterson Hall Snack 1st PH-09	\$31.75	\$221.50	\$628.00	\$662.75	\$903.75	\$467.00
Preston Snack Canteen PRT-02	\$107.25	\$50.00	\$91.40	\$99.50	\$140.25	\$82.75
Preston Snack Canteen PRT-02	\$0.00	\$76.50	\$323.85	\$266.75	\$366.75	\$195.75
Roost Snack RDOR-05	(\$1.00)	(\$4.95)	\$59.65	\$107.40	\$100.35	\$97.25
Roost Snack RDOR-05	\$0.00	\$7.75	\$154.60	\$140.42	\$180.65	\$47.35
Russell House BsmSnack RH DU-06	\$264.75	\$319.50	\$414.50	\$425.00	\$342.00	\$193.35
Russell House BsmSnack RH DU-06	\$42.50	\$175.50	\$440.00	\$280.00	\$252.75	\$161.65
Sumwalt Snack SUM-05	\$173.75	\$65.25	\$88.75	\$204.75	\$204.00	\$64.50
Sumwalt Snack SUM-05	\$143.75	\$49.00	\$139.75	\$157.00	\$106.25	\$23.00
TCL Snack Main LIBR-11	\$391.75	\$449.00	\$828.85	\$891.75	\$1,022.40	\$789.00
TCL Snack Main LIBR-11	\$263.75	\$308.35	\$1,809.15	\$1,895.25	\$1,662.35	\$1,345.50
Strom Water in front	\$62.00	\$95.10	\$129.00	\$91.00	\$61.10	\$55.00
Strom Water in front	\$51.00	\$144.00	\$234.00	\$153.00	\$94.00	\$58.00
Bates West Main Snack BAWT-04	\$25.75	\$182.50	\$145.75	\$141.25	\$139.50	\$164.50
Bates West Main Snack BAWT-04	\$8.25	\$128.25	\$357.25	\$424.75	\$732.25	\$367.75

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Blatt PE lobby Snack BPEC-05	\$323.50	\$333.00	\$569.10	\$693.15	\$530.25	\$318.50
Blatt PE lobby Snack BPEC-05	\$97.50	\$131.50	\$486.65	\$474.50	\$358.25	\$170.50
Coliseum Snack 2-flr COL-11	\$113.50	\$207.75	\$431.50	\$393.75	\$323.00	\$147.75
Coliseum Snack 2-flr COL-11	\$38.00	\$116.00	\$498.25	\$432.25	\$316.75	\$128.00
Gambrell Snack GAMB-10	\$282.75	\$305.75	\$649.55	\$835.65	\$480.25	\$148.25
Gambrell Snack GAMB-10	\$130.75	\$190.25	\$805.95	\$825.95	\$699.25	\$224.25
Bates Bus Stop Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bates Bus Stop Water	\$2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
McMaster Snack MM-04	\$92.00	\$114.75	\$383.20	\$531.70	\$460.50	\$206.75
McMaster Snack MM-04	\$44.25	\$107.00	\$717.80	\$739.30	\$570.25	\$138.00
McClintock Snack lobby MCLT-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
McClintock Snack lobby MCLT-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Coliseum Basement Snack	\$67.25	\$144.75	\$128.00	\$187.75	\$159.50	\$96.35
Coliseum Basement Snack	\$4.50	\$34.50	\$47.50	\$69.50	\$45.75	\$8.40
Law School Snack 1-flr LAWC-08	\$224.25	\$205.00	\$442.25	\$467.25	\$429.75	\$138.60
Law School Snack 1-flr LAWC-08	\$33.75	\$76.00	\$230.25	\$220.25	\$213.50	\$95.00
UTS Snack 1-flr CSER-05	\$201.00	\$179.25	\$155.25	\$194.50	\$165.50	\$132.75
UTS Snack 1-flr CSER-05	\$107.00	\$108.00	\$146.00	\$167.50	\$106.25	\$71.00
ROTC Snack lounge ROTC-03	\$14.75	\$72.25	\$76.00	\$97.00	\$88.00	\$42.25
ROTC Snack lounge ROTC-03	\$3.25	\$11.50	\$41.75	\$64.50	\$26.25	\$10.50
Music Water Machine MUSB-06	\$0.50	\$38.00	\$139.00	\$142.00	\$110.00	\$73.00
Music Water Machine MUSB-06	\$0.00	\$48.00	\$207.00	\$192.00	\$119.00	\$62.00
TCL Snack Main LIBR-16	\$346.65	\$310.25	\$719.00	\$985.70	\$775.80	\$598.90
TCL Snack Main LIBR-16	\$200.10	\$212.00	\$1,304.50	\$1,602.75	\$1,249.70	\$874.10
TCL Snack 5th flr LIBR-17	(\$0.75)	\$55.50	\$293.75	\$512.35	\$605.65	\$563.90
TCL Snack 5th flr LIBR-17	\$190.25	\$181.75	\$1,127.00	\$1,014.15	\$946.85	\$697.60
Swearingen Snack SWGN-07	\$187.00	\$266.30	\$473.50	\$503.75	\$374.75	\$217.10
Swearingen Snack SWGN-07	\$81.50	\$150.75	\$501.25	\$513.25	\$432.00	\$140.40
Public Health Snack PHRC-01	\$235.00	\$178.75	\$300.20	\$361.75	\$329.35	\$172.75
Public Health Snack PHRC-01	\$99.75	\$64.50	\$270.30	\$334.25	\$266.65	\$135.00
Wade Hampton	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wade Hampton	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Snack main level Band-01	\$193.75	\$121.75	\$171.25	\$232.50	\$201.50	\$52.25
Band Snack main level Band-01	\$10.00	\$59.75	\$266.50	\$246.50	\$301.50	\$53.50
Honors Water canteen HON-01	\$15.00	\$20.00	\$8.00	\$10.00	\$3.00	\$1.00
Honors Water canteen HON-01	\$1.00	\$31.00	\$33.00	\$26.00	\$9.00	\$1.00

