

May 22, 2025

**Subject: RFQ #2591-A: Vending Machine Services
Addendum #1**

Gentlemen/Ladies:

Below, please find responses to questions, clarification, or additional information for the above referenced Request for Quotes. You will need to consider this information when preparing your quote.

- 1. Does the proposal require that the bidder purchase and supply the vending machines as part of the contract, or is the bidder expected to provide an estimate or plan for the purchase and placement of the machines for future use?**

Response: The bidder will provide and maintain the machines as well as ensure each machine is restocked at reasonable intervals. The county will not be purchasing any of the machines.

- 2. How many vending machines are needed?**

Response: We are requesting a total of 14 machines. (Attachment 1)

- 3. Are there specific snacks or required items needed in the machine?**

Response: There are no specific snacks required; however, a list of suggestions is provided in the RFQ package.

- 4. Can you share the name of the current vendor for this RFQ?**

Response: Firehouse Vending

- 5. Please share any monthly receipts from all 14 vending machines.**

Response: That information has not been requested from or provided to the county by previous vendors.

- 6. If no receipts are available, can you tell me about how much revenue all 14 vending machines generate monthly or annually?**

Response: That information has not been requested from or provided to the county by previous vendors.

- 7. When will this contract be awarded?**

Response: This contract is scheduled to begin on July 1, 2025.

- 8. Can interested parties participate in a site visit?**

Response: A pre-quote conference is not scheduled for this project.

9. It's stated that the machines shall be equipped to accept coins, \$1.00 and \$5.00 bills and to process electronic payments. Would you be interested in having the newer AI Smart Vending Machines placed in any of the 8 locations? However, these smart machines do not accept coin or cash payments. Payments are solely electronic, processed via tap, insert, or app.

Response: Machines equipped to receive coin, cash, or card payments are preferred.

10. The note below the pricing list states that "all applicable charges shall be included in your total quoted amount." Is this amount listed just so that you're aware of how much it cost us to place the machines or are you stating that you'll be responsible for some portion of these costs?

Response: For the 'Retail Price', we want to know the charge at the vending machine. For the 'Wholesale Price', we want to know only how much you pay your supplier for the product.

11. I understand that this is a non-commission-based contract, however, is it possible to review the gross sales or even estimates from the previous vending contract?

Response: That information has not been requested from or provided to the county by previous vendors.

12. The picture for Water System seems to be a combination machine. Does this mean that a combo machine is acceptable for this low traffic location?

Response: Yes, that would be acceptable for that location.

13. What has been the revenue for all the subject locations for the most recent 12 months?

Response: That information has not been requested from or provided to the county by previous vendors.

Received by (Name): _____ **Company** _____

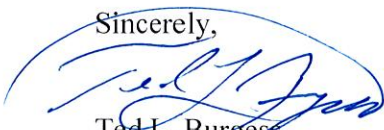
Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, responding individuals, companies or other organizations will still be responsible for the requirements of this addendum and the specifications or changes herein.

Quotes will be accepted until 3:00 pm, Friday, May 30, 2025. Please provide your quote and other information via postal mail, courier, or email to Michelle Sampson, Buyer/Contract Coordinator at msampson@fayettecountyga.gov or fax to (770) 719-5544.

The deadline for inquiries has passed, so the Purchasing Department will not be able to accept any additional questions after this time.

If you have questions, please contact me at (770) 305-5150 or email at msampson@fayettecountyga.gov.

Sincerely,



Ted L. Burgess
Chief Procurement Officer

SCOPE AND SPECIFICATION

RFQ #2591-A: Vending Machine Services

Vending Machine Locations and requirements:

	Location	Address	Approx Staff	Estimated Visitors	Drink Machines	Snack Machines	Preferences
1	Administrative Complex	140 Stonewall Ave. West, Fayetteville-2nd Floor Break	110	Occasional public meetings and training meetings	1	1	Some healthy snacks and drinks preferred
2	Justice Center (Jury room & Front Entrance Lobby)	One Center Drive, Fayetteville	150	400 on average low 200 high 800 depending on court schedule	2	1	Regular Snacks
3	911 Communications	110 Volunteer Way, Fayetteville	37	Full time shifts 24/7 with no ability to leave work area	1		Only have a drink machine
4	Building and Grounds Maintenance	146 McDonough Road, Fayetteville	70		1	1	Regular Snacks
5	Water System Administration	245 McDonough Rd, Fayetteville	23		1	1	Some healthy snacks and drinks preferred
6	Water System-Field Operations	444 Dividend Drive, Peachtree City	18		1	1	Regular Snacks
7	Links Training Center	340 Hewell Road, Fayetteville	3	Classes each week, with 25+ students	1	1	Some healthy snacks and drinks preferred

INTRODUCTION

Fayette County is seeking a contract for vending services for employees and citizens that visit county offices using a third party vendor. This agreement will be a non-commissioned contract between the county and a vending machine company. The county has eight locations that require services.

1. **Purpose.** The Owner's business is located at 140 Stonewall Avenue West, Fayetteville, GA 30214 (hereinafter referred to as the "Premises"). The Vendor may place vending machines within the Premises of the Owner.
2. **Maintenance.** The Vendor shall maintain the vending machines in good and proper working order. This includes keeping machines clean and fully functional so as not to detract from the appearance of the Premises of the Owner.