

**City of Philadelphia  
Procurement Department**

**Addendum No. 1 Date: September 2, 2016**

**Concession RFP # C-104-16**

**Deadline for Submitting Proposals: September 15, 2016, at 10:30 AM, Local Time**

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**It is the sole responsibility of the Respondent to ensure it has received all addenda to the RFP. The Procurement Commissioner may, in the Commissioner's sole discretion, reject any Proposal for which not all the addenda have been executed and returned.**

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**NOTICE**

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**REQUEST FOR PROPOSAL #C-104-16**

**Concession for the Operation and Management of a City-Wide Vending  
Machine Program**

**RFP # C-104-16  
IS AMENDED AS FOLLOWS:**

Except as expressly amended by this Addendum No. 1, the RFP is unchanged. Except as otherwise defined in this Addendum No. 1, capitalized words and phrases used in this Addendum No. 1 have the meanings assigned to them in the RFP.

**You are hereby notified of the following changes and supplements to the above RFP:**

Attached please find:

- 1) Replace "Section 2.5.2, page 16: Sales & Commission Report (Monthly)" with the revised attachment.
- 2) Responses to Vendor Questions
- 3) Replace "Attachment 6: Refrigerated Beverage Vending Machine's Key Product Criteria" with the revised attachment.
- 4) Exhibit: Pre-Proposal Meeting Sign-In Sheet
- 5) Exhibit: Gross Sales 2015
- 6) Exhibit: Gross Sales 2014
- 7) Exhibit: Gross Sales 2012

**ADDENDUM NO. 1  
ACKNOWLEDGEMENT OF RECEIPT**

**CITY OF PHILADELPHIA, REQUEST FOR PROPOSAL CONCESSION FOR THE OPERATION AND  
MANAGEMENT OF A CITY-WIDE VENDING MACHINE PROGRAM, RFP#C-104-16**

I have carefully read Addendum No. 1 to the Request for Proposal for the **Concession for the  
Operation and Management of a City-Wide Vending Machine Program**, and I certify that I  
have received all pages listed in Addendum No. 1.

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Name of Respondent

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Signature of Respondent's Authorized Official

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Printed Name and Title of Signer

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Date

## Section 2.5.2 Sales & Commission Report (Monthly)

A report that details by location and by machine, the monthly and year to date (ytd) gross sales, sales tax, net sales and concession fee paid for each location and machine. The (ytd) numbers will be on a calendar basis. The report must detail the meter counts showing beginning balance and ending balance to confirm gross sales for the period. **The Report will also show the commission check #, check amount, date sent and the City of Philadelphia contact person whom it was sent to.** The Report is to be sent monthly to the Project Managers by the 15<sup>th</sup> day of the following month. The City may impose a \$25 per day penalty for every day that the sales and Commission Report is received late and /or sent incorrectly.

### Responses to Vendor Questions

- 1) Can you please provide historical vending sales, by location if possible?

*Attached are exhibits which show sales by location for the calendar year of 2014 and 2015. Also, attached is an exhibit for calendar year 2012 which was under a prior contract.*

- 2) Are we able to survey the current vending program at some of the facilities listed and are there any credentials required by our personnel at some of these facilities?

*Most of the City facilities should be accessible. You will need identification to get into the buildings. For anyone interested in viewing the vending machines at the Prisons locations, you need to make arrangements with Correctional Officer Jarrard Faulkner at 215-685-7722. His email address is: [jarrard.faulkner@prisons.phila.gov](mailto:jarrard.faulkner@prisons.phila.gov). If you cannot reach Jarrard, you can also contact Deborah Snyder at 215-685-7902. Her email address is: [deborah.snyder@phila.gov](mailto:deborah.snyder@phila.gov). For anyone interested in viewing vending machines at Philadelphia International Airport, please contact Alec Gever by email at: [alec.gever@phl.org](mailto:alec.gever@phl.org).*

- 3) In regards to the beverage portion of this RFP, can a company bid on just a portion of that opportunity? In essence, if a company wanted to offer a limited number of machines to be placed with strictly 100% "Healthy Choice" options.

*Proposals with a programmatic focus will be considered, even if those proposals don't fulfill the entire breadth and depth of the opportunity. However, any program-centered proposal must be thoughtfully presented in order to strategically augment any other vending selection made by the City. The City reserves the right to change or eliminate any service provided through this opportunity should that service become redundant, does not perform well, or does not meet the Healthy Standard requirements established by Attachment 5 "Healthy Vending Standards" and in this agreement.*

- 4) Are you able to share which companies attended the mandatory pre-proposal meeting?

*Attached is an exhibit which is a copy of the sign in sheet.*

## Revised Attachment 6

### Refrigerated Beverage Vending Machines Key Product Criteria

#### Qualification Criteria

#### Maximum Daily Energy Consumption (MDEC)

To qualify for ENERGY STAR, refrigerated beverage vending machines shall consume equal to or less than the MDEC values, in kWh/day± obtained using the equations below:

Class A – New and Rebuilt Machines:  $0.0523V + 2.432$

Class B – New and Rebuilt Machines:  $0.0657V + 2.844$

Where:

V = the refrigerated volume (ft<sup>3</sup>) of the refrigerated bottled or canned beverage vending machine, as measured by the American National Standards Institute (ANSI)/Association of Home Appliance Manufacturers (AHAM) HRF—I —2004 "Energy, Performance and Capacity of Household Refrigerators, Refrigerator-Freezers and Freezers." Measurement of refrigerated volume must be in accordance with the methodology specified in Section 5.2, Total Refrigerated Volume (excluding subsections 5.222 through 5.2.4), of ANSI/AHAM HRF—I —2004<sup>2</sup>.

#### **Low Power Mode**

The machine shall be capable of operating in at least one of the low power mode states described below:

1. Lighting low power state lights off for an extended period of time.
- 2 Refrigeration low power state — the average beverage temperature is allowed to rise to 40 °F or higher for an extended period of time.
3. Whole machine low power state — the lights are off and the refrigeration operates in its low power state.

In addition, the machine shall be capable of returning itself back to its normal operating conditions at the conclusion of the inactivity period. The low power mode-related controls/software shall be capable of onsite adjustment by the vending operator or machine owner unless the low power controlling device is already preprogrammed when installed into the machines.

#### **Test Requirements**

When testing refrigerated beverage vending machines, the following test methods shall be used to determine ENERGY STAR qualification:

## **Definitions**

### **Refrigerated Beverage Vending Machine**

A commercial refrigerator that cools bottled or canned beverages and dispenses the bottled or canned beverages on payment. Bottled or canned beverages are defined as "within a sealed container."

- 1 Class A Machine: A refrigerated bottled or canned beverage vending machine that is fully cooled and is not a combination vending machine.
- 2 Class B Machine: Any refrigerated bottled or canned beverage vending machine not considered to be Class A, and is not a combination vending machine.
- 3 Combination Machine: A refrigerated bottled or canned beverage vending machine that also has non-refrigerated volumes for the purpose of vending other, non -"sealed beverage" merchandise. In this definition, "volume" refers to a separate, non-refrigerated compartment within the machine. A self-contained system designed to accept consumer payments and dispense bottled, canned, and other sealed beverages at appropriate temperatures without on-site labor intervention.

### **Rebuilt Refrigerated Beverage Vending Machine**

A UL Listed or Classified refrigerated beverage vending machine that has been previously in use and subjected to various degrees of retrofitting, remanufacturing, refurbishing, repairing, or reconditioning for resale or reuse. For purposes of ENERGY STAR qualification, rebuilt model shall include the machine and energy efficiency components or kit installed to meet ENERGY STAR requirements.

### **Rebuilding Kit**

A combination of components that may be installed in a previously used vending machine at a refurbishment center.

### **Basic Model<sup>3</sup>**

All units of a given type of covered product (or class thereof) manufactured by one manufacturer, having the same primary energy source, and which have essentially identical electrical, physical, and functional characteristics that affect energy consumption or energy efficiency.

### **Low Power Mode**

The reduced power state of a refrigerated beverage vending machine during extended periods of inactivity.

### **Standard Product<sup>4</sup>**

The standard product shall be 12 oz (355 ml) cans for machines that are capable of dispensing 12 oz (355 ml) cans. For all other machines, the standard product shall be the product specified by the manufacturer as the standard product.

**Vendible Capacity**<sup>5</sup>

The maximum quantity of standard product that can be dispensed from one full loading of the vending machine without further reload operations when used as recommended by the manufacturer.

<sup>1</sup> Ibid

<sup>2</sup> CFR Part 431 9294.

<sup>3</sup> 10 CFR 431 9292 of Subpart Q

<sup>4</sup> ASHRAE Standard 321-2004, Methods of Testing for Rating Vending Machines for Bottled, Canned, and Other Sealed Beverages.

<sup>5</sup>. Ibid

MANDATORY PRE-PROPOSAL MEETING SIGN IN SHEET  
RFP # C-104-16  
CONCESSION FOR THE OPERATION AND MANAGEMENT OF A CITY -  
WIDE VENDING MACHINE PROGRAM  
AUGUST 23, 2016

NAME	COMPANY/ADDRESS	PHONE/FAX
ADAM DEAN	MORNING STARTS 69A ZIMMELMAN W. 19047	215 943 4455
MARK ROBINSON	ONE SOURCE 1194 ZARA DR. POTTSTOWN, 19424 CANTEN	610-495-9353
George Keszeli	200 THOMAS RD. Phoenixville, PA 19360 RDS	610-212-0321
Greg Arbiz	200 E. WASHINGTON ST. NORRISTOWN, PA 19401	610-731-0100
Amanda Wagner	PDPH	
Jennifer Aquilante	PDPH	
Kinnari Chandriani	PDPH	
Dan McClave Steve Fuge	Fresh Healthy Philly	610.322.5161 610.442.0113
ARTHUR PALMER	COCA-COLA	610.215-612-5110
KATLYN KASTENHUBER	801 E. ERIE AVE PHILADELPHIA	267-249-0168
Joe Mc Hugh	COCA-COLA 801 E. ERIE AVE Philadelphia	215-913-9884
Jeff West	West Dairy, Inc. 2792 Schuylkill Road, Springs CITY, PA 19475	(610) 495-0100 x 223
Jessica DeJesus	Procurement <del>JESSIE</del> Dept	215-686-4740.
Wrenton Wright	Pepsi-Cola 11701 Roosevelt Blvd Phila. PA 19154	215-961-4017 215-961-4030 (fax)
Michelle Flamer	LAW Dept. - City of Phila.	3-5053

**City of Philadelphia**  
**Year to Date Sales 2015**

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
City Hall	Broad & Market St	50413	Coke	4th Floor City Council Room	\$20.00
City Hall	Broad & Market St	53852	Coke	7th Floor	\$495.75
City Hall	Broad & Market St	2017712	Snack	1st Floor 153	\$970.50
City Hall	Broad & Market St	2390629	Snack	7th Floor	\$3,182.99
City Hall	Broad & Market St	2390632	Snack	1st Floor 111	\$579.95
City Hall	Broad & Market St	2395033	Snack	7th Floor	\$2,971.66
City Hall	Broad & Market St	2442783	Snack	Room 195	\$4,061.22
City Hall	Broad & Market St	9002538	Coke	7th Floor	\$1,024.98
City Hall	Broad & Market St	10004162	Coke	7th Floor	\$1,812.16
City Hall	Broad & Market St	10290791	Pepsi	1st Floor 153	\$936.16
City Hall	Broad & Market St	10294104	Pepsi	7th Floor	\$961.70
City Hall	Broad & Market St	10294137	Pepsi	7th Floor	\$904.27
City Hall	Broad & Market St	10296581	Pepsi	1st Floor 111	\$354.05
City Hall	Broad & Market St	RY00024970	Coke	Room 195	\$2,231.72
City Hall	Broad & Market St	RY15003975	Coke	Room 177	\$168.20
<b>City Hall Total</b>					<b>\$20,675.31</b>
Criminal Justice Center	1301 Filbert St	21819	Coke	101 Jury Room	\$2,771.12
Criminal Justice Center	1301 Filbert St	2364574	Hot Bev	101 Jury Room	\$155.75
Criminal Justice Center	1301 Filbert St	2473251	Snack	206 Criminal Listing	\$1,607.17
Criminal Justice Center	1301 Filbert St	2473252	Snack	3rd Floor Breakroom	\$939.77
Criminal Justice Center	1301 Filbert St	2473260	Snack	101 Jury Room	\$11,337.65
Criminal Justice Center	1301 Filbert St	2473261	Snack	Basement Bail Bond	\$2,317.20
Criminal Justice Center	1301 Filbert St	2798365	Pepsi	101 Jury Room	\$4,506.46
Criminal Justice Center	1301 Filbert St	3008380	Coke	206 Criminal Listing	\$625.30
Criminal Justice Center	1301 Filbert St	3008406	Coke	Basement Bail Bond	\$1,104.32
Criminal Justice Center	1301 Filbert St	9998368	Coke	3rd Floor Breakroom	\$495.25
Criminal Justice Center	1301 Filbert St	10290790	Pepsi	Basement Bail Bond	\$909.48
Criminal Justice Center	1301 Filbert St	10294144	Pepsi	101 Jury Room	\$5,698.36
<b>Criminal Justice Center Total</b>					<b>\$32,467.83</b>
Curran Fromhold	7901 State Road	82020	Coke	Staff Dining	\$774.75
Curran Fromhold	7901 State Road	99696	Coke	Employee Lounge	\$3,942.69
Curran Fromhold	7901 State Road	140080	Coke	1st Floor Employee HW	\$2,075.70
Curran Fromhold	7901 State Road	1542695	Pepsi	Visitors Lounge	\$6,704.04
Curran Fromhold	7901 State Road	2364573	Hot Bev	Employee Lounge	\$136.20
Curran Fromhold	7901 State Road	2473219	Snack	Employee Lounge	\$7,532.94
Curran Fromhold	7901 State Road	2473222	Snack	Employee Lounge	\$10,902.34
Curran Fromhold	7901 State Road	2473223	Refrig Food	Employee Lounge	\$1,001.35
Curran Fromhold	7901 State Road	2473237	Snack	Visitors Lounge	\$8,391.87
Curran Fromhold	7901 State Road	2775354	Pepsi	Employee Lounge	\$10,417.23