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Honors Snack canteen HON-02	\$239.50	\$146.95	\$134.00	\$154.95	\$174.45	\$113.50
Honors Snack canteen HON-02	\$16.75	\$276.55	\$906.75	\$1,009.30	\$1,054.80	\$544.00
UTS Annex snack CMCT-03	\$189.50	\$154.25	\$146.25	\$141.00	\$35.30	\$29.25
UTS Annex snack CMCT-03	\$61.25	\$79.00	\$70.50	\$66.00	\$51.95	\$24.00
Pendleton Garage Water	\$10.00	\$47.00	\$48.00	\$35.25	\$19.00	\$8.00
Pendleton Garage Water	\$4.00	\$29.00	\$51.00	\$30.00	\$12.00	\$7.00
Visitors Center main fl McK-02	\$91.25	\$78.75	\$67.00	\$40.25	\$29.50	\$26.75
Visitors Center main fl McK-02	\$8.50	\$6.75	\$24.50	\$21.00	\$34.00	\$4.75
Booker T.Snack BTWA-02	\$0.00	\$45.00	\$203.15	\$300.75	\$236.05	\$103.85
Booker T.Snack BTWA-02	\$0.00	\$20.50	\$114.25	\$203.75	\$166.55	\$50.40
Bates West Water BAWT-06	\$0.00	\$3.00	\$12.00	\$12.00	\$13.00	\$7.00
Bates West Water BAWT-06	\$0.00	\$5.00	\$9.00	\$13.00	\$37.00	\$16.00
Petigru Snack Petg-03	\$0.00	\$0.00	\$89.25	\$190.50	\$66.00	\$85.75
Petigru Snack Petg-03	\$0.00	\$0.00	\$98.45	\$201.50	\$64.50	\$46.50
Discovery Building 1 Snack DIS1-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Discovery Building 1 Snack DIS1-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Quad main level Snack EQDD-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
East Quad main level Snack EQDD-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pearle Lab Snack 720C-02	\$134.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Rice Coach's Support Building SnackRAC-01	\$100.85	\$245.50	\$144.00	\$188.26	\$96.75	\$117.25
Engineering Swearingen Food SWGN-09	\$0.00	\$0.00	\$125.00	\$60.00	\$41.00	\$27.00
School of Medicine (VA) Bldg 4 SnackVA-01	\$261.81	\$191.00	\$304.45	\$364.90	\$163.95	\$207.80
School of Medicine (VA) Bldg 4 Coffee VA-08	\$7.00	\$0.00	\$0.00	\$25.50	\$27.50	\$23.90
Benson BENS-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13
Osborne ADMN-02	\$108.10	\$166.75	\$100.55	\$144.30	\$107.55	\$72.00
Business Admin Snack BA-18	\$0.00	\$0.00	\$442.65	\$0.00	\$360.50	\$166.50
Business Admin Snack BA-18	\$191.46	\$581.25	\$560.75	\$806.90	\$176.65	\$137.90
Bull Street BSPG-05	\$0.00	\$350.00	\$65.10	\$122.65	\$83.10	\$88.20
15 Medical Park Snack CEB-01	\$0.00	\$0.00	\$132.85	\$0.00	\$0.00	\$0.00
Maint Facilities Snack FACC-04	\$242.73	\$444.00	\$288.90	\$454.45	\$325.71	\$268.20
1600 Hampton St HS-09	\$559.75	\$1,218.50	\$145.75	\$669.36	\$160.50	\$121.25
1600 Hampton St HS-09	\$0.00	\$0.00	\$520.51	\$0.00	\$233.21	\$285.10
Horizon 1 Building Snack HZN1-02	\$38.66	\$31.00	\$50.80	\$65.30	\$36.15	\$49.85
Koger Center Snack KOGE-02	\$0.00	\$0.00	\$0.00	\$0.00	\$58.76	\$0.00

Cash Totals	\$8,611.57	\$11,379.15	\$17,890.26	\$20,247.61	\$16,646.13	\$10,362.45
CarolinaCard Totals	\$3,190.20	\$6,638.65	\$24,144.50	\$24,643.67	\$22,590.10	\$11,172.90
Cash Totals	\$559.75	\$1,218.50	\$588.40	\$669.36	\$521.00	\$287.75
Total of Both	\$12,361.52	\$19,236.30	\$42,623.16	\$45,560.64	\$39,757.23	\$21,823.10

