

MEMORANDUM

TO: Mike Adams, Past Chair of Staff Senate
Penny Cox, Committee Chair, Housing Project Implementation Director
Lee Meyer, Co-Chair, President's Sustainability Advisory Committee
Robert Mock, Vice President for Student Affairs
Eric Monday, Executive Vice President for Finance & Administration
Roshan Palli, President, Student Government Association
Russ Pear, Senior Associate Athletics Director for Facilities & Operations
Steve Skinner, Rosenthal Professor Gatton College of Business, Associate
Dean for Graduate Programs, and Chair of the Department of Marketing
and Supply Chain
Ann Smith, Chief Administrative Officer, UK Health Care
Scott Smith, Professor and Dean, College of Agriculture
Hollie Swanson, Professor of Molecular and Biomedical Pharmacology,
College of Medicine
James Wims, Associate Vice President for Student Affairs
Bob Wiseman, Vice President of Facilities

FROM: Bill Harris, Purchasing Director



DATE: August 23, 2013

SUBJECT: Dining RFP Evaluation Committee

I am writing to request that you serve as a member of the Dining RFP Evaluation Committee. As Purchasing Director, I will serve in an ex-officio, non-voting capacity. Penny Cox has agreed to chair the committee.

The committee charge is to finalize the development of the Request for Proposal (RFP) and to review and evaluate responses to the RFP. The committee will determine which potential business partners are most responsive to the RFP and create a short-list for formal presentations. Following presentations, the committee will select one or more business partners eligible for contract negotiations.

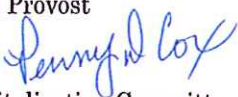
Once the short-list process is complete, the President will determine whether or not to proceed to the contract negotiation phase. Should this phase be authorized, a negotiating team led by Purchasing will begin discussions with the business partner(s) selected for negotiations. Upon completion of negotiations, the committee will have an opportunity to review the final contract terms and conditions and to recommend the business partner who will receive the contract award.

A copy of the March 29, 2013 report from the Dining Project Revitalization Taskforce and the Dining RFI Committee is attached for your review. Penny Cox will be in touch with you to schedule the first committee meeting.



March 29, 2013

To: Eric Monday, EVPFA
Tim Tracy, Interim Provost

From: Penny Cox, Chair 
Dining Project Revitalization Committee and Dining RFI Taskforce

Subject: Recommendations

I am writing on behalf of the Dining Project Revitalization Committee and the Dining RFI Taskforce to recommend that the University move forward with soliciting formal Requests for Proposals (RFPs) from potential business partners for Dining Services. This recommendation comes to you from the 17-committee members with student, faculty and staff representation. This team gathered thoughtful input from the campus and broader community.

We know that achieving transformational modernization of dining at the University to complement and support the aggressive timeline for expansion of student housing is vital. We not only talked with our campus and community constituents but also issued a Request for Information RFI# UK-1238-13 in February to obtain responses from the internal UK Dining Services and from external market vendors in response to the Envision Strategies dining report. We had a total of five respondents. Our committee heard presentations from all respondents on March 25.

We ask that if our recommendation is accepted, the RFP include the following criteria:

- 1) A commitment to ensure that current full-time UK dining employees will have employment opportunities either with the university or with the selected business partner. A commitment to continue employing student workers in our dining operations also should be part of the contractual requirement.
- 2) A mandatory commitment to sustainability by purchasing local food produce and our partnership with the Kentucky Proud Program.

Committee members received passionate input about Kentucky Proud and other sustainability issues. Fidelity to our land-grant mission through a commitment to sustainability and local purchasing is critical.

- 3) A commitment to affordability, expanded options, healthier food choices and responsiveness to the many constituencies that comprise the university.

UK has strong relationships, for example, with many existing food franchises. Those need to be strengthened and expanded. At the same time, we must have a dining services operation that can adapt to changes in tastes and technology, which provide students and others more information about choices, health, nutrition, wellness options, and the latest trends.

- 4) A significant capital investment to improve and expand dining venues in conjunction with the rapid transformation of on-campus housing from 5,100 to 8-9,000 and the associated student enrollment growth. This investment should not include any project-specific debt.

In conjunction with the capital investment, the vendors must provide an implementation schedule that has a delivery timeline to provide these critical new and temporary dining facilities as K-Lair, Blazer Café, and Commons are demolished.

- 5) Continued support and sponsorship for campus activities and engagement.

We also recommend that open forum meetings with dining employees, interested students, faculty, staff and those in the community who have thoughtfully given voice to a range of concerns be scheduled over the next several weeks. We are available to promote and participate in those conversations as appropriate.

Please do not hesitate to call me, or other members of the evaluation committee, if you have any questions or require clarification on our recommendations. More information about the project is available at: www.uky.edu/diningrevitalization.

cc: Dining Project Revitalization Committee
Dining RFI Taskforce