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Curran Fromhold	7901 State Road	4521009	Pepsi	Employee Lounge	\$5,148.07
Curran Fromhold	7901 State Road	9005909	Coke	Employee Lounge	\$3,806.41
Curran Fromhold	7901 State Road	11006847	Coke	Staff Dining	\$417.85
<b>Curran Fromhold Total</b>					<b>\$61,251.44</b>
Detention Center	8201 State Road	44199	Coke	2nd Floor Medical	\$257.00
Detention Center	8201 State Road	1047892	Coke	Breakroom	\$358.90
Detention Center	8201 State Road	2473228	Refrig Food	Breakroom	\$851.30
Detention Center	8201 State Road	2473265	Snack	Breakroom	\$9,413.04
Detention Center	8201 State Road	2473266	Snack	Main Lobby	\$2,160.25
Detention Center	8201 State Road	2473276	Snack	Staff Dining	\$4,830.75
Detention Center	8201 State Road	10248152	Pepsi	Breakroom	\$7,598.75
Detention Center	8201 State Road	10294102	Pepsi	Staff Dining	\$5,373.21
Detention Center	8201 State Road	10294149	Pepsi	Main Lobby	\$2,272.05
Detention Center	8201 State Road	98044854	Coke	Breakroom	\$360.90
Detention Center	8201 State Road	402015328	Coke	Main Lobby	\$1,089.56
<b>Detention Center Total</b>					<b>\$34,565.71</b>
District Attorney	3 S Penn Square	2373801	Pepsi	Mezzanine	\$1.00
District Attorney	3 S Penn Square	2390608	Snack	12th Floor	\$1,452.34
District Attorney	3 S Penn Square	2390611	Snack	14th Floor	\$837.85
District Attorney	3 S Penn Square	2390612	Snack	3rd Floor	\$549.50
District Attorney	3 S Penn Square	2390614	Snack	8th Floor	\$458.41
District Attorney	3 S Penn Square	2390890	Snack	13th Floor	\$1,606.80
District Attorney	3 S Penn Square	2390893	Snack	17th Floor A	\$420.15
District Attorney	3 S Penn Square	2456695	Snack	Mezzanine	\$352.00
District Attorney	3 S Penn Square	2464958	Snack	11th Floor	\$832.40
District Attorney	3 S Penn Square	2795783	Pepsi	13th Floor	\$296.90
District Attorney	3 S Penn Square	2796942	Pepsi	8th Floor	\$250.70
District Attorney	3 S Penn Square	2796945	Pepsi	11th Floor	\$839.10
District Attorney	3 S Penn Square	2797298	Pepsi	Mezzanine	\$0.00
District Attorney	3 S Penn Square	10294129	Pepsi	3rd Floor	\$119.85
District Attorney	3 S Penn Square	10294171	Pepsi	14th Floor	\$329.15
District Attorney	3 S Penn Square	10294173	Pepsi	12th Floor	\$520.30
District Attorney	3 S Penn Square	10294174	Snack	17th Floor A	\$23.80
District Attorney	3 S Penn Square	11004351	Coke	Mezzanine	\$771.15
District Attorney	3 S Penn Square	390091376	Coke	5th Floor	\$13.00
<b>District Attorney Total</b>					<b>\$9,674.40</b>
House of Corrections	8001 State Road	2387004	Snack	Maintenance Building	\$1,014.33
House of Corrections	8001 State Road	2473231	Refrig Food	Employee Lounge Left Front	\$530.65
House of Corrections	8001 State Road	2473268	Snack	Staff Dining	\$426.30
House of Corrections	8001 State Road	2473272	Snack	Employee Lounge Left Back	\$2,281.85
House of Corrections	8001 State Road	2473273	Snack	Employee Lounge Left Front	\$7,635.87
House of Corrections	8001 State Road	2558149	Pepsi	Employee Lounge Left Back	\$3,717.71

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
House of Corrections	8001 State Road	2775380	Pepsi	Staff Dining	\$582.85
House of Corrections	8001 State Road	2794637	Pepsi	Employee Lounge Left Front	\$7,238.49
House of Corrections	8001 State Road	1508BL01843	Coke	Inner Jail	\$816.51
<b>House of Corrections Total</b>					<b>\$24,244.56</b>
Municipal Services Building	1401 JFK Blvd	50139	Coke	9th Floor	\$787.71
Municipal Services Building	1401 JFK Blvd	84871	Coke	13th Floor	\$1,136.75
Municipal Services Building	1401 JFK Blvd	88119	Coke	12th Floor	\$39.00
Municipal Services Building	1401 JFK Blvd	2473242	Snack	1st Floor	\$934.05
Municipal Services Building	1401 JFK Blvd	2473243	Snack	4th Floor	\$2,010.08
Municipal Services Building	1401 JFK Blvd	2473244	Snack	10th Floor	\$1,903.25
Municipal Services Building	1401 JFK Blvd	2473245	Snack	13th Floor	\$2,148.25
Municipal Services Building	1401 JFK Blvd	2473269	Snack	7th Floor	\$1,575.18
Municipal Services Building	1401 JFK Blvd	11006838	Coke	10th Floor	\$1,188.00
Municipal Services Building	1401 JFK Blvd	11006844	Coke	3rd Floor	\$556.91
Municipal Services Building	1401 JFK Blvd	11006848	Coke	16th Floor	\$1,172.47
Municipal Services Building	1401 JFK Blvd	11006849	Coke	5th Floor	\$1,055.66
Municipal Services Building	1401 JFK Blvd	11006851	Coke	2nd Floor	\$638.40
Municipal Services Building	1401 JFK Blvd	11006853	Coke	6th Floor	\$813.99
Municipal Services Building	1401 JFK Blvd	11996839	Coke	15th Floor	\$1,337.91
<b>Municipal Services Building Total</b>					<b>\$17,297.61</b>
PICC Center	8301 State Road	2473226	Snack	Visitors Breakroom	\$3,481.20
PICC Center	8301 State Road	2473227	Snack	Staff Breakroom	\$6,468.67
PICC Center	8301 State Road	2473234	Refrig Food	Staff Breakroom	\$566.55
PICC Center	8301 State Road	2775381	Pepsi	Staff Breakroom	\$6,911.88
PICC Center	8301 State Road	2777232	Pepsi	Visitors Breakroom	\$5,104.45
PICC Center	8301 State Road	6000200	Coke	Staff Breakroom	\$955.90
PICC Center	8301 State Road	89640020	Coke	Staff Breakroom	\$2,328.51
<b>PICC Center Total</b>					<b>\$25,817.16</b>
Police Round House	7th & Race St	906968	Coke	2nd Floor	\$2,225.25
Police Round House	7th & Race St	2390887	Snack	2nd Floor	\$2,149.65
Police Round House	7th & Race St	2395020	Refrig Food	1st Floor Café	\$40.00
Police Round House	7th & Race St	2395021	Snack	1st Floor Café	\$3,034.64
Police Round House	7th & Race St	2395022	Snack	2nd Floor	\$4,178.75
Police Round House	7th & Race St	2662106	Pepsi	Basement	\$526.10
Police Round House	7th & Race St	2775370	Pepsi	2nd Floor	\$2,393.91
Police Round House	7th & Race St	2795399	Pepsi	1st Floor Café	\$985.91
Police Round House	7th & Race St	7002707	Coke	1st Floor Café	\$1,314.80
Police Round House	7th & Race St	9004437	Coke	1st Floor Café	\$2,203.00
<b>Police Round House Total</b>					<b>\$19,052.01</b>
Public Property	1515 Arch Street	38006	Coke	5th Floor	\$756.45
Public Property	1515 Arch Street	39622	Coke	1st Floor	\$608.55
Public Property	1515 Arch Street	42674	Coke	4th Floor	\$260.55

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Public Property	1515 Arch Street	44105	Coke	15th Floor	\$724.21
Public Property	1515 Arch Street	45478	Coke	16th Floor	\$1,028.40
Public Property	1515 Arch Street	45486	Coke	1st Floor	\$753.05
Public Property	1515 Arch Street	49438	Coke	10th Floor	\$509.51
Public Property	1515 Arch Street	50478	Coke	11th Floor	\$296.60
Public Property	1515 Arch Street	51044	Coke	13th Floor	\$479.05
Public Property	1515 Arch Street	51590	Coke	18th Floor	\$910.50
Public Property	1515 Arch Street	53784	Coke	17th Floor	\$538.45
Public Property	1515 Arch Street	81993	Coke	3rd Floor	\$1,136.67
Public Property	1515 Arch Street	86548	Coke	8th Floor	\$617.90
Public Property	1515 Arch Street	88482	Coke	7th Floor	\$997.85
Public Property	1515 Arch Street	89076	Coke	14th Floor	\$1,059.75
Public Property	1515 Arch Street	90519	Coke	2nd Floor	\$396.65
Public Property	1515 Arch Street	2473240	Snack	16th Floor	\$1,612.57
Public Property	1515 Arch Street	2473241	Snack	18th Floor	\$1,550.40
Public Property	1515 Arch Street	2473246	Snack	14th Floor	\$1,249.57
Public Property	1515 Arch Street	2473247	Snack	13th Floor	\$293.25
Public Property	1515 Arch Street	2473248	Snack	11th Floor	\$486.35
Public Property	1515 Arch Street	2473249	Snack	10th Floor	\$1,047.10
Public Property	1515 Arch Street	2473250	Snack	1st Floor	\$905.00
Public Property	1515 Arch Street	2473253	Snack	2nd Floor	\$1,083.67
Public Property	1515 Arch Street	2473254	Snack	3rd Floor	\$2,280.06
Public Property	1515 Arch Street	2473255	Snack	4th Floor	\$1,953.71
Public Property	1515 Arch Street	2473256	Snack	5th Floor	\$1,777.70
Public Property	1515 Arch Street	2473257	Snack	6th Floor	\$2,005.69
Public Property	1515 Arch Street	2473258	Snack	7th Floor	\$784.29
Public Property	1515 Arch Street	2473259	Snack	8th Floor	\$2,387.09
Public Property	1515 Arch Street	2473270	Snack	17th Floor	\$1,136.32
Public Property	1515 Arch Street	2473271	Snack	15th Floor	\$967.70
Public Property	1515 Arch Street	11006841	Coke	6th Floor	\$641.90
<b>Public Property Total</b>					<b>\$33,236.51</b>
24 & 25th Police	3901 Whitaker	7005046	Snack	2nd Floor	\$956.90
24 & 25th Police	3901 Whitaker	1505-01747	Bottle Bev	2nd Floor	\$830.81
<b>24 &amp; 25th Police Total</b>					<b>\$1,787.71</b>
5th Police Distr	6686 Ridge Ave.	31015375	Snack	Lobby	\$1,264.54
5th Police Distr	6686 Ridge Ave.	200308BA00194	Bottle Bev	Lobby	\$154.70
<b>5th Police Distr Total</b>					<b>\$1,419.24</b>
7th Police Distr	9800 Bustleton Ave.	7052559	Snack	Hallway	\$629.66
7th Police Distr	9800 Bustleton Ave.	761003276	Bottle Bev	Hallway	\$524.17
<b>7th Police Distr Total</b>					<b>\$1,153.84</b>
8th Police Distr	10175 Academy Rd.	331024353	Snack	Lobby	\$609.10
8th Police Distr	10175 Academy Rd.	200140BA00089	Bottle Bev	Lobby	\$143.55

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
8th Police Distr	10175 Academy Rd.	69770161BC	Bottle Bev	Lobby	\$245.78
<b>8th Police Distr Total</b>					<b>\$998.44</b>
Airport Warehouse	8401 executive Ave.	00158018540	Snack	1234 warehouse	\$0.00
Airport Warehouse	8401 executive Ave.	68870581BB	Bottle Bev	1234 warehouse	\$236.33
<b>Airport Warehouse Total</b>					<b>\$236.33</b>
ASD Cambria	17th & Cambria	12399050068	Snack	Staff Dining Area	\$1,498.18
ASD Cambria	17th & Cambria	76230389DC	Bottle Bev	Staff Dining Area	\$1,071.19
ASD Cambria	17th & Cambria	76290259DC	Bottle Bev	Staff Dining Area	\$286.24
<b>ASD Cambria Total</b>					<b>\$2,855.60</b>
Asd Modular Cent	8101 State Road	69830271	Bottle Bev	Breakroom	\$2,461.86
Asd Modular Cent	8101 State Road	122a00033013	Snack	Breakroom	\$3,212.78
<b>Asd Modular Cent Total</b>					<b>\$5,674.64</b>
Baxter Filter Pl	9001 State Road	31054003	Snack	Breakroom	\$369.31
Baxter Filter Pl	9001 State Road	76450373AD	Bottle Bev	Breakroom	\$228.85
<b>Baxter Filter Pl Total</b>					<b>\$598.16</b>
Biosolids Recycling Center	7800 Penrose Ferry Road	157011303	Snack	Office	\$35.52
Biosolids Recycling Center	7800 Penrose Ferry Road	200314BA00277	Bottle Bev	Office	\$35.58
<b>Biosolids Recycling Center Total</b>					<b>\$71.10</b>
Bridesburg Recreation Center	4625 Richmond Street	123b02015039	Snack	Lobby	\$7,715.79
Bridesburg Recreation Center	4625 Richmond Street	81700092 ca	Bottle Bev	Lobby	\$4,120.19
Bridesburg Recreation Center	4625 Richmond Street	81710054ca	Bottle Bev	Lobby	\$3,523.39
<b>Bridesburg Recreation Center Total</b>					<b>\$15,359.37</b>
Camria Water Dep	29th Street & Cambria Ave	83390261	Bottle Bev	Break Area	\$4,907.32
Camria Water Dep	29th Street & Cambria Ave	123c02289025	Snack	Break Area	\$7,549.80
<b>Camria Water Dep Total</b>					<b>\$12,457.12</b>
Carousel House Recreation Center	4600 Concourse drive	1003	Bottle Bev	Vending Area	\$659.46
Carousel House Recreation Center	4600 Concourse drive	123C03027037	Snack	Vending Area	\$1,516.44
<b>Carousel House Recreation Center Total</b>					<b>\$2,175.90</b>
Center HC10	131 E Chelton Ave	31053870	Snack	Breakroom	\$1,156.74
Center HC10	2230 Cottman Ave	14716435	Snack	Breakroom	\$520.46
Center HC10	2230 Cottman Ave	28556529	Bottle Bev	Breakroom	\$420.60
<b>Center HC10 Total</b>					<b>\$2,097.80</b>
Center HC3	555 S 43rd St	1008	Bottle Bev	Breakroom	\$497.30
Center HC3	555 S 43rd St	1009	Snack	Breakroom	\$477.67
<b>Center HC3 Total</b>					<b>\$974.96</b>
Center HC4	4400 Haverford Ave	11111	(blank)	(blank)	\$5,944.00
Center HC4	4400 Haverford Ave	22222	(blank)	(blank)	\$2,522.36
Center HC4	4400 Haverford Ave	76740569	Bottle Bev	Breakroom	\$5,344.20
<b>Center HC4 Total</b>					<b>\$13,810.56</b>
Center HCS	1920 N 20th st	2008	Snack	Breakroom	\$1,445.81
Center HCS	1920 N 20th st	0936/655CZ	(blank)	Breakroom	\$630.02
<b>Center HCS Total</b>					<b>\$2,075.82</b>