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Fiscal YTD JUL '13 to JUN '14
Barnwell Snack Lounge BR-04	\$124.50	\$186.95	\$173.00	\$185.95	\$130.50	\$88.50	\$1,781.40
Barnwell Snack Lounge BR-04	\$41.75	\$90.30	\$91.00	\$99.30	\$18.00	\$14.00	\$730.85
Business Admin Snack Bmt BA-10	\$380.25	\$525.75	\$370.25	\$628.65	\$750.70	\$281.70	\$6,074.00
Business Admin Snack Bmt BA-10	\$247.00	\$200.25	\$567.25	\$941.35	\$289.00	\$153.00	\$4,845.90
BA Water 5-flr BA-13	\$37.00	\$69.00	\$55.00	\$80.00	\$4.00	\$2.00	\$797.00
BA Water 5-flr BA-13	\$51.00	\$86.00	\$89.00	\$89.00	\$21.00	\$9.00	\$1,084.00
Coliseum Water COL-12	\$57.00	\$57.00	\$73.00	\$120.00	\$39.25	\$37.00	\$892.90
Coliseum Water COL-12	\$112.00	\$154.00	\$156.00	\$215.00	\$30.00	\$11.00	\$1,712.00
Currell Snack 2-flr CU-03	\$61.25	\$126.50	\$148.50	\$170.30	\$40.25	\$52.60	\$1,050.50
Currell Snack 2-flr CU-03	\$59.00	\$93.25	\$93.75	\$111.00	\$23.25	\$13.15	\$1,049.05
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Eng 300 Main Snack 300M-03	\$124.50	\$279.25	\$342.20	\$320.75	\$155.75	\$139.25	\$2,461.00
Eng 300 Main Snack 300M-03	\$64.00	\$185.75	\$171.30	\$206.25	\$55.25	\$42.00	\$1,277.00
UTS Snack 3-flr CSER-04	\$135.25	\$145.75	\$231.00	\$244.00	\$223.25	\$197.25	\$1,983.80
UTS Snack 3-flr CSER-04	\$95.50	\$113.25	\$142.00	\$113.00	\$190.25	\$106.00	\$1,343.95
JW Humanities Snack JWHU-02	\$351.20	\$626.25	\$651.55	\$887.85	\$122.25	\$304.50	\$6,216.45
JW Humanities Snack JWHU-02	\$350.05	\$763.25	\$757.35	\$966.65	\$32.25	\$58.75	\$6,187.70
LeConte Snack 1-flr LC-03	\$209.75	\$285.25	\$225.25	\$288.75	\$99.00	\$207.00	\$2,560.50
LeConte Snack 1-flr LC-03	\$122.50	\$306.75	\$241.00	\$332.75	\$51.00	\$94.00	\$2,406.25
Jones Physical Sci Snck PSC-03	\$103.30	\$320.05	\$385.80	\$523.45	\$148.25	\$181.75	\$2,982.45
Jones Physical Sci Snck PSC-03	\$173.05	\$439.25	\$455.00	\$629.65	\$89.50	\$138.00	\$4,011.10
Health Science Snack HESC-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$987.55
Health Science Snack HESC-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$474.45
Sims Snack main SIMS-04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sims Snack main SIMS-04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
South Tower Snack Bsmt SBT-08	\$118.00	\$294.95	\$284.95	\$466.85	\$188.45	\$28.25	\$2,220.35
South Tower Snack Bsmt SBT-08	\$678.25	\$1,323.30	\$1,139.30	\$1,281.40	\$174.55	\$0.00	\$8,050.20
Jones Physical Sci H20 PSC-02	\$62.00	\$73.00	\$94.00	\$125.05	\$39.00	\$30.00	\$972.25
Jones Physical Sci H20 PSC-02	\$56.00	\$107.00	\$70.00	\$152.00	\$32.00	\$34.00	\$1,226.00
Swearingen Snack SWGN-06	\$214.50	\$281.25	\$350.25	\$454.50	\$194.50	\$177.25	\$3,228.05
Swearingen Snack SWGN-06	\$167.00	\$382.50	\$370.50	\$420.50	\$143.75	\$95.00	\$3,292.95
Wardlaw Snack 2-flr WD-04	\$265.75	\$371.75	\$385.20	\$401.95	\$142.50	\$284.50	\$3,774.55
Wardlaw Snack 2-flr WD-04	\$133.50	\$262.00	\$249.05	\$278.30	\$57.25	\$99.25	\$2,505.65
Bates H Snack Lounge BATE-15	\$92.50	\$338.95	\$486.40	\$570.65	\$215.70	\$100.25	\$3,356.20
Bates H Snack Lounge BATE-15	\$1,175.25	\$2,074.80	\$1,724.35	\$1,980.60	\$277.55	\$2.00	\$12,877.05



## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Fiscal YTD JUL '13 to JUN '14
Blatt PE Center Water BPEC-06	\$35.00	\$47.00	\$45.00	\$85.00	\$42.00	\$61.00	\$675.50
Blatt PE Center Water BPEC-06	\$75.00	\$138.00	\$107.00	\$139.00	\$43.00	\$14.00	\$1,291.00
Capstone Snack main CAPS-13	\$64.05	\$158.25	\$206.45	\$321.00	\$73.00	\$129.25	\$1,510.15
Capstone Snack main CAPS-13	\$463.00	\$820.75	\$822.35	\$970.00	\$62.50	\$1.00	\$5,229.40
Coker Snack Lounge CLS-08	\$572.05	\$767.35	\$621.50	\$662.05	\$332.50	\$302.50	\$6,685.70
Coker Snack Lounge CLS-08	\$464.95	\$995.15	\$678.75	\$736.45	\$64.75	\$85.00	\$6,474.05
Coker Snack Lounge CLS-09	\$301.95	\$418.25	\$519.05	\$549.75	\$217.75	\$224.50	\$4,483.80
Coker Snack Lounge CLS-09	\$252.25	\$574.50	\$653.70	\$615.75	\$170.75	\$152.50	\$4,800.95
Columbia Hall Snack COLH-09	\$198.25	\$188.75	\$309.50	\$353.80	\$152.50	\$123.00	\$2,281.40
Columbia Hall Snack COLH-09	\$660.50	\$943.75	\$932.75	\$1,206.45	\$175.25	\$0.00	\$5,950.25
GRSC snack GRSC- 02	\$194.50	\$210.50	\$233.75	\$201.00	\$196.00	\$179.50	\$2,433.30
GRSC snack GRSC- 02	\$86.75	\$92.00	\$108.25	\$65.50	\$108.25	\$104.25	\$927.10
Eng 300 Main Snack 300M-04	\$219.25	\$281.00	\$306.00	\$369.30	\$140.75	\$146.00	\$2,781.80
Eng 300 Main Snack 300M-04	\$199.75	\$367.75	\$405.00	\$398.20	\$124.50	\$72.75	\$3,014.70
Maxcy Snack 1st Floor MAX-03	\$155.25	\$175.75	\$277.95	\$303.15	\$129.90	\$82.75	\$2,138.55
Maxcy Snack 1st Floor MAX-03	\$448.75	\$693.00	\$638.55	\$579.60	\$75.85	\$1.25	\$4,565.70
Music Snack MUSB-04	\$431.35	\$525.00	\$628.00	\$634.90	\$234.50	\$221.75	\$5,389.50
Music Snack MUSB-04	\$261.65	\$637.50	\$580.25	\$737.85	\$56.00	\$30.50	\$4,732.75
WB Nursing Snack 1-flr WMBB-05	\$309.00	\$487.95	\$590.10	\$595.25	\$154.80	\$194.75	\$4,466.25
WB Nursing Snack 1-flr WMBB-05	\$235.75	\$487.30	\$494.90	\$554.25	\$79.20	\$19.75	\$3,913.00
Patterson Hall Snack 1st PH-09	\$275.50	\$285.75	\$439.55	\$493.70	\$293.10	\$405.00	\$3,670.85
Patterson Hall Snack 1st PH-09	\$513.00	\$1,060.50	\$1,113.55	\$1,410.30	\$276.65	\$68.25	\$7,357.00
Preston Snack Canteen PRT-02	\$109.75	\$199.00	\$214.75	\$320.70	\$106.60	\$108.00	\$1,629.95
Preston Snack Canteen PRT-02	\$399.25	\$606.00	\$505.00	\$642.05	\$82.50	\$11.25	\$3,475.65
Roost Snack RDOR-05	\$106.50	\$98.25	\$92.75	\$180.25	\$50.00	\$42.50	\$928.95
Roost Snack RDOR-05	\$110.75	\$198.25	\$203.50	\$189.75	\$31.75	\$3.00	\$1,267.77
Russell House BsmSnack RHDU-06	\$338.25	\$329.50	\$409.85	\$396.50	\$283.75	\$268.00	\$3,984.95
Russell House BsmSnack RHDU-06	\$185.75	\$371.50	\$246.90	\$283.25	\$64.25	\$66.75	\$2,570.80
Sumwalt Snack SUM-05	\$144.00	\$208.10	\$265.95	\$276.00	\$80.00	\$92.75	\$1,867.80
Sumwalt Snack SUM-05	\$74.75	\$130.40	\$215.05	\$199.00	\$9.75	\$5.00	\$1,252.70
TCL Snack Main LIBR-11	\$401.75	(\$50.45)	\$1,081.60	\$1,290.00	\$662.80	\$428.85	\$8,187.30
TCL Snack Main LIBR-11	\$469.25	\$1,565.50	\$1,767.90	\$2,139.25	\$598.20	\$217.65	\$14,042.10
Strom Water in front	\$91.00	\$87.00	\$70.00	\$144.00	\$65.00	\$68.00	\$1,018.20
Strom Water in front	\$233.00	\$306.00	\$196.00	\$256.00	\$72.00	\$31.00	\$1,828.00
Bates West Main Snack BAWT-04	\$189.00	\$301.90	\$301.50	\$398.30	\$210.75	\$169.75	\$2,370.45
Bates West Main Snack BAWT-04	\$449.75	\$1,002.35	\$903.50	\$1,087.20	\$222.50	\$16.75	\$5,700.55

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Fiscal YTD JUL '13 to JUN '14
Blatt PE lobby Snack BPEC-05	\$453.25	\$548.25	\$654.50	\$651.25	\$368.25	\$343.50	\$5,786.50
Blatt PE lobby Snack BPEC-05	\$139.50	\$303.50	\$381.75	\$404.25	\$83.75	\$44.25	\$3,075.90
Coliseum Snack 2-flr COL-11	\$239.00	\$425.50	\$433.50	\$391.75	\$239.75	\$216.80	\$3,563.55
Coliseum Snack 2-flr COL-11	\$267.75	\$496.50	\$410.50	\$380.50	\$136.50	\$95.70	\$3,316.70
Gambrell Snack GAMB-10	\$361.15	\$632.35	\$668.10	\$610.50	\$374.60	\$272.00	\$5,620.90
Gambrell Snack GAMB-10	\$265.10	\$621.90	\$621.40	\$569.10	\$178.15	\$108.25	\$5,240.30
Bates Bus Stop Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bates Bus Stop Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00
McMaster Snack MM-04	\$259.75	\$380.50	\$452.00	\$453.55	\$62.85	\$72.00	\$3,469.55
McMaster Snack MM-04	\$170.00	\$456.25	\$483.25	\$529.45	\$83.65	\$23.00	\$4,062.20
McClintock Snack lobby MCLT-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
McClintock Snack lobby MCLT-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Coliseum Basement Snack	\$141.50	\$173.00	\$217.00	\$148.80	\$133.25	\$161.75	\$1,758.90
Coliseum Basement Snack	\$18.25	\$45.00	\$29.00	\$41.50	\$6.25	\$14.50	\$364.65
Law School Snack 1-flr LAWC-08	\$336.25	\$268.25	\$318.25	\$400.75	\$187.70	\$235.05	\$3,653.35
Law School Snack 1-flr LAWC-08	\$154.50	\$193.00	\$145.75	\$204.00	\$42.50	\$36.45	\$1,644.95
UTS Snack 1-flr CSER-05	\$155.75	\$137.50	\$175.50	\$194.75	\$252.75	\$271.50	\$2,216.00
UTS Snack 1-flr CSER-05	\$80.25	\$137.25	\$100.50	\$112.25	\$116.75	\$138.25	\$1,391.00
ROTC Snack lounge ROTC-03	\$46.00	\$99.25	\$69.50	\$140.00	\$54.00	\$34.00	\$833.00
ROTC Snack lounge ROTC-03	\$8.75	\$29.25	\$36.25	\$45.25	\$3.25	\$1.00	\$281.50
Music Water Machine MUSB-06	\$56.00	\$127.00	\$133.00	\$109.00	\$69.00	\$53.00	\$1,049.50
Music Water Machine MUSB-06	\$84.00	\$156.00	\$127.00	\$123.00	\$23.00	\$18.00	\$1,159.00
TCL Snack Main LIBR-16	\$438.60	\$592.45	\$778.30	\$1,151.50	\$503.95	\$297.50	\$7,498.60
TCL Snack Main LIBR-16	\$333.40	\$993.15	\$1,288.95	\$1,738.50	\$416.55	\$201.00	\$10,414.70
TCL Snack 5th flr LIBR-17	\$310.75	\$595.60	\$651.40	\$942.65	\$413.25	\$270.75	\$5,214.80
TCL Snack 5th flr LIBR-17	\$193.75	\$1,026.90	\$964.35	\$1,249.85	\$310.50	\$131.50	\$8,034.45
Swearingen Snack SWGN-07	\$214.50	\$336.00	\$448.30	\$331.00	\$178.50	\$175.75	\$3,706.45
Swearingen Snack SWGN-07	\$156.25	\$327.00	\$307.20	\$316.25	\$93.00	\$94.75	\$3,113.60
Public Health Snack PHRC-01	\$146.25	\$260.70	\$291.50	\$327.25	\$202.25	\$235.25	\$3,041.00
Public Health Snack PHRC-01	\$94.50	\$234.55	\$197.25	\$200.75	\$69.50	\$105.00	\$2,072.00
Wade Hampton	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Wade Hampton	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Band Snack main level Band-01	\$110.75	\$182.25	\$188.50	\$199.50	\$81.75	\$65.00	\$1,800.75
Band Snack main level Band-01	\$67.50	\$116.50	\$157.50	\$146.50	\$23.75	\$1.00	\$1,450.50
Honors Water canteen HON-01	\$9.00	\$3.00	\$1.00	\$5.00	\$7.00	\$1.00	\$83.00
Honors Water canteen HON-01	\$12.00	\$11.00	\$5.00	\$3.00	\$5.00	\$1.00	\$138.00

