

Approved motion from 11/15 Spartan Shops Board Meeting

Motion to proceed with an RFP to engage an outside entity to bid on the San Jose State Food Services business.

Move to proceed with a Request for Proposal to engage outside entities to bid on the San Jose State University Food Services business. The RFP and bids will be subject to the following constraints:

- Spartan Shops will continue operations until an agreement is reached.
 - o No new or changes to business ventures without Board approval
 - o Work to solve short-term problems identified in CINI report
 - o By December 8th establish a PIP (Performance Improvement Plan) with participation from Students, Housing, Admin, Board for measuring progress of changes to operations
 - o Review of PIP on April 1, in conjunction with RFP submittals
- Bids must include significant retention of student jobs (viewed as FTEs)
- Bids must include assurances to interview and potentially retain Spartan Shops management personnel in appropriate positions

Engage a consultant to assist with writing the RFP for Vendor Selection

Move to proceed with contracting of a consultant in the winter of 2017 to assist in preparing a campus dining operations RFP to engage outside entities to bid on the San Jose State University Food Services business. The consulting contract will be subject to the following constraints:

- o The work plan for this project is to include establishing program objectives and developing an RFP document.
- o The consultant will assist the University with managing the processing and evaluation of bid submissions.

Engage a consultant to assist with a Dining Master Plan

Move to engage a consultant to work with the University to develop a dining evaluation framework to guide decisions concerning the location, type, and size of future campus dining venues. Specifically, the project will be designed to address:

- o The establishment of a clear dining vision aligned with the University's broader institutional mission.
- o The coordination of the dining master plan with the University's master plan.
- o The development of a demand model to project future dining utilization that incorporates major population shifts resulting from campus development and enrollment growth
- o The planning effort will engage key campus stakeholders and interact with the RFP process to involve 3rd parties in the dining concept planning process to modernize campus facilities and service models.