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Center HC6	321 W. Girard Ave	2009	Snack	Breakroom	\$1,279.49
Center HC6	321 W. Girard Ave	68141440CA	Bottle Bev	Breakroom	\$662.14
<b>Center HC6 Total</b>					<b>\$1,941.63</b>
Center HC9	131 E Chelton Ave	76090180	Bottle Bev	Breakroom	\$692.78
<b>Center HC9 Total</b>					<b>\$692.78</b>
Center SMHC	2840 Dauphin St	158018540	Snack	Breakroom	\$642.04
Center SMHC	2840 Dauphin St	8243008288	Bottle Bev	Breakroom	\$0.00
<b>Center SMHC Total</b>					<b>\$642.04</b>
Dept. of Behavioral Health Admin. Office	1101 Market Street	31052592	Snack	7th Floor breakroom	\$530.42
Dept. of Behavioral Health Admin. Office	1101 Market Street	76880586D	Bottle Bev	7th Floor breakroom	\$366.78
<b>Dept. of Behavioral Health Admin. Office Total</b>					<b>\$897.20</b>
Disston Recreation Center	Disston & Glenoch	198439	Bottle Bev	Lobby	\$810.35
<b>Disston Recreation Center Total</b>					<b>\$810.35</b>
DVIC	2800 S. 20th Street	76014892	Snack	(blank)	\$1,421.44
DVIC	2800 S. 20th Street	19940BA04040	Bottle Bev	(blank)	\$1,244.00
<b>DVIC Total</b>					<b>\$2,665.44</b>
Employee Health Center	1901 Fairmount Avenue	7063672	Snack	Lobby	\$630.87
Employee Health Center	1901 Fairmount Avenue	199149D	Bottle Bev	Lobby	\$548.44
<b>Employee Health Center Total</b>					<b>\$1,179.30</b>
Fire Academy	5200 Pennypack Street	123c03023047	Snack	Cafe	\$3,167.20
Fire Academy	5200 Pennypack Street	200307BA01028	Bottle Bev	Cafe	\$1,250.65
Fire Academy	5200 Pennypack Street	69830438 cc	Bottle Bev	Cafe	\$1,392.59
<b>Fire Academy Total</b>					<b>\$5,810.44</b>
Fire Administration Building	240 Spring Garden Street	123c03030037	Snack	Breakroom	\$4,219.24
Fire Administration Building	240 Spring Garden Street	20013BA00172	Bottle Bev	Breakroom	\$1,543.58
Fire Administration Building	240 Spring Garden Street	85020038ae	Bottle Bev	Breakroom	\$4,087.28
<b>Fire Administration Building Total</b>					<b>\$9,850.10</b>
Fire Dept. Warehouse	115 W. Luzerne Street	199847	Bottle Bev	Breakroom	\$263.06
Fire Dept. Warehouse	115 W. Luzerne Street	331023815	Snack	Breakroom	\$211.42
<b>Fire Dept. Warehouse Total</b>					<b>\$474.48</b>
Fleet Car Barn	1848 N.of Montgomery & Kelly	1005	Bottle Bev	Fleet Maint Garage	\$77.90
<b>Fleet Car Barn Total</b>					<b>\$77.90</b>
Fleet Fox Street Auto Shop	3275 Fox Street	1006	Snack	Garage	\$541.05
Fleet Fox Street Auto Shop	3275 Fox Street	200308BA00018	Bottle Bev	Garage	\$344.82
<b>Fleet Fox Street Auto Shop Total</b>					<b>\$885.87</b>
Fleet Management Admin. Office	100 S. Broad Street	6008135	Snack	100 S. Broad Street	\$440.43
Fleet Management Admin. Office	100 S. Broad Street	68200361CA	Bottle Bev	100 S. Broad Street	\$343.48
<b>Fleet Management Admin. Office Total</b>					<b>\$783.92</b>
Fleet Shop	100 E. Hunting Park Avenue	7012903	Snack	Basement	\$1,286.50
Fleet Shop	100 E. Hunting Park Avenue	199848D	Bottle Bev	Basement	\$396.96
Fleet Shop	100 E. Hunting Park Avenue	211308CD00028	Bottle Bev	Basement	\$301.96
<b>Fleet Shop Total</b>					<b>\$1,985.42</b>

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Free Library Central Branch	1901 Vine Street	91910073	Bottle Bev	Breakroom	\$4,099.74
Free Library Central Branch	1901 Vine Street	167-049198	Bottle Bev	Breakroom	\$4,945.85
Free Library Central Branch	1901 Vine Street	200229BA00249	Bottle Bev	Breakroom	\$0.00
<b>Free Library Central Branch Total</b>					<b>\$9,045.59</b>
Health Center Admin. Bldg.	500 S. Broad Street	123C03029039	Snack	Vend Area Lobby	\$1,650.10
Health Center Admin. Bldg.	500 S. Broad Street	200314BA00265	Bottle Bev	Vend Area Lobby	\$319.59
Health Center Admin. Bldg.	500 S. Broad Street	76380400AD	Bottle Bev	Vend Area Lobby	\$644.62
<b>Health Center Admin. Bldg. Total</b>					<b>\$2,614.31</b>
Horticulture Center	100 N. Horticultural Drive	122B01145027	Snack	Break Area	\$592.24
Horticulture Center	100 N. Horticultural Drive	197629D	Bottle Bev	Break Area	\$577.10
<b>Horticulture Center Total</b>					<b>\$1,169.34</b>
Human Relations Commission	601 Walnut St	6038406	Snack	3rd Fl Curtis Center	\$407.12
Human Relations Commission	601 Walnut St	68830038BB	Bottle Bev	3rd Fl Curtis Center	\$209.79
<b>Human Relations Commission Total</b>					<b>\$616.91</b>
Marian Anderson Recreation Center	740 S. 17th Street	123C03029042	Snack	Hallway	\$2,752.65
Marian Anderson Recreation Center	740 S. 17th Street	200314BA00148	Bottle Bev	Hallway	\$1,613.46
Marian Anderson Recreation Center	740 S. 17th Street	200314BA00150	Bottle Bev	Hallway	\$565.69
<b>Marian Anderson Recreation Center Total</b>					<b>\$4,931.80</b>
Medical Examiner	321 University Avenue	123A00032177	Snack	1st Floor Hall	\$1,345.69
Medical Examiner	321 University Avenue	200314BA00144	Bottle Bev	2nd Floor	\$134.37
Medical Examiner	321 University Avenue	200314BA00147	Bottle Bev	1st Floor Hall	\$518.79
Medical Examiner	321 University Avenue	721TDD061	Bottle Bev	1st Floor Hall	\$620.88
<b>Medical Examiner Total</b>					<b>\$2,619.72</b>
Modular Unit	8101 State Road	123CO3031038	Snack	MOD 3	\$691.60
Modular Unit	8101 State Road	76860955BD	Bottle Bev	MOD 3	\$500.84
<b>Modular Unit Total</b>					<b>\$1,192.44</b>
Municipal Court	1339 Chestnut Street	2001	Snack	6th Floor	\$697.77
Municipal Court	1339 Chestnut Street	2002	Bottle Bev	6th Floor	\$636.00
Municipal Court	1339 Chestnut Street	2003	Snack	10th Floor	\$754.29
Municipal Court	1339 Chestnut Street	2004	Bottle Bev	10th Floor	\$816.42
<b>Municipal Court Total</b>					<b>\$2,904.48</b>
N.E. Water Polli	3895 Richmond Street	123C031039	Bottle Bev	Breakroom	\$1,343.55
N.E. Water Polli	3895 Richmond Street	69850078CC	Bottle Bev	Breakroom	\$869.08
<b>N.E. Water Polli Total</b>					<b>\$2,212.63</b>
N.W. Service Bid	301 Domino Lane	7049484	Snack	Breakroom	\$579.22
N.W. Service Bid	301 Domino Lane	196769D	Bottle Bev	Breakroom	\$476.86
N.W. Service Bid	301 Domino Lane	199198D	Bottle Bev	Breakroom	\$409.44
<b>N.W. Service Bid Total</b>					<b>\$1,465.52</b>
NW Regional Library	68 West Chelton Ave.	6779-0247	Bottle Bev	W Regional Library	\$0.00
<b>NW Regional Library Total</b>					<b>\$0.00</b>
Office of Innovation & Technology	1234 Market Street	199197	Bottle Bev	18th Floor	\$73.89
Office of Innovation & Technology	1234 Market Street	123C03023080	Snack	18th Floor	\$458.93

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Office of Innovation & Technology	1234 Market Street	123C030022	Snack	15th Floor	\$952.22
Office of Innovation & Technology	1234 Market Street	199196D	Bottle Bev	15th Floor	\$299.83
Office of Innovation & Technology	1234 Market Street	200307BA01030	Bottle Bev	15th Floor	\$286.48
Office of Innovation & Technology	1234 Market Street	200308BA00028	Bottle Bev	18th Floor	\$255.72
<b>Office of Innovation &amp; Technology Total</b>					<b>\$2,327.07</b>
Office of Prop Assess	601 Walnut St	12399050072	Snack	3rd Floor	\$2,726.60
Office of Prop Assess	601 Walnut St	0080815DZ	Bottle Bev	3rd Floor	\$2,632.30
<b>Office of Prop Assess Total</b>					<b>\$5,358.90</b>
Philadelphia Airport Executive Office	8000 Essington Ave	82870092	Bottle Bev	Terminal E - Hall Pantry	\$2,898.44
Philadelphia Airport Executive Office	8000 Essington Ave	122A00325054	Snack	Terminal E - Hall Pantry	\$2,975.78
Philadelphia Airport Executive Office	8000 Essington Ave	200620PA00209	Bottle Bev	Terminal E - Hall Pantry	\$1,560.14
Philadelphia Airport Executive Office	8000 Essington Ave	431-010669	Snack	Terminal E - Rear Pantry	\$3,552.40
<b>Philadelphia Airport Executive Office Total</b>					<b>\$10,986.76</b>
Police 12th Dist	6648 Woodland Avenue	7043586	Snack	Hallway	\$1,641.51
Police 12th Dist	6648 Woodland Avenue	200217BA00796	Bottle Bev	Hallway	\$457.32
Police 12th Dist	6648 Woodland Avenue	76940400CD	Bottle Bev	Hallway	\$424.17
<b>Police 12th Dist Total</b>					<b>\$2,523.01</b>
Police 14th Dist	43 W. Haines Street	123A99295145	Snack	Roll Call Room	\$1,706.95
Police 14th Dist	43 W. Haines Street	69850376CC	Bottle Bev	Roll Call Room	\$869.29
<b>Police 14th Dist Total</b>					<b>\$2,576.24</b>
Police 16th Dist	3901 Lancaster Avenue	7036054	Snack	Roll Call Room	\$1,618.58
Police 16th Dist	3901 Lancaster Avenue	196766D	Bottle Bev	Roll Call Room	\$573.23
Police 16th Dist	3901 Lancaster Avenue	76390481AD	Bottle Bev	Roll Call Room	\$560.48
<b>Police 16th Dist Total</b>					<b>\$2,752.28</b>
Police 17th Dist	1200 S. 20th Street	200314BA00246	Bottle Bev	Hallway	\$0.00
Police 17th Dist	1200 S. 20th Street	76030279CC	Bottle Bev	Hallway	\$697.38
<b>Police 17th Dist Total</b>					<b>\$697.38</b>
Police 18th Dist	5510 Pine Street	123C03030041	Snack	Hall	\$1,698.66
Police 18th Dist	5510 Pine Street	200314BA00138	Bottle Bev	Hall	\$0.00
Police 18th Dist	5510 Pine Street	200314BA00143	Bottle Bev	Hall	\$0.00
Police 18th Dist	5510 Pine Street	69850378CC	Bottle Bev	Hall	\$819.98
<b>Police 18th Dist Total</b>					<b>\$2,518.64</b>
Police 19th Dist	1300 N. 61st Street	123C03030046	Snack	Roll Call Room	\$2,913.30
Police 19th Dist	1300 N. 61st Street	200314BA00123	Bottle Bev	Roll Call Room	\$0.00
Police 19th Dist	1300 N. 61st Street	200314BA00145	Bottle Bev	Roll Call Room	\$0.00
Police 19th Dist	1300 N. 61st Street	76260436DC	Bottle Bev	Roll Call Room	\$2,905.10
<b>Police 19th Dist Total</b>					<b>\$5,818.40</b>
Police 1st Distr	2301 S. 24th Street	2007	Bottle Bev	Roll Call Room	\$943.23
Police 1st Distr	2301 S. 24th Street	123C03029033	Snack	Roll Call Room	\$1,810.63
Police 1st Distr	2301 S. 24th Street	198403D	Bottle Bev	Roll Call Room	\$647.28
Police 1st Distr	2301 S. 24th Street	76950514CD	Bottle Bev	Roll Call Room	\$598.48
<b>Police 1st Distr Total</b>					<b>\$3,999.62</b>