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Fiscal YTD JUL '13 to JUN '14
Honors Snack canteen HON-02	\$185.60	\$332.25	\$236.50	\$266.70	\$142.25	\$115.25	\$2,241.90
Honors Snack canteen HON-02	\$733.95	\$893.00	\$1,011.50	\$1,231.55	\$262.00	\$42.75	\$7,982.90
UTS Annex snack CMCT-03	\$80.25	\$140.80	\$172.05	\$197.75	\$163.25	\$187.50	\$1,637.15
UTS Annex snack CMCT-03	\$45.00	\$49.70	\$93.45	\$52.50	\$55.25	\$24.00	\$672.60
Pendleton Garage Water	\$11.00	\$18.00	\$16.00	\$38.00	\$22.00	\$32.00	\$304.25
Pendleton Garage Water	\$7.00	\$10.00	\$11.00	\$23.00	\$15.00	\$7.00	\$206.00
Visitors Center main fl McK-02	\$38.50	\$61.75	\$59.00	\$107.75	\$24.25	\$52.00	\$676.75
Visitors Center main fl McK-02	\$9.00	\$13.75	\$20.50	\$19.75	\$11.00	\$5.00	\$178.50
Booker T.Snack BTWA-02	\$175.25	\$180.25	\$245.50	\$293.75	\$104.75	\$276.40	\$2,164.70
Booker T.Snack BTWA-02	\$96.00	\$139.75	\$120.00	\$188.25	\$17.00	\$17.00	\$1,133.45
Bates West Water BAWT-06	\$5.00	\$14.30	\$19.00	\$23.00	\$7.00	\$1.00	\$116.30
Bates West Water BAWT-06	\$15.00	\$20.00	\$29.00	\$72.00	\$24.00	\$0.00	\$240.00
Petigru Snack Petg-03	\$75.75	\$159.95	\$212.00	\$283.25	\$67.00	\$81.90	\$1,311.35
Petigru Snack Petg-03	\$41.25	\$171.25	\$137.75	\$204.75	\$45.25	\$77.35	\$1,088.55
Discovery Building 1 Snack DIS1-02	\$100.25	\$129.20	\$200.00	\$169.85	\$192.25	\$195.50	\$987.05
Discovery Building 1 Snack DIS1-02	\$39.25	\$62.25	\$86.75	\$79.75	\$45.00	\$42.00	\$355.00
East Quad main level Snack EQDD-03	\$0.00	\$0.00	\$0.00	\$408.06	\$96.75	\$2.50	\$507.31
East Quad main level Snack EQDD-03	\$0.00	\$0.00	\$0.00	\$0.00	\$4.00	\$0.00	\$4.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pearle Lab Snack 720C-02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.91
Rice Coach's Support Building SnackRAC-01	\$101.75	\$138.15	\$139.90	\$152.05	\$168.00	\$0.00	\$1,592.46
Engineering Swearingen Food SWGN-09	\$73.25	\$47.75	\$33.45	\$53.00	\$15.00	\$0.00	\$475.45
School of Medicine (VA) Bldg 4 SnackVA-01	\$246.40	\$294.00	\$529.75	\$306.65	\$174.60	\$161.10	\$3,206.41
School of Medicine (VA) Bldg 4 Coffee VA-08	\$23.00	\$30.00	\$48.50	\$16.30	\$9.75	\$1.75	\$213.20
Benson BENS-02	\$0.00	\$0.00	\$0.00	\$0.00	\$126.97	\$79.55	\$206.52