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Police 22&23 Dis	1747 N. 17th Street	123B01283012	Snack	Hall	\$1,867.20
Police 22&23 Dis	1747 N. 17th Street	76860854BD	Bottle Bev	Hall	\$1,479.96
<b>Police 22&amp;23 Dis Total</b>					<b>\$3,347.16</b>
Police 26th Dist	611-17 E. Girard Avenue	31002327	Snack	Lobby	\$720.23
Police 26th Dist	611-17 E. Girard Avenue	69790164BC	Bottle Bev	Lobby	\$787.91
<b>Police 26th Dist Total</b>					<b>\$1,508.14</b>
Police 2nd, 15th District	2831 Levick Street	6049669	Snack	Hallway	\$679.47
Police 2nd, 15th District	2831 Levick Street	200314BA00262	Bottle Bev	Hallway	\$0.00
<b>Police 2nd, 15th District Total</b>					<b>\$679.47</b>
Police 3.5th Dist	5960 N. Broad Street	7020825	Snack	Hallway	\$307.09
Police 3.5th Dist	5960 N. Broad Street	69400151AC	Bottle Bev	Hallway	\$315.33
<b>Police 3.5th Dist Total</b>					<b>\$622.41</b>
Police 3rd, 4th District	1301 S. 11th Street	123C03029043	Snack	Hallway	\$1,828.41
Police 3rd, 4th District	1301 S. 11th Street	199145D	Bottle Bev	Hallway	\$536.85
Police 3rd, 4th District	1301 S. 11th Street	69830038CC	Bottle Bev	Hallway	\$661.11
<b>Police 3rd, 4th District Total</b>					<b>\$3,026.37</b>
Police 6th Dist	235 N. 11th Street	11399053024	Snack	Lobby	\$3,241.17
Police 6th Dist	235 N. 11th Street	200314BA00292	Bottle Bev	Lobby	\$0.00
Police 6th Dist	235 N. 11th Street	69880345cc	Bottle Bev	Hall	\$3,624.75
<b>Police 6th Dist Total</b>					<b>\$6,865.93</b>
Police 9th Distr	400 N. 21th Street	331024357	Snack	Hall	\$1,175.20
Police 9th Distr	400 N. 21th Street	200314BA00291	Bottle Bev	Hall	\$369.53
Police 9th Distr	400 N. 21th Street	76920260BD	Bottle Bev	Hall	\$758.36
<b>Police 9th Distr Total</b>					<b>\$2,303.10</b>
Police Academy	8501 State Road	123c03023044	Snack	Vending Area	\$2,573.99
Police Academy	8501 State Road	200011-00425	Bottle Bev	Vending Area	\$0.00
Police Academy	8501 State Road	200116BA00521	Bottle Bev	Vending Area	\$1,885.53
<b>Police Academy Total</b>					<b>\$4,459.52</b>
Police Accident Investigation	26th & Masters Streets	76740448AE	Bottle Bev	Breakroom	\$449.49
<b>Police Accident Investigation Total</b>					<b>\$449.49</b>
Police South Detectives	2301 South 24th Street	6054805	Snack	Breakroom 2nd Floor	\$1,935.26
Police South Detectives	2301 South 24th Street	76920281BD	Bottle Bev	Breakroom 2nd Floor	\$1,271.39
<b>Police South Detectives Total</b>					<b>\$3,206.65</b>
Police Valor Hall	8501 State Road	69430433AC	Bottle Bev	Hall-Under Steps	\$528.71
<b>Police Valor Hall Total</b>					<b>\$528.71</b>
Police Warehouse	660 E. Erie Avenue	00061008C8	Snack	Kitchen	\$756.17
Police Warehouse	660 E. Erie Avenue	199172D	Bottle Bev	Kitchen	\$621.79
<b>Police Warehouse Total</b>					<b>\$1,377.97</b>
Prisons Detention Center	8215 Torresdale Avenue	1001	Snack	Breakroom	\$825.90
Prisons Detention Center	8215 Torresdale Avenue	673994CD984092	Bottle Bev	Breakroom	\$1,094.96
<b>Prisons Detention Center Total</b>					<b>\$1,920.85</b>
Prisons MIS Trailer	8001 State Road	123C03023043	Snack	MIS Trailer	\$877.33

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Prisons MIS Trailer	8001 State Road	76430510ad	Bottle Bev	MIS Trailer	\$667.77
<b>Prisons MIS Trailer Total</b>					<b>\$1,545.10</b>
Prisons Womens Detention Ctr.	8151 State Road	31037775	Snack	Visitor Waiting Trailer	\$1,209.12
Prisons Womens Detention Ctr.	8151 State Road	83360038	Bottle Bev	Visitor	\$3,646.87
Prisons Womens Detention Ctr.	8151 State Road	1-1402-7152	Snack	Visitor	\$10,939.22
Prisons Womens Detention Ctr.	8151 State Road	1-1492-7151	Snack	Staff Dining	\$5,348.69
Prisons Womens Detention Ctr.	8151 State Road	69030108cb	Bottle Bev	Visitor Waiting Trailer	\$842.05
Prisons Womens Detention Ctr.	8151 State Road	83460142 bc	Bottle Bev	Staff Dining	\$8,512.29
<b>Prisons Womens Detention Ctr. Total</b>					<b>\$30,498.24</b>
Public Property Collision Shop	11th & Reed Street	199237D	Bottle Bev	Hallway	\$203.29
<b>Public Property Collision Shop Total</b>					<b>\$203.29</b>
Rodin Place Library	2000 Hamilton Street	7041415	Snack	Breakroom	\$317.86
Rodin Place Library	2000 Hamilton Street	76640402CD	Bottle Bev	Breakroom	\$255.24
<b>Rodin Place Library Total</b>					<b>\$573.10</b>
Sayre Recreation Center	5831 Spruce Street	31001311	Snack	Lobby	\$715.74
Sayre Recreation Center	5831 Spruce Street	199862D	Bottle Bev	Lobby	\$462.42
<b>Sayre Recreation Center Total</b>					<b>\$1,178.16</b>
SE Water Pollution Facility	25 Pattison Street	198366	Bottle Bev	Admin Lunchroom	\$511.62
SE Water Pollution Facility	25 Pattison Street	123C03028035	Snack	Material Handling Hallway	\$638.56
SE Water Pollution Facility	25 Pattison Street	123C03029044	Snack	Admin Lunchroom	\$1,707.90
SE Water Pollution Facility	25 Pattison Street	199853D	Bottle Bev	Material Handling Hallway	\$266.11
<b>SE Water Pollution Facility Total</b>					<b>\$3,124.19</b>
Sheriff's Office	100 S. Broad Street	123CO3031044	Snack	100 S. Broad Street 5th fl	\$1,073.18
Sheriff's Office	100 S. Broad Street	200217BA00805	Bottle Bev	100 S. Broad Street 5th fl	\$1,161.79
<b>Sheriff's Office Total</b>					<b>\$2,234.97</b>
Stenton Shelter	1300 E. Tulpehocken St	7010952	Snack	Lobby	\$438.31
Stenton Shelter	1300 E. Tulpehocken St	00123c03023044	Bottle Bev	Employee Breakroom	\$0.00
Stenton Shelter	1300 E. Tulpehocken St	02238159ba	Bottle Bev	Lobby	\$1,900.23
Stenton Shelter	1300 E. Tulpehocken St	123c04252036	Snack	Employee Breakroom	\$3,574.95
Stenton Shelter	1300 E. Tulpehocken St	68860245bb	Bottle Bev	Employee Breakroom	\$1,296.61
<b>Stenton Shelter Total</b>					<b>\$7,210.10</b>
Streets Garage 175	State Road & Ashburner	200307BA01027	Bottle Bev	Breakroom	\$0.00
<b>Streets Garage 175 Total</b>					<b>\$0.00</b>
Streets Garage 176	State Road & Ashburner	69380463 ac	Bottle Bev	Breakroom	\$0.00
<b>Streets Garage 176 Total</b>					<b>\$0.00</b>
Streets Sanitation Building	3003 South 63rd	(blank)	Bottle Bev	Hallway	\$0.00
Streets Sanitation Building	3003 South 63rd	(blank)	Snack	Break Area	\$0.00
<b>Streets Sanitation Building Total</b>					<b>\$0.00</b>
Streets Traffic Shop	4500 G Street	00051008C8	Snack	Breakroom	\$404.52
Streets Traffic Shop	4500 G Street	199105D	Bottle Bev	Breakroom	\$552.34
<b>Streets Traffic Shop Total</b>					<b>\$956.86</b>
Streets Training Center	8401 State Road	123C03087066	Snack	Breakroom	\$2,114.89

<u>Location Name</u>	<u>Address</u>	<u>Machine #</u>	<u>Machine Type</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Streets Training Center	8401 State Road	76070109CC	Bottle Bev	Breakroom	\$817.06
<b>Streets Training Center Total</b>					<b>\$2,931.95</b>
SW Water Pollution Facility	8200 Enterprise Avenue	1007	Snack	Admin	\$1,957.42
SW Water Pollution Facility	8200 Enterprise Avenue	7057183	Snack	Thickener Building	\$1,882.96
SW Water Pollution Facility	8200 Enterprise Avenue	0221/105300	Snack	Shop Maintenance	\$1,975.25
SW Water Pollution Facility	8200 Enterprise Avenue	198438D	Bottle Bev	Thickener Building	\$798.22
SW Water Pollution Facility	8200 Enterprise Avenue	200314BA00281	Bottle Bev	Shop Maintenance	\$667.62
SW Water Pollution Facility	8200 Enterprise Avenue	200314BA00287	Bottle Bev	Admin	\$1,413.49
SW Water Pollution Facility	8200 Enterprise Avenue	69070592CB	Bottle Bev	Shop Maintenance	\$666.33
<b>SW Water Pollution Facility Total</b>					<b>\$9,361.29</b>
Tom McDonald	Broad & Market Street	123C03031047	Snack	Room 212 City Hall	\$634.91
<b>Tom McDonald Total</b>					<b>\$634.91</b>
Water Central Lab Services	1500 E. Hunting Park Avenue	2005	Snack	Breakroom	\$868.41
Water Central Lab Services	1500 E. Hunting Park Avenue	198392D	Bottle Bev	Breakroom	\$734.78
<b>Water Central Lab Services Total</b>					<b>\$1,603.19</b>
Water Dept Administrative Office	1101 Market Street	123C03023040	Snack	3rd Floor Breakroom	\$1,163.37
Water Dept Administrative Office	1101 Market Street	1412AJ-1568	Bottle Bev	3rd Floor Breakroom	\$361.42
Water Dept Administrative Office	1101 Market Street	200308BA00030	Bottle Bev	3rd Floor Breakroom	\$296.27
<b>Water Dept Administrative Office Total</b>					<b>\$1,821.06</b>
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	2006	Snack	Breakroom	\$2,026.65
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	198409D	Bottle Bev	Breakroom	\$649.99
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	200308BA00014	Bottle Bev	Breakroom	\$232.51
<b>Water Dept. Inlet Cleaning Total</b>					<b>\$2,909.16</b>
Water Queens Lane Filter Station	3565 Fox Street	15078	Snack	Break Area	\$510.16
Water Queens Lane Filter Station	3565 Fox Street	199236D	Bottle Bev	Break Area	\$458.90
<b>Water Queens Lane Filter Station Total</b>					<b>\$969.05</b>
Water Survey Unit	3585 Fox Street	1004	Snack	Breakroom	\$625.88
Water Survey Unit	3585 Fox Street	69170406DB	Bottle Bev	Breakroom	\$504.16
<b>Water Survey Unit Total</b>					<b>\$1,130.04</b>
Youth Study Center	3232 Henry Ave	88800082	Bottle Bev	Lobby	\$16,752.92
Youth Study Center	3232 Henry Ave	123c0301045	Snack	Lobby	\$19,069.86
<b>Youth Study Center Total</b>					<b>\$35,822.78</b>

Grand Total Sales for 2015

\$ 574,060.22

**City of Philadelphia**  
**Year to Date Sales 2014**

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Criminal Justice Center	1301 Filbert St	Snack	2473260	101 Jury Room	\$ 10,004.86
Criminal Justice Center	1301 Filbert St	Coke	21819	101 Jury Room	\$ 2,085.27
Criminal Justice Center	1301 Filbert St	Pepsi	10294144	101 Jury Room	\$ 4,667.24
Criminal Justice Center	1301 Filbert St	Pepsi	2798365	101 Jury Room	\$ 3,386.62
Criminal Justice Center	1301 Filbert St	Snack	2473251	206 Criminal Listing	\$ 1,649.65
Criminal Justice Center	1301 Filbert St	Coke	3008380	206 Criminal Listing	\$ 945.02
Criminal Justice Center	1301 Filbert St	Snack	2473252	3rd Floor Breakroom	\$ 938.80
Criminal Justice Center	1301 Filbert St	Coke	9998368	3rd Floor Breakroom	\$ 741.25
Criminal Justice Center	1301 Filbert St	Snack	2473261	Basement Bail Bond	\$ 2,891.84
Criminal Justice Center	1301 Filbert St	Coke	3008406	Basement Bail Bond	\$ -
Criminal Justice Center	1301 Filbert St	Pepsi	10290790	Basement Bail Bond	\$ 1,042.66
Criminal Justice Center	1301 Filbert St	Coke	03008406	Basement Bail Bond	\$ 1,102.15
Criminal Justice Center	1301 Filbert St	Hot Bev	2364572	101 Jury Room	\$ 678.70
<b>Account Totals:</b>					<b>\$ 30,134.06</b>