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Fiscal YTD JUL '13 to JUN '14
Osborne ADMN-02	\$71.00	\$95.35	\$103.20	\$110.05	\$91.05	\$100.80	\$1,270.70
Business Admin Snack BA-18	\$100.25	\$300.25	\$386.75	\$401.50	\$94.50	\$42.00	\$2,294.90
Business Admin Snack BA-18	\$453.40	\$556.20	\$688.65	\$401.50	\$416.65	\$344.55	\$5,315.86
Bull Street BSPG-05	\$88.00	\$120.35	\$114.45	\$138.55	\$79.63	\$50.15	\$1,300.18
15 Medical Park Snack CEB-01	\$0.00	\$229.60	\$393.60	\$155.80	\$0.00	\$0.00	\$911.85
Maint Facilities Snack FACC-04	\$429.80	\$305.76	\$410.00	\$465.78	\$374.60	\$315.60	\$4,325.53
1600 Hampton St HS-09	\$147.50	\$102.75	\$134.75	\$257.75	\$166.50	\$130.75	\$3,815.11
1600 Hampton St HS-09	\$393.40	\$472.50	\$522.55	\$257.75	\$455.85	\$519.75	\$3,660.62
Horizon 1 Building Snack HZN1-02	\$47.30	\$71.55	\$82.75	\$64.27	\$43.75	\$67.80	\$649.18
Koger Center Snack KOGE-02	\$0.00	\$93.95	\$52.45	\$30.15	\$0.70	\$0.25	\$236.26

Cash Totals	\$12,350.55	\$16,953.76	\$20,629.25	\$23,040.56	\$11,823.95	\$10,649.85	\$180,585.09
CarolinaCard Totals	\$12,141.65	\$24,079.30	\$23,655.35	\$27,962.30	\$5,872.85	\$2,998.55	\$189,090.02
Cash Totals	\$247.75	\$403.00	\$521.50	\$659.25	\$261.00	\$172.75	\$6,110.01
Total of Both	\$24,739.95	\$41,436.06	\$44,806.10	\$51,662.11	\$17,957.80	\$13,821.15	\$375,785.12

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-14	Aug-14	Fiscal YTD July'14 to JUN'15	Fical YTD 13- 14
Barnwell Snack Lounge BR-04	\$91.00	\$103.00	\$194.00	\$1,781.40
Barnwell Snack Lounge BR-04	\$19.25	\$29.00	\$48.25	\$730.85
Business Admin Snack Bmt BA-10	\$14.75	\$0.00	\$14.75	\$6,074.00
Business Admin Snack Bmt BA-10	\$2.75	\$0.00	\$2.75	\$4,845.90
BA Water 5-flr BA-13	\$0.00	\$0.00	\$0.00	\$797.00
BA Water 5-flr BA-13	\$0.00	\$0.00	\$0.00	\$1,084.00
Coliseum Water COL-12	\$13.00	\$80.25	\$93.25	\$892.90
Coliseum Water COL-12	\$4.00	\$62.00	\$66.00	\$1,712.00
Currell Snack 2-flr CU-03	\$44.80	\$61.00	\$105.80	\$1,050.50
Currell Snack 2-flr CU-03	\$25.95	\$42.75	\$68.70	\$1,049.05
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM306 DMSB-12	\$0.00	\$0.00	\$0.00	\$0.00
Eng 300 Main Snack 300M-03	\$106.00	\$137.75	\$243.75	\$2,461.00
Eng 300 Main Snack 300M-03	\$38.75	\$26.75	\$65.50	\$1,277.00
UTS Snack 3-flr CSER-04	\$175.75	\$198.00	\$373.75	\$1,983.80
UTS Snack 3-flr CSER-04	\$119.25	\$101.75	\$221.00	\$1,343.95
JW Humanities Snack JWHU-02	\$342.25	\$419.50	\$761.75	\$6,216.45
JW Humanities Snack JWHU-02	\$59.75	\$125.50	\$185.25	\$6,187.70
LeConte Snack 1-flr LC-03	\$198.60	\$209.35	\$407.95	\$2,560.50
LeConte Snack 1-flr LC-03	\$38.90	\$67.25	\$106.15	\$2,406.25
Jones Physical Sci Snck PSC-03	\$198.25	\$191.80	\$390.05	\$2,982.45
Jones Physical Sci Snck PSC-03	\$76.50	\$121.20	\$197.70	\$4,011.10
Health Science Snack HESC-03	\$0.00	\$128.25	\$128.25	\$987.55
Health Science Snack HESC-03	\$0.00	\$213.75	\$213.75	\$474.45
Sims Snack main SIMS-04	\$0.00	\$0.00	\$0.00	\$0.00
Sims Snack main SIMS-04	\$0.00	\$0.00	\$0.00	\$0.00
South Tower Snack Bsmt SBT-08	\$38.25	\$109.80	\$148.05	\$2,220.35
South Tower Snack Bsmt SBT-08	\$0.00	\$137.00	\$137.00	\$8,050.20
Jones Physical Sci H20 PSC-02	\$28.00	\$33.00	\$61.00	\$972.25
Jones Physical Sci H20 PSC-02	\$26.00	\$45.00	\$71.00	\$1,226.00
Swearingen Snack SWGN-06	\$220.00	\$225.25	\$445.25	\$3,228.05
Swearingen Snack SWGN-06	\$85.75	\$99.00	\$184.75	\$3,292.95
Wardlaw Snack 2-flr WD-04	\$157.50	\$199.50	\$357.00	\$3,774.55
Wardlaw Snack 2-flr WD-04	\$40.50	\$93.75	\$134.25	\$2,505.65
Bates H Snack Lounge BATE-15	\$62.00	\$32.00	\$94.00	\$3,356.20
Bates H Snack Lounge BATE-15	\$2.00	\$380.00	\$382.00	\$12,877.05