Family Court	1801 Vine St	Pepsi	343949	1st Floor	\$ 528.35
Family Court	1801 Vine St	Coke	98002482	1st Floor	\$ 349.25
Family Court	1801 Vine St	Pepsi	2825127	Lower Level	\$ 697.75
Family Court	1801 Vine St	Pepsi	2825134	Lower Level	\$ 736.50
Family Court	1801 Vine St	Pepsi	10294122	Lower Level	\$ 640.45
Family Court	1801 Vine St	Snack	2390886	Lower Level	\$ 3,334.74
Family Court	1801 Vine St	Coke	10005706	Lower Level	\$ 1,304.26
Family Court	1801 Vine St	Coke	87326	Lower Level	\$ 855.60
Family Court	1801 Vine St	Snack	2395024	Lower Level	\$ 2,310.62
Family Court	1801 Vine St	Refrig Food	2464427	Lower Level	\$ 99.00
Family Court	1801 Vine St	Hot Bev	2364438	Lower Level	\$ 430.05
<b>Account Totals:</b>					<b>\$ 11,286.57</b>

Police Round House	7th & Race St	Snack	2395021	1st Floor Café	\$ 1,139.45
Police Round House	7th & Race St	Coke	9004437	1st Floor Café	\$ 994.86
Police Round House	7th & Race St	Coke	7002707	1st Floor Café	\$ 896.70
Police Round House	7th & Race St	Pepsi	2795399	1st Floor Café	\$ 748.75
Police Round House	7th & Race St	Snack	2390887	2nd Floor	\$ 2,906.73
Police Round House	7th & Race St	Snack	2395022	2nd Floor	\$ 2,382.35
Police Round House	7th & Race St	Coke	906968	2nd Floor	\$ 1,695.41
Police Round House	7th & Race St	Pepsi	2775370	2nd Floor	\$ 2,099.86
Police Round House	7th & Race St	Pepsi	2662106	Basement	\$ 339.40
Police Round House	7th & Race St	Refrig Food	2395020	1st Floor Café	\$ 183.25
<b>Account Totals:</b>					<b>\$ 13,386.76</b>

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Municipal Services Building	1401 JFK Blvd	Snack	2473242	1st Floor	\$ 1,326.77
Municipal Services Building	1401 JFK Blvd	Coke	11006851	2nd Floor	\$ 677.66
Municipal Services Building	1401 JFK Blvd	Coke	11006844	3rd Floor	\$ 480.26
Municipal Services Building	1401 JFK Blvd	Snack	2473243	4th Floor	\$ 2,027.06
Municipal Services Building	1401 JFK Blvd	Coke	11006849	5th Floor	\$ 865.65
Municipal Services Building	1401 JFK Blvd	Coke	11006853	6th Floor	\$ 853.72
Municipal Services Building	1401 JFK Blvd	Snack	2473269	7th Floor	\$ 2,146.52
Municipal Services Building	1401 JFK Blvd	Coke	50139	9th Floor	\$ 864.71
Municipal Services Building	1401 JFK Blvd	Coke	11006838	10th Floor	\$ 761.20
Municipal Services Building	1401 JFK Blvd	Snack	2473244	10th Floor	\$ 1,487.95
Municipal Services Building	1401 JFK Blvd	Coke	88119	12th Floor	\$ 112.60
Municipal Services Building	1401 JFK Blvd	Coke	84871	13th Floor	\$ 960.00
Municipal Services Building	1401 JFK Blvd	Snack	2473245	13th Floor	\$ 2,226.63
Municipal Services Building	1401 JFK Blvd	Coke	11996839	15th Floor	\$ 913.85
Municipal Services Building	1401 JFK Blvd	Coke	11006848	16th Floor	\$ 789.41
<b>Account Totals:</b>					<b>\$ 16,493.99</b>
City Hall	Broad & Market St	Snack	2390632	1st Floor 111	\$ 476.05
City Hall	Broad & Market St	Pepsi	10296581	1st Floor 111	\$ 491.50
City Hall	Broad & Market St	Snack	2017712	1st Floor 153	\$ 904.51
City Hall	Broad & Market St	Pepsi	10290791	1st Floor 153	\$ 873.10
City Hall	Broad & Market St	Snack	2442783	Room 195	\$ 686.50
City Hall	Broad & Market St	Coke	RY00024970	Room 195	\$ 313.00
City Hall	Broad & Market St	Coke	50413	4th Floor City Council Room	\$ 371.10
City Hall	Broad & Market St	Snack	2390629	7th Floor	\$ 2,737.66
City Hall	Broad & Market St	Snack	2395033	7th Floor	\$ 2,106.57
City Hall	Broad & Market St	Coke	10004162	7th Floor	\$ 501.40
City Hall	Broad & Market St	Coke	9002538	7th Floor	\$ 628.65
City Hall	Broad & Market St	Coke	53852	7th Floor	\$ 446.50
City Hall	Broad & Market St	Pepsi	10294104	7th Floor	\$ 1,043.15
City Hall	Broad & Market St	Pepsi	10294137	7th Floor	\$ 1,574.76
City Hall	Broad & Market St	Coke	44375	Room 177	\$ 278.36
<b>Account Totals:</b>					<b>\$ 13,432.81</b>
Public Property	1515 Arch Street	Coke	45486	1st Floor	\$ 459.70
Public Property	1515 Arch Street	Coke	39622	1st Floor	\$ 328.31
Public Property	1515 Arch Street	Snack	2473250	1st Floor	\$ 1,656.05
Public Property	1515 Arch Street	Coke	90519	2nd Floor	\$ 545.70
Public Property	1515 Arch Street	Snack	2473253	2nd Floor	\$ 1,296.81
Public Property	1515 Arch Street	Coke	81993	3rd Floor	\$ 568.50
Public Property	1515 Arch Street	Snack	2473254	3rd Floor	\$ 1,527.80
Public Property	1515 Arch Street	Coke	42674	4th Floor	\$ 99.00
Public Property	1515 Arch Street	Snack	2473255	4th Floor	\$ 933.55
Public Property	1515 Arch Street	Coke	38006	5th Floor	\$ 478.55

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Public Property	1515 Arch Street	Snack	2473256	5th Floor	\$ 1,451.66
Public Property	1515 Arch Street	Coke	11006841	6th Floor	\$ 522.15
Public Property	1515 Arch Street	Snack	2473257	6th Floor	\$ 1,480.55
Public Property	1515 Arch Street	Coke	88482	7th Floor	\$ 504.60
Public Property	1515 Arch Street	Snack	2473258	7th Floor	\$ 1,192.69
Public Property	1515 Arch Street	Coke	86548	8th Floor	\$ 644.95
Public Property	1515 Arch Street	Snack	2473259	8th Floor	\$ 2,034.56
Public Property	1515 Arch Street	Coke	49438	10th Floor	\$ 545.84
Public Property	1515 Arch Street	Snack	2473249	10th Floor	\$ 1,340.10
Public Property	1515 Arch Street	Coke	50478	11th Floor	\$ 27.30
Public Property	1515 Arch Street	Snack	2473248	11th Floor	\$ 371.30
Public Property	1515 Arch Street	Coke	51044	13th Floor	\$ 440.06
Public Property	1515 Arch Street	Snack	2473247	13th Floor	\$ 1,099.70
Public Property	1515 Arch Street	Coke	89076	14th Floor	\$ 724.90
Public Property	1515 Arch Street	Snack	2473246	14th Floor	\$ 859.10
Public Property	1515 Arch Street	Coke	44105	15th Floor	\$ 364.00
Public Property	1515 Arch Street	Snack	2473271	15th Floor	\$ 880.41
Public Property	1515 Arch Street	Coke	45478	16th Floor	\$ 781.05
Public Property	1515 Arch Street	Snack	2473240	16th Floor	\$ 1,588.65
Public Property	1515 Arch Street	Coke	53784	17th Floor	\$ 503.75
Public Property	1515 Arch Street	Snack	2473270	17th Floor	\$ 863.45
Public Property	1515 Arch Street	Coke	51590	18th Floor	\$ 698.05
Public Property	1515 Arch Street	Snack	2473241	18th Floor	\$ 1,410.80
<b>Account Totals:</b>					<b>\$ 28,223.59</b>

District Attorney	3 S Penn Square	Snack	2456695	Mezzanine	\$ 817.85
District Attorney	3 S Penn Square	Coke	11004351	Mezzanine	\$ 865.55
District Attorney	3 S Penn Square	Pepsi	2797298	Mezzanine	\$ 534.25
District Attorney	3 S Penn Square	Pepsi	2373801	Mezzanine	\$ 225.81
District Attorney	3 S Penn Square	Snack	2390612	3rd Floor	\$ 724.10
District Attorney	3 S Penn Square	Pepsi	10294129	3rd Floor	\$ 285.30
District Attorney	3 S Penn Square	Coke	390091376	5th Floor	\$ 458.40
District Attorney	3 S Penn Square	Snack	2390614	8th Floor	\$ 68.30
District Attorney	3 S Penn Square	Pepsi	2796942	8th Floor	\$ 287.35
District Attorney	3 S Penn Square	Snack	2464958	11th Floor	\$ 906.35
District Attorney	3 S Penn Square	Pepsi	2796945	11th Floor	\$ 924.06
District Attorney	3 S Penn Square	Snack	2390608	12th Floor	\$ 1,280.07
District Attorney	3 S Penn Square	Pepsi	10294173	12th Floor	\$ 712.30
District Attorney	3 S Penn Square	Snack	2390890	13th Floor	\$ 1,423.16
District Attorney	3 S Penn Square	Pepsi	2795783	13th Floor	\$ 564.95
District Attorney	3 S Penn Square	Snack	2390611	14th Floor	\$ 1,147.27
District Attorney	3 S Penn Square	Pepsi	10294171	14th Floor	\$ 653.50
District Attorney	3 S Penn Square	Snack	2390893	17th Floor A	\$ 697.15
District Attorney	3 S Penn Square	Snack	10294174	17th Floor A	\$ 92.00
<b>Account Totals:</b>					<b>\$ 12,667.72</b>

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Curran Fromhold	7901 State Road	Snack	2473219	Employee Lounge	\$ 8,720.86
Curran Fromhold	7901 State Road	Snack	2473222	Employee Lounge	\$ 14,973.44
Curran Fromhold	7901 State Road	Coke	9005909	Employee Lounge	\$ 3,296.46
Curran Fromhold	7901 State Road	Coke	99696	Employee Lounge	\$ 3,922.40
Curran Fromhold	7901 State Road	Pepsi	4521009	Employee Lounge	\$ 9,025.07
Curran Fromhold	7901 State Road	Pepsi	2775354	Employee Lounge	\$ 10,744.85
Curran Fromhold	7901 State Road	Coke	82020	Staff Dining	\$ 2,078.60
Curran Fromhold	7901 State Road	Coke	11006847	Staff Dining	\$ 579.20
Curran Fromhold	7901 State Road	Snack	2473237	Visitors Lounge	\$ 13,905.18
Curran Fromhold	7901 State Road	Pepsi	1542695	Visitors Lounge	\$ 10,055.17
Curran Fromhold	7901 State Road	Coke	140080	1st Floor Employee HW	\$ 718.75
Curran Fromhold	7901 State Road	Refrig Food	2473223	Employee Lounge	\$ 2,474.20
Curran Fromhold	7901 State Road	Hot Bev	2364573	Employee Lounge	\$ 200.85
				<b>Account Totals:</b>	<b>\$ 80,695.03</b>
Detention Center	8201 State Road	Coke	44199	2nd Floor Medical	\$ 193.50
Detention Center	8201 State Road	Snack	2473265	Breakroom	\$ 8,478.73
Detention Center	8201 State Road	Coke	98044854	Breakroom	\$ 1,042.70
Detention Center	8201 State Road	Coke	1047892	Breakroom	\$ 701.90
Detention Center	8201 State Road	Pepsi	10248152	Breakroom	\$ 5,044.96
Detention Center	8201 State Road	Snack	2473266	Main Lobby	\$ 3,697.37
Detention Center	8201 State Road	Coke	402015328	Main Lobby	\$ 1,358.45
Detention Center	8201 State Road	Pepsi	10294149	Main Lobby	\$ 4,428.25
Detention Center	8201 State Road	Snack	2473276	Staff Dining	\$ 9,112.88
Detention Center	8201 State Road	Pepsi	10294102	Staff Dining	\$ 6,515.91
Detention Center	8201 State Road	Refrig Food	2473228	Breakroom	\$ 1,382.80
				<b>Account Totals:</b>	<b>\$ 41,957.45</b>
PICC Center	8301 State Road	Snack	2473227	Staff Breakroom	\$ 4,876.87
PICC Center	8301 State Road	Coke	6000200	Staff Breakroom	\$ 477.15
PICC Center	8301 State Road	Coke	89640020	Staff Breakroom	\$ 1,322.20
PICC Center	8301 State Road	Pepsi	2775381	Staff Breakroom	\$ 7,826.38
PICC Center	8301 State Road	Snack	2473226	Visitors Breakroom	\$ 5,829.85
PICC Center	8301 State Road	Pepsi	2777232	Visitors Breakroom	\$ 5,624.18
PICC Center	8301 State Road	Refrig Food	2473234	Staff Breakroom	\$ 910.90
				<b>Account Totals:</b>	<b>\$ 26,867.53</b>
House of Corrections	8001 State Road	Snack	2473272	Employee Lounge Left Back	\$ 2,916.56
House of Corrections	8001 State Road	Pepsi	2558149	Employee Lounge Left Back	\$ 3,379.32
House of Corrections	8001 State Road	Snack	2473273	Employee Lounge Left Front	\$ 6,664.07
House of Corrections	8001 State Road	Pepsi	2794637	Employee Lounge Left Front	\$ 6,764.08
House of Corrections	8001 State Road	Coke	1508BL01843	Inner Jail	\$ -
House of Corrections	8001 State Road	Snack	2387004	Maintenance Building	\$ 636.35
House of Corrections	8001 State Road	Snack	2473268	Staff Dining	\$ 1,470.55

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
House of Corrections	8001 State Road	Pepsi	2775380	Staff Dining	\$ 2,385.90
House of Corrections	8001 State Road	Refrig Food	2473231	Employee Lounge Left Front	\$ 926.30
				<b>Account Totals:</b>	<b>\$ 25,143.13</b>
Transit House	600 S University Ave	Snack	2473264	1st Floor	\$ 2,574.41
Transit House	600 S University Ave	Pepsi	2825126	1st Floor	\$ 4,263.11
Transit House	600 S University Ave	Snack	2473263	2nd Floor	\$ 3,944.05
Transit House	600 S University Ave	Coke	373743	2nd Floor	\$ 2,010.50
Transit House	600 S University Ave	Snack	2473262	Café	\$ 2,679.60
Transit House	600 S University Ave	Coke	135634	Café	\$ 1,097.05
Transit House	600 S University Ave	Pepsi	10296730	Café	\$ 2,518.15
Transit House	600 S University Ave	Refrig Food	2471887	Café	\$ 2,324.75
				<b>Account Totals:</b>	<b>\$ 21,411.62</b>
Prisons MIS Trailer	8001 State Road	Snack	123CO3023043	MIS Trailer	\$ 987.15
Prisons MIS Trailer	8001 State Road	Bottle Bev	76430510ad	MIS Trailer	\$ 698.70
				<b>Account Totals:</b>	<b>\$ 1,685.85</b>
Modular Unit	8101 State Road	Snack	123CO3031038	MOD 3	\$ 634.50
Modular Unit	8101 State Road	Bottle Bev	76860955BD	MOD 3	\$ 518.45
				<b>Account Totals:</b>	<b>\$ 1,152.95</b>
Police Valor Hall	8501 State Road	Bottle Bev	69430433AC	Hall-Under Steps	\$ 598.35
				<b>Account Totals:</b>	<b>\$ 598.35</b>
Prisons Womens Detention Ctr.	8151 State Road	Snack	1-1492-7151	Staff Dining	\$ 5,006.55
Prisons Womens Detention Ctr.	8151 State Road	Snack	1-1402-7152	Visitor	\$ 3,571.96
Prisons Womens Detention Ctr.	8151 State Road	Bottle Bev	83360038	Visitor	\$ 2,042.30
Prisons Womens Detention Ctr.	8151 State Road	Bottle Bev	83460142 bc	Staff Dining	\$ 5,309.02
Prisons Womens Detention Ctr.	8151 State Road	Snack	31037775	Visitor Waiting Trailer	\$ 612.02
Prisons Womens Detention Ctr.	8151 State Road	Bottle Bev	69030108cb	Visitor Waiting Trailer	\$ 568.48
				<b>Account Totals:</b>	<b>\$ 17,110.33</b>
Police Academy	8501 State Road	Snack	123c03023044	Vending Area	\$ 1,806.85
Police Academy	8501 State Road	Bottle Bev	Sub	Vending Area	\$ 1,560.21
Police Academy	8501 State Road	Bottle Bev	68860245 bb	Vending Area	\$ -
				<b>Account Totals:</b>	<b>\$ 3,367.06</b>
Asd Modular Cent	8101 State Road	Snack	122a00033013	Breakroom	\$ 2,129.45
Asd Modular Cent	8101 State Road	Bottle Bev	698330271	Breakroom	\$ 1,792.46
				<b>Account Totals:</b>	<b>\$ 3,921.91</b>
Bridesburg Recreation Center	4625 Richmond Street	Snack	123b02015039	Lobby	\$ 5,200.21
Bridesburg Recreation Center	4625 Richmond Street	Bottle Bev	81710054ca	Lobby	\$ 2,535.92
Bridesburg Recreation Center	4625 Richmond Street	Bottle Bev	81700092 ca	Lobby	\$ 2,772.31

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
7th Police Distr	9800 bustleton Avenue	Snack	7052559	Hallway	\$ 684.50
7th Police Distr	9800 bustleton Avenue	Bottle Bev	761003276	Hallway	\$ 506.85
				<b>Account Totals:</b>	\$ 1,191.35
8th Police Distr	101775 Academy Road	Snack	331024353	Lobby	\$ 634.50
8th Police Distr	101775 Academy Road	Bottle Bev	200140BA00089	Lobby	\$ 24.00
8th Police Distr	101775 Academy Road	Bottle Bev	69770161BC	Lobby	\$ 344.60
				<b>Account Totals:</b>	\$ 1,003.10
Prisons Detention Center	8215 Torresdale Avenue	Bottle Bev	67394CD984092	Breakroom	\$ 90.80
Prisons Detention Center	8215 Torresdale Avenue	Snack	1001	Breakroom	\$ 637.30
				<b>Account Totals:</b>	\$ 728.10
Disston Recreation Center	Disston & Glenloch	Bottle Bev	198439	Lobby	\$ 593.65
				<b>Account Totals:</b>	\$ 593.65
Sheriff's Office	100 S. Broad Street	Snack	123CO3031044	100 S. Broad Street 5th fl	\$ 829.75
Sheriff's Office	100 S. Broad Street	Bottle Bev	200217BA00805	100 S. Broad Street 5th fl	\$ 137.70
				<b>Account Totals:</b>	\$ 967.45
Baxter Filter Pl	9001 State Road	Snack	31054003	Breakroom	\$ 638.50
Baxter Filter Pl	9001 State Road	Bottle Bev	76450373AD	Breakroom	\$ 273.40
				<b>Account Totals:</b>	\$ 911.90
Police 2nd, 15th District	2831 Levick Street	Snack	6049669	Hallway	\$ 949.22
Police 2nd, 15th District	2831 Levick Street	Bottle Bev	200314BA00262	Hallway	\$ 20.00
				<b>Account Totals:</b>	\$ 969.22
Streets Training Center	8401 State Road	Snack	123C03087066	Breakroom	\$ 233.45
Streets Training Center	8401 State Road	Bottle Bev	76070109CC	Breakroom	\$ 82.57
				<b>Account Totals:</b>	\$ 316.02
Streets Garage 175	State Road & Ashburner	Bottle Bev	Sub	Breakroom	\$ -
Streets Garage 176	State Road & Ashburner	Bottle Bev	69380463 ac	Breakroom	\$ -
				<b>Account Totals:</b>	\$ -
Medical Examiner	321 University Avenue	Snack	123A00032177	1st Floor Hall	\$ 1,272.15
Medical Examiner	321 University Avenue	Bottle Bev	200314BA00144	2nd Floor	\$ 32.00
Medical Examiner	321 University Avenue	Bottle Bev	200314BA00147	1st Floor Hall	\$ 47.85
Medical Examiner	321 University Avenue	Bottle Bev	721TTDD061	1st Floor Hall	\$ 494.20
				<b>Account Totals:</b>	\$ 1,846.20

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Municipal Court	1339 Chestnut Street	Snack	2001	6th Floor	\$ 365.20
Municipal Court	1339 Chestnut Street	Snack	2003	10th Floor	\$ 412.15
Municipal Court	1339 Chestnut Street	Bottle Bev	2002	6th floor	\$ 318.45
Municipal Court	1339 Chestnut Street	Bottle Bev	2004	10th floor	\$ 422.75
		<b>Account Totals:</b>			<b>\$ 1,518.55</b>
Office of Innovation & Technology	1234 Market Street	Snack	123C03023080	18th Floor	\$ 397.45
Office of Innovation & Technology	1234 Market Street	Snack	123C030022	15th Floor	\$ 918.30
Office of Innovation & Technology	1234 Market Street	Bottle Bev	200308BA00028	18th Floor	\$ 35.60
Office of Innovation & Technology	1234 Market Street	Bottle Bev	200307BA01030	15th Floor	\$ 55.10
Office of Innovation & Technology	1234 Market Street	Bottle Bev	199197	18th Floor	\$ 67.25
Office of Innovation & Technology	1234 Market Street	Bottle Bev	199196D	15th Floor	\$ 79.60
		<b>Account Totals:</b>			<b>\$ 1,553.30</b>
Tom McDonald	Broad & Market Sts	Snack	123C03031047	Room 212 City Hall	\$ 659.20
		<b>Account Totals:</b>			<b>\$ 659.20</b>
Streets Traffic Shop	4500 G Street	Bottle Bev	199105D	Breakroom	\$ 383.05
Streets Traffic Shop	4500 G Street	Snack	00051008C8	Breakroom	\$ 334.70
		<b>Account Totals:</b>			<b>\$ 717.75</b>
Water Central Lab Services	1500 E. Hunting Park Avenue	Bottle Bev	198392D	Breakroom	\$ 387.10
Water Central Lab Services	1500 E. Hunting Park Avenue	Snack	2005	Breakroom	\$ 387.35
		<b>Account Totals:</b>			<b>\$ 774.45</b>
Fire Dept. Warehouse	115 W. Luzerne Street	Snack	331023815	Breakroom	\$ 183.85
Fire Dept. Warehouse	115 W. Luzerne Street	Bottle Bev	199847	Breakroom	\$ 214.75
		<b>Account Totals:</b>			<b>\$ 398.60</b>
Fleet Shop	100 E. Hunting Park Avenue	Snack	7012903	Basement	\$ 946.95
Fleet Shop	100 E. Hunting Park Avenue	Bottle Bev	211308CD00028	Basement	\$ 30.75
Fleet Shop	100 E. Hunting Park Avenue	Bottle Bev	199848D	Basement	\$ 400.40
		<b>Account Totals:</b>			<b>\$ 1,378.10</b>
Police Warehouse	660 E. Erie Avenue	Bottle Bev	199172D	Kitchen	\$ 415.95
Police Warehouse	660 E. Erie Avenue	Snack	00061008C8	Kitchen	\$ 644.10
		<b>Account Totals:</b>			<b>\$ 1,060.05</b>
24 & 25th Police	3901 Whitaker	Snack	7005046	2nd Floor	\$ 792.25
24 & 25th Police	3901 Whitaker	Bottle Bev	1505-01747	2nd Floor	\$ 91.35
		<b>Account Totals:</b>			<b>\$ 883.60</b>
N.E. Water Polli	3895 Richmond Street	Bottle Bev	123C031039	Breakroom	\$ 701.95
N.E. Water Polli	3895 Richmond Street	Bottle Bev	69850078CC	Breakroom	\$ 742.30
		<b>Account Totals:</b>			<b>\$ 1,444.25</b>

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Police 35th Dist	5960 N. Broad Street	Snack	7020825	Hallway	\$ 300.05
Police 35th Dist	5960 N. Broad Street	Bottle Bev	69400151AC	Hallway	\$ 181.85
5th Police Distr	6686 Ridge Avenue	Snack	31015375	Lobby	\$ 954.10
5th Police Distr	6686 Ridge Avenue	Bottle Bev	200308BA00194	Lobby	\$ 26.25
Police 14th Dist	43 W. Haines Street	Snack	123A99295145	Roll Call Room	\$ 1,159.70
Police 14th Dist	43 W. Haines Street	Bottle Bev	69850376CC	Roll Call Room	\$ 480.40
N.W. Service Bld	301 Domino Lane	Snack	7049484	Breakroom	\$ 245.90
N.W. Service Bld	301 Domino Lane	Bottle Bev	199198D	Breakroom	\$ 187.50
N.W. Service Bld	301 Domino Lane	Bottle Bev	196769D	Breakroom	\$ 138.45
Stenton Shelter	1300 E. Tulpehocken St	Snack	7010952	Lobby	\$ 291.70
Stenton Shelter	1300 E. Tulpehocken St	Snack	123C04252036	Employee Breakroom	\$ 817.35
Stenton Shelter	1300 E. Tulpehocken St	Bottle Bev	02238159ba	Lobby	\$ 832.22
Stenton Shelter	1300 E. Tulpehocken St	Bottle Bev	123C03023044	Employee Breakroom	\$ 323.33
Horticulture Center	100 N. Horticultural Drive	Snack	122B01145027	Break Area	\$ 694.05
Horticulture Center	100 N. Horticultural Drive	Bottle Bev	197629D	Break Area	\$ 645.25
Carousel House Recreation Center	4600 Concourse drive	Snack	123C03027037	Vending Area	\$ 1,354.95
Carousel House Recreation Center	4600 Concourse drive	Bottle Bev	1003	Vending Area	\$ 679.85
Water Survey Unit	3585 Fox Street	Snack	1004	Breakroom	\$ 268.35
Water Survey Unit	3585 Fox Street	Bottle Bev	69170406DB	Breakroom	\$ 374.60
Water Queens Lane Filter Station	3565 Fox Street	Bottle Bev	199236D	Break Area	\$ 435.90
Water Queens Lane Filter Station	3565 Fox Street	Snack	15078	Break Area	\$ 452.70
Fleet Car Barn	1848 N.of Montgomery & Kelly	Bottle Bev	1005	Fleet Maint Garage	\$ 63.25
Fleet Car Barn	1848 N.of Montgomery & Kelly	Bottle Bev	1005	Fleet Maint Garage	\$ 63.25
Fleet Fox Street Auto Shop	3275 Fox Street	Bottle Bev	200308BA00018	Garage	\$ 38.15
Fleet Fox Street Auto Shop	3275 Fox Street	Snack	1006	Garage	\$ 505.29
<b>Account Totals:</b>					\$ 888.60
<b>Account Totals:</b>					\$ 642.95
<b>Account Totals:</b>					\$ 2,034.80
<b>Account Totals:</b>					\$ 1,339.30
<b>Account Totals:</b>					\$ 2,264.60
<b>Account Totals:</b>					\$ 980.35
<b>Account Totals:</b>					\$ 1,640.10
<b>Account Totals:</b>					\$ 571.85
<b>Account Totals:</b>					\$ 63.25