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-14	Aug-14	Fiscal YTD July'14 to JUN'15	Fical YTD 13- 14
Blatt PE Center Water BPEC-06	\$38.00	\$71.00	\$109.00	\$675.50
Blatt PE Center Water BPEC-06	\$37.00	\$166.00	\$203.00	\$1,291.00
Capstone Snack main CAPS-13	\$61.50	\$192.75	\$254.25	\$1,510.15
Capstone Snack main CAPS-13	\$0.00	\$143.55	\$143.55	\$5,229.40
Coker Snack Lounge CLS-08	\$369.65	\$380.50	\$750.15	\$6,685.70
Coker Snack Lounge CLS-08	\$154.25	\$210.25	\$364.50	\$6,474.05
Coker Snack Lounge CLS-09	\$285.15	\$261.75	\$546.90	\$4,483.80
Coker Snack Lounge CLS-09	\$145.10	\$152.25	\$297.35	\$4,800.95
Columbia Hall Snack COLH-09	\$156.00	\$160.25	\$316.25	\$2,281.40
Columbia Hall Snack COLH-09	\$3.00	\$198.75	\$201.75	\$5,950.25
GRSC snack GRSC- 02	\$235.25	\$167.00	\$402.25	\$2,433.30
GRSC snack GRSC- 02	\$71.25	\$67.25	\$138.50	\$927.10
Eng 300 Main Snack 300M-04	\$82.50	\$175.25	\$257.75	\$2,781.80
Eng 300 Main Snack 300M-04	\$55.75	\$82.00	\$137.75	\$3,014.70
Maxcy Snack 1st Floor MAX-03	\$51.50	\$147.75	\$199.25	\$2,138.55
Maxcy Snack 1st Floor MAX-03	\$6.00	\$91.75	\$97.75	\$4,565.70
Music Snack MUSB-04	\$151.25	\$304.25	\$455.50	\$5,389.50
Music Snack MUSB-04	\$47.00	\$95.25	\$142.25	\$4,732.75
WB Nursing Snack 1-flr WMBB-05	\$272.50	\$218.15	\$490.65	\$4,466.25
WB Nursing Snack 1-flr WMBB-05	\$77.50	\$118.85	\$196.35	\$3,913.00
Patterson Hall Snack 1st PH-09	\$488.50	\$236.00	\$724.50	\$3,670.85
Patterson Hall Snack 1st PH-09	\$125.75	\$234.75	\$360.50	\$7,357.00
Preston Snack Canteen PRT-02	\$71.50	\$104.50	\$176.00	\$1,629.95
Preston Snack Canteen PRT-02	\$13.50	\$81.00	\$94.50	\$3,475.65
Roost Snack RDOR-05	\$19.50	\$67.75	\$87.25	\$928.95
Roost Snack RDOR-05	\$0.00	\$18.00	\$18.00	\$1,267.77
Russell House BsmSnack RHDU-06	\$371.50	\$417.75	\$789.25	\$3,984.95
Russell House BsmSnack RHDU-06	\$66.75	\$123.75	\$190.50	\$2,570.80
Sumwalt Snack SUM-05	\$70.25	\$150.00	\$220.25	\$1,867.80
Sumwalt Snack SUM-05	\$11.50	\$43.00	\$54.50	\$1,252.70
TCL Snack Main LIBR-11	\$559.95	\$494.75	\$1,054.70	\$8,187.30
TCL Snack Main LIBR-11	\$262.95	\$297.25	\$560.20	\$14,042.10
Strom Water in front	\$41.00	\$99.00	\$140.00	\$1,018.20
Strom Water in front	\$17.00	\$73.00	\$90.00	\$1,828.00
Bates West Main Snack BAWT-04	\$127.00	\$202.75	\$329.75	\$2,370.45
Bates West Main Snack BAWT-04	\$4.00	\$100.00	\$104.00	\$5,700.55



## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-14	Aug-14	Fiscal YTD July'14 to JUN'15	Fical YTD 13- 14
Blatt PE lobby Snack BPEC-05	\$346.50	\$331.00	\$677.50	\$5,786.50
Blatt PE lobby Snack BPEC-05	\$46.25	\$137.50	\$183.75	\$3,075.90
Coliseum Snack 2-flr COL-11	\$178.75	\$203.00	\$381.75	\$3,563.55
Coliseum Snack 2-flr COL-11	\$49.25	\$112.25	\$161.50	\$3,316.70
Gambrell Snack GAMB-10	\$294.00	\$364.25	\$658.25	\$5,620.90
Gambrell Snack GAMB-10	\$133.00	\$146.00	\$279.00	\$5,240.30
Bates Bus Stop Water	\$0.00	\$0.00	\$0.00	\$0.00
Bates Bus Stop Water	\$0.00	\$0.00	\$0.00	\$2.00
McMaster Snack MM-04	\$70.00	\$132.65	\$202.65	\$3,469.55
McMaster Snack MM-04	\$75.25	\$64.85	\$140.10	\$4,062.20
McClintock Snack lobby MCLT-03	\$0.00	\$0.00	\$0.00	\$0.00
McClintock Snack lobby MCLT-03	\$0.00	\$0.00	\$0.00	\$0.00
Coliseum Basement Snack	\$140.25	\$158.75	\$299.00	\$1,758.90
Coliseum Basement Snack	\$1.00	\$0.75	\$1.75	\$364.65
Law School Snack 1-flr LAWC-08	\$246.50	\$249.50	\$496.00	\$3,653.35
Law School Snack 1-flr LAWC-08	\$38.50	\$45.50	\$84.00	\$1,644.95
UTS Snack 1-flr CSER-05	\$330.00	\$299.75	\$629.75	\$2,216.00
UTS Snack 1-flr CSER-05	\$138.25	\$170.00	\$308.25	\$1,391.00
ROTC Snack lounge ROTC-03	\$37.25	\$63.50	\$100.75	\$833.00
ROTC Snack lounge ROTC-03	\$0.00	\$8.25	\$8.25	\$281.50
Music Water Machine MUSB-06	\$50.75	\$66.00	\$116.75	\$1,049.50
Music Water Machine MUSB-06	\$16.00	\$45.00	\$61.00	\$1,159.00
TCL Snack Main LIBR-16	\$351.50	\$259.50	\$611.00	\$7,498.60
TCL Snack Main LIBR-16	\$169.25	\$137.00	\$306.25	\$10,414.70
TCL Snack 5th flr LIBR-17	\$386.25	\$342.50	\$728.75	\$5,214.80
TCL Snack 5th flr LIBR-17	\$103.50	\$118.75	\$222.25	\$8,034.45
Swearingen Snack SWGN-07	\$128.25	\$193.25	\$321.50	\$3,706.45
Swearingen Snack SWGN-07	\$47.00	\$96.00	\$143.00	\$3,113.60
Public Health Snack PHRC-01	\$251.75	\$179.25	\$431.00	\$3,041.00
Public Health Snack PHRC-01	\$67.25	\$100.75	\$168.00	\$2,072.00
Wade Hampton	\$0.00	\$0.00	\$0.00	\$0.00
Wade Hampton	\$0.00	\$0.00	\$0.00	\$0.00
Band Snack main level Band-01	\$90.00	\$95.25	\$185.25	\$1,800.75
Band Snack main level Band-01	\$4.00	\$67.00	\$71.00	\$1,450.50
Honors Water canteen HON-01	\$8.00	\$13.00	\$21.00	\$83.00
Honors Water canteen HON-01	\$1.00	\$1.00	\$2.00	\$138.00

## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-14	Aug-14	Fiscal YTD July'14 to JUN'15	Fical YTD 13- 14
Honors Snack canteen HON-02	\$1.00	\$59.75	\$60.75	\$2,241.90
Honors Snack canteen HON-02	\$67.25	\$222.50	\$289.75	\$7,982.90
UTS Annex snack CMCT-03	\$174.45	\$163.00	\$337.45	\$1,637.15
UTS Annex snack CMCT-03	\$40.55	\$48.00	\$88.55	\$672.60
Pendleton Garage Water	\$21.00	\$35.00	\$56.00	\$304.25
Pendleton Garage Water	\$15.00	\$13.00	\$28.00	\$206.00
Visitors Center main fl McK-02	\$75.75	\$61.00	\$136.75	\$676.75
Visitors Center main fl McK-02	\$16.25	\$13.25	\$29.50	\$178.50
Booker T.Snack BTWA-02	\$78.25	\$127.50	\$205.75	\$2,164.70
Booker T.Snack BTWA-02	\$3.75	\$31.25	\$35.00	\$1,133.45
Bates West Water BAWT-06	\$0.00	\$1.00	\$1.00	\$116.30
Bates West Water BAWT-06	\$0.00	\$1.00	\$1.00	\$240.00
Petigru Snack Petg-03	\$48.50	\$77.00	\$125.50	\$1,311.35
Petigru Snack Petg-03	\$5.50	\$36.25	\$41.75	\$1,088.55
Discovery Buildding 1 Snack DIS1-02	\$200.00	\$170.90	\$370.90	\$987.05
Discovery Buildding 1 Snack DIS1-02	\$27.50	\$48.60	\$76.10	\$355.00
East Quad main level Snack EQDD-03	\$0.00	\$59.00	\$59.00	\$507.31
East Quad main level Snack EQDD-03	\$0.00	\$79.50	\$79.50	\$4.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-15	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$9.96	\$9.96	\$0.00
DMSB Snack 1st Flr DMSB-13	\$0.00	\$0.00	\$0.00	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$164.40	\$164.40	\$0.00
DMSB Snack RM 484 DMSB-08	\$0.00	\$19.75	\$19.75	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$245.50	\$245.50	\$0.00
DMSB Snack RM 349 DMSB-03	\$0.00	\$14.25	\$14.25	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$198.20	\$198.20	\$0.00
DMSB Snack RM442 DMSB-05	\$0.00	\$11.75	\$11.75	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$173.10	\$173.10	\$0.00
DMSB Snack 2nd Flr DMSB-11	\$0.00	\$0.00	\$0.00	\$0.00
Pearle Lab Snack 720C-02	\$0.00	\$0.00	\$0.00	\$269.82
Rice Coach's Support Building SnackRAC-01	\$210.25	\$179.65	\$389.90	\$1,592.46
Engineering Swearingen Food SWGN-09	\$0.00	\$2.00	\$2.00	\$952.90
School of Medicine (VA) Bldg 4 SnackVA-01	\$5.50	\$5.75	\$11.25	\$3,206.41
School of Medicine (VA) Bldg 4 Coffee VA-08	\$150.40	\$84.85	\$235.25	\$213.20
Benson BENS-02	\$161.25	\$157.45	\$318.70	\$731.74



## University of South Carolina Snack Vending: CarolinaCard vs Credit vs Cash

Vendor Location Description	Jul-14	Aug-14	Fiscal YTD July'14 to JUN'15	Fical YTD 13- 14
Osborne ADMN-02	\$117.90	\$94.95	\$212.85	\$1,270.70
Business Admin Snack BA-18	\$23.50	\$116.00	\$139.50	\$2,294.90
Business Admin Snack BA-18	\$330.90	\$339.10	\$670.00	\$5,315.86
Bull Street BSPG-05	\$151.85	\$88.95	\$240.80	\$2,841.16
15 Medical Park Snack CEB-01	\$0.00	\$0.00	\$0.00	\$1,823.70
Maint Facilities Snack FACC-04	\$380.00	\$189.20	\$569.20	\$4,325.53
1600 Hampton St HS-09	\$54.00	\$61.25	\$115.25	\$3,815.11
1600 Hampton St HS-09	\$542.10	\$500.20	\$1,042.30	\$3,660.62
Horizon 1 Building Snack HZN1-02	\$93.10	\$34.55	\$127.65	\$1,426.01
Koger Center Snack KOGE-02	\$0.00	\$0.00	\$0.00	\$472.52

Cash Totals	\$10,794.60	\$12,152.71	\$22,947.31	\$180,585.09
CarolinaCard Totals	\$2,702.95	\$5,631.05	\$8,334.00	\$189,090.02
Cash Totals	\$77.50	\$177.25	\$254.75	\$6,110.01
Total of Both	\$13,575.05	\$17,961.01	\$31,536.06	\$375,785.12