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
ASD Cambria	17th & Cambria	Snack	12399050068	Staff Dining Area	\$ 1,000.15
ASD Cambria	17th & Cambria	Bottle Bev	76230389DC	Staff Dining Area	\$ 720.70
ASD Cambria	17th & Cambria	Bottle Bev	76290259DC	Staff Dining Area	\$ 215.15
<b>Account Totals:</b>					<b>\$ 1,936.00</b>
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	Snack	2006	Breakroom	\$ 1,080.35
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	Bottle Bev	200308BA00014	Breakroom	\$ 39.85
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	Bottle Bev	198409D	Breakroom	\$ 256.65
<b>Account Totals:</b>					<b>\$ 1,376.85</b>
Police Accident Investigation	26th & Masters Streets	Bottle Bev	76740448AE	Breakroom	\$ 44.44
<b>Account Totals:</b>					<b>\$ 44.44</b>
Camria Water Dep	29th Street & Cambria Ave	Snack	123c02289025	Break Area	\$ 3,180.54
Camria Water Dep	29th Street & Cambria Ave	Bottle Bev	83390261	Break Area	\$ 2,478.99
<b>Account Totals:</b>					<b>\$ 5,659.53</b>
Police 22&23 Dis	1747 N. 17th Street	Bottle Bev	76860854BD	Hall	\$ 647.35
Police 22&23 Dis	1747 N. 17th Street	Snack	123B01283012	Hall	\$ 747.80
<b>Account Totals:</b>					<b>\$ 1,395.15</b>
Police 9th Distr	400 N. 21th Street	Snack	331024357	Hall	\$ 500.00
Police 9th Distr	400 N. 21th Street	Bottle Bev	76920260BD	Hall	\$ 458.75
Police 9th Distr	400 N. 21th Street	Bottle Bev	200314BA00291	Hall	\$ 55.75
<b>Account Totals:</b>					<b>\$ 1,014.50</b>
Free Library Central Branch	1901 Vine Street	Bottle Bev	200229BA00249	Breakroom	\$ 1,444.11
Free Library Central Branch	1901 Vine Street	Bottle Bev	91910073	Breakroom	\$ 1,551.33
<b>Account Totals:</b>					<b>\$ 2,995.44</b>
Rodin Place Library	2000 Hamilton Street	Snack	7041415	Breakroom	\$ 132.65
Rodin Place Library	2000 Hamilton Street	Bottle Bev	76640402CD	Breakroom	\$ 48.96
<b>Account Totals:</b>					<b>\$ 181.61</b>
Employee Health Center	1901 Fairmont Avenue	Snack	7063672	Lobby	\$ 533.70
Employee Health Center	1901 Fairmont Avenue	Bottle Bev	199149D	Lobby	\$ 194.50
<b>Account Totals:</b>					<b>\$ 728.20</b>
Police 26th Dist	611-17 E. Girard Avenue	Snack	31002327	Lobby	\$ 118.05
Police 26th Dist	611-17 E. Girard Avenue	Bottle Bev	69790164BC	Lobby	\$ 65.60
<b>Account Totals:</b>					<b>\$ 183.65</b>

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Police 6th Distr	235 N. 11th Street	Snack	11399053024	Lobby	\$ 850.46
Police 6th Distr	235 N. 11th Street	Bottle Bev	200314BA00292	Lobby	\$ 37.00
Police 6th Distr	235 N. 11th Street	Bottle Bev	69880345cc	Hall	\$ 992.40
<b>Account Totals:</b>					\$ 1,879.86
Dept. of Behavioral Health Admin. Office	1101 Market Street	Snack	31052592	7th Floor breakroom	\$ 445.50
Dept. of Behavioral Health Admin. Office	1101 Market Street	Bottle Bev	76880586D	7th Floor breakroom	\$ 306.05
<b>Account Totals:</b>					\$ 751.55
Human Relations Commission	601 Walnut St	Snack	6038406	3rd Fl Curtis Center	\$ 330.15
Human Relations Commission	601 Walnut St	Bottle Bev	68830038BB	3rd Fl Curtis Center	\$ 159.05
<b>Account Totals:</b>					\$ 489.20
Water Dept Administrative Office	1101 Market Street	Snack	123C03023040	3rd Floor Breakroom	\$ 899.50
Water Dept Administrative Office	1101 Market Street	Bottle Bev	1412AJ-1568	3rd Floor Breakroom	\$ 242.15
Water Dept Administrative Office	1101 Market Street	Bottle Bev	200308BA00030	3rd Floor Breakroom	\$ 77.45
<b>Account Totals:</b>					\$ 1,219.10
Office of Prop Assess	601 Walnut St	Snack	12399050072	3rd Floor	\$ 723.15
Office of Prop Assess	601 Walnut St	Bottle Bev	0080815DZ	3rd Floor	\$ 593.51
<b>Account Totals:</b>					\$ 1,316.66
Fleet Management Admin. Office	100 S. Broad Street	Bottle Bev	68200361CA	100 S. Broad Street	\$ 103.05
Fleet Management Admin. Office	100 S. Broad Street	Snack	6008135	100 S. Broad Street	\$ 272.65
<b>Account Totals:</b>					\$ 375.70
Health Center Admin. Bldg.	500 S. Broad Street	Snack	123C03029039	Vend Area Lobby	\$ 709.15
Health Center Admin. Bldg.	500 S. Broad Street	Bottle Bev	200314BA00265	Vend Area Lobby	\$ 76.20
Health Center Admin. Bldg.	500 S. Broad Street	Bottle Bev	76380400AD	Vend Area Lobby	\$ 246.55
<b>Account Totals:</b>					\$ 1,031.90
SW Water Pollution Facility	8200 Enterprise Avenue	Snack	7057183	Thickener Building	\$ 693.05
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	200314BA00287	Admin	\$ 134.90
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	200314BA00281	Shop Maintenance	\$ 57.55
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	69070592CB	Shop Maintenance	\$ 370.55
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	198438D	Thickener Building	\$ 421.00
SW Water Pollution Facility	8200 Enterprise Avenue	Snack	1007	Admin	\$ 790.96
SW Water Pollution Facility	8200 Enterprise Avenue	Snack	0221/105300	Shop Maintenance	\$ 740.30
<b>Account Totals:</b>					\$ 3,208.31
Philadelphia Airport Executive Office	8000 Essington Ave	Bottle Bev	82870092	Terminal E - Hall Pantry	\$ 1,166.55
Philadelphia Airport Executive Office	8000 Essington Ave	Bottle Bev	200620PA00209	Terminal E - Hall Pantry	\$ 1,137.21
Philadelphia Airport Executive Office	8000 Essington Ave	Snack	431-010669	Terminal E - Rear Pantry	\$ 1,271.19
Philadelphia Airport Executive Office	8000 Essington Ave	Snack	122A000325054	Terminal E - Hall Pantry	\$ 1,271.19
<b>Account Totals:</b>					\$ 3,574.95

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Biosolids Recycling Center	7800 Penrose Ferry Road	Snack	157011303	Office	\$ 45.00
Biosolids Recycling Center	7800 Penrose Ferry Road	Bottle Bev	200314BA00277	Office	\$ -
		<b>Account Totals:</b>			<b>\$ 45.00</b>
Police South Detectives	2301 South 24th Street	Snack	6054805	Breakroom 2nd Floor	\$ 1,374.50
Police South Detectives	2301 South 24th Street	Bottle Bev	76920281BD	Breakroom 2nd Floor	\$ 820.95
		<b>Account Totals:</b>			<b>\$ 2,195.45</b>
Police 1st Distr	2301 S. 24th Street	Snack	123C03029033	Roll Call Room	\$ 791.50
Police 1st Distr	2301 S. 24th Street	Bottle Bev	76950514CD	Roll Call Room	\$ 211.05
Police 1st Distr	2301 S. 24th Street	Bottle Bev	198403D	Roll Call Room	\$ 303.70
Police 1st Distr	2301 S. 24th Street	Bottle Bev	2007	Roll Call Room	\$ 436.50
		<b>Account Totals:</b>			<b>\$ 1,742.75</b>
Police 3rd, 4th District	1301 S. 11th Street	Snack	123C03029043	Halfway	\$ 745.90
Police 3rd, 4th District	1301 S. 11th Street	Bottle Bev	69830038CC	Halfway	\$ 219.25
Police 3rd, 4th District	1301 S. 11th Street	Bottle Bev	199145D	Halfway	\$ 412.90
		<b>Account Totals:</b>			<b>\$ 1,378.05</b>
Public Property Collision Shop	11th & Reed Street	Bottle Bev	199237D	Halfway	\$ 122.35
		<b>Account Totals:</b>			<b>\$ 122.35</b>
Streets Sanitation Building	3003 South 63rd	Snack	123C03087066	Break Area	\$ 442.85
Streets Sanitation Building	3003 South 63rd	Bottle Bev	76070109CC	Halfway	\$ 443.40
		<b>Account Totals:</b>			<b>\$ 886.25</b>
SE Water Pollution Facility	25 Pattison Street	Snack	123C03029044	Admin Lunchroom	\$ 894.45
SE Water Pollution Facility	25 Pattison Street	Snack	123C03028035	Material Handling Halfway	\$ 382.10
SE Water Pollution Facility	25 Pattison Street	Bottle Bev	198366	Admin Lunchroom	\$ 231.25
SE Water Pollution Facility	25 Pattison Street	Bottle Bev	199853D	Material Handling Halfway	\$ 175.50
		<b>Account Totals:</b>			<b>\$ 1,683.30</b>
Police 12th Dist	6648 Woodland Avenue	Snack	7043586	Halfway	\$ 781.85
Police 12th Dist	6648 Woodland Avenue	Bottle Bev	200217BA00194	Halfway	\$ 45.25
Police 12th Dist	6648 Woodland Avenue	Bottle Bev	76940400CD	Halfway	\$ 234.20
		<b>Account Totals:</b>			<b>\$ 1,061.30</b>
Police 16th Dist	3901 Lancaster Avenue	Bottle Bev	196766D	Roll Call Room	\$ 176.10
Police 16th Dist	3901 Lancaster Avenue	Bottle Bev	76390481AD	Roll Call Room	\$ 425.85
Police 16th Dist	3901 Lancaster Avenue	Snack	7036054	Roll Call Room	\$ 510.55
		<b>Account Totals:</b>			<b>\$ 1,112.50</b>
Sayre Recreation Center	5831 Spruce Street	Snack	31001311	Lobby	\$ 502.50
Sayre Recreation Center	5831 Spruce Street	Bottle Bev	199862D	Lobby	\$ 328.60

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Young Study Center	3232 Henry Ave	Snack	123c0301045	Lobby	\$ 4,940.25
Young Study Center	3232 Henry Ave	Bottle Bev	88800082	Lobby	\$ 4,295.81
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 9,236.06</b>
Police 18th Dist	5510 Pine Street	Snack	123C03030041	Hall	\$ 2,086.05
Police 18th Dist	5510 Pine Street	Bottle Bev	220314BA00143	Hall	\$ 51.00
Police 18th Dist	5510 Pine Street	Bottle Bev	200314BA--138	Hall	\$ 7.00
Police 18th Dist	5510 Pine Street	Bottle Bev	69850378CC	Hall	\$ 1,069.31
Police 19th Dist	1300 N. 61st Street	Snack	123C03030046	Roll Call Room	\$ 1,502.12
Police 19th Dist	1300 N. 61st Street	Bottle Bev	200314BA00145	Roll Call Room	\$ 50.00
Police 19th Dist	1300 N. 61st Street	Bottle Bev	200314BA00123	Roll Call Room	\$ 44.00
Police 19th Dist	1300 N. 61st Street	Bottle Bev	76260436DC	Roll Call Room	\$ 856.32
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 5,665.80</b>
Airport Warehouse	8401 Executive Ave	Snack	158018540	1234 warehouse	\$ 116.20
Airport Warehouse	8401 Executive Ave	Bottle Bev	68870581BB	1234 warehouse	\$ 55.20
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 171.40</b>
Fire Administration Building	240 Spring Garden Street	Snack	123c03030037	Breakroom	\$ 1,660.92
Fire Administration Building	240 Spring Garden Street	Bottle Bev	20013BA00172	Breakroom	\$ 1,024.57
Fire Administration Building	240 Spring Garden Street	Bottle Bev	85020038ae	Breakroom	\$ 293.57
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 2,979.06</b>
Fire Academy	5200 Pennyback Street	Snack	123c03023047	Cafe	\$ 1,297.29
Fire Academy	5200 Pennyback Street	Bottle Bev	200307BA01028	Cafe	\$ 290.08
Fire Academy	5200 Pennyback Street	Bottle Bev	69830438 cc	Cafe	\$ 583.63
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 2,171.00</b>
NW Regional Library	68 West Chelten Ave.	Bottle Bev	6779-0247	W/Regional Library	\$ 33.00
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 33.00</b>
Police 17th Dist	1200 S. 20th Street	Bottle Bev	200314BA00246	Halfway	\$ -
Police 17th Dist	1200 S. 20th Street	Bottle Bev	76030279CC	Halfway	\$ 196.75
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 196.75</b>
Marian Anderson Recreation Center	740 S. 17th Street	Snack	123C03029042	Halfway	\$ 563.24
Marian Anderson Recreation Center	740 S. 17th Street	Bottle Bev	200314BA00148	Halfway	\$ 396.04
Marian Anderson Recreation Center	740 S. 17th Street	Bottle Bev	200314BA00150	Halfway	\$ 229.21
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 1,188.49</b>
DVIC	2800 S. 20th Street	Bottle Bev	19940BA04040		\$ 661.55
DVIC	2800 S. 20th Street	Snack	76014892		\$ 1,177.75
<b>Account Totals:</b>				<b>Account Totals:</b>	<b>\$ 1,839.30</b>

<u>Location Name</u>	<u>Address</u>	<u>Mach. Type</u>	<u>Mach. #</u>	<u>Location</u>	<u>YTD Gross Sales</u>
Center HC3	555 S 43rd St	Bottle Bev	1008	Breakroom	\$ 413.60
	555 S 43rd St	Snack	1009	Breakroom	\$ 335.90
				<b>Account Totals:</b>	<b>\$ 749.50</b>
Center HC4	4400 Haverford Ave		92253		\$ 749.50
Center HC4	4400 Haverford Ave		41015		\$ 1,064.47
Center HC4	4400 Haverford Ave	Bottle Bev	76740569	Breakroom	\$ 611.06
				<b>Account Totals:</b>	<b>\$ 2,425.03</b>
Center HC5	1920 N 20th st	Snack	2008	Breakroom	\$ 447.45
Center HC5	1920 N 20th st	Bottle Bev	0936/655CZ	Breakroom	\$ 347.15
				<b>Account Totals:</b>	<b>\$ 794.60</b>
Center HC6	321 W. Girard Ave	Snack	2009	Breakroom	\$ 452.35
Center HC6	321 W. Girard Ave	Bottle Bev	68141440CA	Breakroom	\$ 451.60
				<b>Account Totals:</b>	<b>\$ 903.95</b>
Center HC9	131 E Chelken Ave	Bottle Bev	76090180	Breakroom	\$ 40.48
Center HC10	131 E Chelken Ave	Snack	31053870	Breakroom	\$ 45.10
				<b>Account Totals:</b>	<b>\$ 85.58</b>
Center HC10	2230 Cottman Ave	Bottle Bev	28556529	Breakroom	\$ 160.22
Center HC10	2230 Cottman Ave	Snack	14716435	Breakroom	\$ 193.32
				<b>Account Totals:</b>	<b>\$ 353.54</b>
Center SMHC	2840 Dauphin St	Bottle Bev	8243008288	Breakroom	\$ 69.00
Center SMHC	2840 Dauphin St	Snack	158018540	Breakroom	\$ 112.40
				<b>Account Totals:</b>	<b>\$ 181.40</b>
<b>Grand Total Sales for 2014</b>					<b>\$ 459,806.24</b>

City of Philadelphia  
Year to Date Sales 2012

	Sales
COP-3704-N.E. Water Pollu	\$ 6,303.81
COP-2825-Bridesburg Rec C	\$ 29,367.47
COP-0114-Sheriff's Office	\$ 2,159.25
COP-2323-Fleet Management	\$ 1,334.53
COP-0118-City Hall	\$ 42,001.64
COP-0201-Curran Fromhold	\$ 187,421.98
COP-208-Detention Center	\$ 94,801.50
COP-0210-PICC Center	\$ 67,243.38
COP-0207-House of Correct	\$ 85,398.12
COP-0215-Transit House	\$ 89,621.60
COP-0206-Asd Modular Cent	\$ 13,755.54
COP-0205-Asd Modular Unit	\$ 3,738.39
COP-0127A-Public Property	\$ 108,969.30
COP-0500-Criminal Justice	\$ 71,033.20
COP-0116-Municipal Servic	\$ 44,830.00
COP-0113-Mayor's Office	\$ 8,498.09
COP-0104-Water Dept. Admi	\$ 5,669.65
COP-0126-District Attorne	\$ 32,933.36
COP-2311-5th Police Distr	\$ 3,240.95
COP-0001-24th&25th Police	\$ 4,399.85
COP-3300-Fire Academy	\$ 10,543.80
COP-3301-Training Academy	\$ 7,064.20
COP-3302-Police Academy	\$ 12,937.83
COP-0605-Baxter Filter Pl	\$ 2,214.16
COP-0328-Garage 175	\$ 471.50
COP-0002-Valor Hall	\$ 1,863.98
COP-2305-Police 12th Dist	\$ 9,061.17
COP-2812-Carousel House R	\$ 7,656.25
COP-3000-W. Regional Libr	\$ 384.00
COP-1103-Stenton Shelter	\$ 13,616.87
COP-0117-Family Court	\$ 44,407.57
COP-0105-Fire Administrat	\$ 10,361.99

City of Philadelphia  
Year to Date Sales 2012

	Sales
COP-2315-Police 22&23 Dis	\$ 9,394.20
COP-3001-Free Library	\$ 21,950.28
COP-0905-Employee Health	\$ 2,685.83
COP-3004-Rodin Place (Lib	\$ 547.82
COP-0115-Inlet Cleaning	\$ 9,350.09
COP-0317-Fox Street Auto	\$ 3,529.70
COP-1701-Survey Unit	\$ 2,482.89
COP-2413-Queens Lane Filt	\$ 2,395.23
COP-2304-Police 6th Distr	\$ 10,124.92
COP-0133-Municipal Court	\$ 4,485.37
COP-3900-Youth Study Cent	\$ 32,025.23
COP-2316-Police 9th Distr	\$ 9,643.37
COP-3702-Camria Water Dep	\$ 13,581.72
COP-0314-N.W. Service Bld	\$ 1,332.17
COP-2320-Police 35th Dist	\$ 2,641.57
COP-0600-SW Water Polluti	\$ 8,473.40
COP-2321-Police 14th Dist	\$ 7,870.87
COP-3700-Biosolids Recycl	\$ 310.78
COP-0338-Street/Sanitatio	\$ 9,228.99
COP-0003-Phila. Human Ser	\$ 8,148.65
COP-2309-Police 16th Dist	\$ 7,495.37
COP-1400-Medical Examiner	\$ 6,015.64
COP-2310-Police 18th Dist	\$ 13,815.43
COP-2314-Police 19th Dist	\$ 15,671.04
COP-1821-Horticulture Cen	\$ 2,244.84
COP-1700-SE Water Polluti	\$ 5,929.42
COP-2619-Disston Rec. Cen	\$ 2,350.21
COP-2307-Police 17th Dist	\$ 3,152.45
COP-2308-Police 1st Distr	\$ 9,134.15
COP-2303-Police 3rd/4th D	\$ 10,052.33
COP-0304-Collision Shop	\$ 1,579.30
COP-0901-HC Admin Bldg.	\$ 9,681.52

City of Philadelphia  
Year to Date Sales 2012

	Sales
COP-2808-Anderson, Marian	\$ 13,591.20
COP-2302-Police 26th Dist	\$ 4,516.57
COP-0124-Central Lab Serv	\$ 3,398.68
COP-0005-MIS Trailer	\$ 4,835.14
COP-3611-Police Warehouse	\$ 2,615.59
COP-0332-Traffic Shop	\$ 1,845.87
COP-2300-8th Police Distr	\$ 2,876.96
COP-0134-Fleet Shop	\$ 4,305.10
COP-2301-7th Police Distr	\$ 4,150.89
COP-2317-Police 2nd & 15t	\$ 18,172.75
COP-0007-Sayre Recreation	\$ 5,183.21
COP-2322-Narcotic Unit	\$ 2,118.22
COP-0009-Human Relations	\$ 2,307.53
COP-0008-Tom McDonald	\$ 1,447.90
COP-0006-Car Barn	\$ 574.74
COP-0010-South Detectives	\$ 2,473.35
COP-0011-Womens Detentio	\$ 38,026.66
COP- Accident Investig	\$ 594.22
COP-Pol Admin Round House	\$ 32,575.53
COP- - Fire Dept. Wareho	\$ 1,155.47
COP - ASD Cambria	\$ 8,151.10
COP - Phila Airport	\$ 13,425.96
COP-Airport	\$ 2,999.68
COP-Dept of Behave Health	\$ 3,437.81
<b>Total Sales</b>	<b>\$ 1,445,409.84</b>



## **RFP C-104-16**

### **Concession For The Operation And Management Of a City-Wide Vending Machine Program**

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Issued By:

The City of Philadelphia  
Procurement Department  
Trevor J. Day, Commissioner

#### **Mandatory Pre-Proposal Meeting:**

**Tuesday, August 23, 2016 at 1:00 PM, Local Time  
Municipal Services Building, 1401 JFK Blvd., 1<sup>th</sup> Floor, Room 170A  
Philadelphia, PA 19102**

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**SEALED PROPOSALS WILL BE RECEIVED UNTIL THURSDAY, SEPTEMBER 15, 2016  
AT 10:30 A.M. LOCAL TIME (THE "DEADLINE FOR SUBMITTING PROPOSALS")  
AT  
MUNICIPAL SERVICES BUILDING, 1401 JOHN F. KENNEDY BOULEVARD, ROOM 170A,  
PHILADELPHIA, PA 19102  
AND WILL BE OPENED IMMEDIATELY AFTER THE DEADLINE FOR SUBMITTING PROPOSALS**

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Questions regarding this Request for Proposals must be submitted in writing no later than  
**Friday, August 26, 2016 at 5:00 PM, Local Time ("Deadline for Questions")**  
and directed to

Kevin Hanagan, Procurement Department  
by  
e-mail at [kevin.hanagan@phila.gov](mailto:kevin.hanagan@phila.gov)

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## **SECTION 1 - GENERAL INFORMATION**

### **1.1 Introduction / Statement of Purpose**

- 1.1.1 The City of Philadelphia (the “City”), by and through the Procurement Department (“the Department”), is requesting proposals from qualified applicants with the intent to award to the Respondent best meeting the City’s objectives and selection criteria (hereinafter called “Concessionaire for the right to operate, manage and maintain vending machines at various facilities within the City. The Concession Agreement will grant the Concessionaire a non-exclusive license to exercise the rights and perform the duties as described. The City may make one or more awards if it is in the best interest of the City to do so. The City also reserves the right to enter into agreements with other food vending Concessionaires for special events and programs not related to this contract.
- 1.1.2 The City proposes that the Concessionaire offer a single source, full management program to provide vending services at various City facilities. However, if proposed, the City will consider alternative proposals leading to the award of more than one Concession contract and management program. The successful Concessionaire would be responsible for all aspects of the program to include, but not limited to, installation, maintenance, operation, and removal of all machines, collection of revenue and disbursement of commissions to various City Departments, issuing various reports detailing machine activity, and providing customer service for problem resolution. Although the number, type and locations of machines fluctuate and no minimum is guaranteed, machine type for all locations is provided as Attachment 7, Location/Equipment Listing. The City anticipates the inclusion of at least those locations detailed in Attachment 7. However, the City reserves the right to include additional locations and relocate or remove locations throughout the term of the Concession Agreement. The Concessionaire would be permitted to manage, operate and maintain the program itself or to use subcontractors (subject to the approval of the City) for certain aspects of the concession as long as Concessionaire remains the single source point of contact. The responsibilities of the Concessionaire will include, but not limited to, those set forth in this RFP in Section 2 and Section 3. In consideration of the License granted to the Concessionaire under the Concession Agreement, the Concessionaire shall pay the City a concession fee as explained below. Each Respondent’s proposal must describe, at a minimum, the management and operation practices, personnel requirements and reporting procedures that it would employ in managing and operating the vending machines at the various City facilities.

### **1.2 Respondents to this RFP**

- 1.2.1 Each applicant that submits a proposal in response to this RFP (a “Proposal”) will be considered a “Respondent”. The City intends to enter into negotiations for a written Concession Agreement with the Respondent who best meets the City’s objectives and selection criteria set forth in this RFP. Upon execution of the Concession Agreement by the City and the successful Respondent, the successful Respondent will become the Concessionaire under the Concession Agreement. The Concession Agreement will give

the Concessionaire the right (the “License or “Concession”) to operate and manage the various facilities and to exercise the rights and perform the duties described in this RFP and Concession Agreement.

1.2.2 All Respondents are encouraged to carefully read this entire RFP and its attachments before the Pre-Proposal Meeting and before submitting a proposal. This RFP will become part of the Concession Agreement.

1.2.3 Respondents may bid all or a portion of the City locations as listed in Attachment 7.

### **1.3 No Obligation**

1.3.1 This RFP does not commit the City of Philadelphia to award a contract. This RFP and the process it describes are proprietary to the City and are for the sole and exclusive benefit of the City. No other party, including any Respondent, is intended to be granted any rights hereunder. Any response, including written documents and verbal communication, by any Respondent to this RFP, shall become the property of the City and may be subject to public disclosure by the City, or any authorized agent of the City. The City is not liable for any costs incurred by Respondents in preparing and submitting a proposal in response to this RFP or for any costs and expenses incurred in meeting with, or making oral presentations to the City if so requested.

1.3.2 The City assumes no contractual or other obligations as a result of the preparation or submission of a Proposal by anyone responding to this RFP or the evaluation of Proposals by the City or the selection of a Respondent for further negotiations.

1.3.3 Neither the City, nor any of its respective agents, employees or representatives makes any representation or warranty, expressed or implied, as to the accuracy or completeness of any of the information contained in the RFP or any other information (whether communicated in written or oral form) transmitted or made available to prospective Respondents. The City expressly disclaims any and all liability relating to, or resulting from the use of this RFP or such other information by a prospective Proposer. Any prospective Respondent must satisfy itself with respect to verification of information contained in the RFP.

### **1.4 Modifications**

1.4.1 Until the Deadline for Submitting Proposals, a Respondent may submit a modified proposal to replace all or any portion of a proposal the Respondent submitted previously. The City will only consider the latest version of a Respondent’s Proposal. The City will not consider or evaluate late proposals and late modifications. A Respondent may withdraw its proposal from consideration at any time before the Deadline for Submitting Proposals. To withdraw a proposal, the Respondent must provide written notification to the Project Manager by email, fax or letter at the address for Project Manager, Kevin Hanagan provided in Section 1.8.

1.4.2 This RFP, all proposals, the Concession Agreement, all written documents and communication related to them may be subject to public disclosure under law, except as provided in Section 5.9 of this RFP.

## **1.5 Late Proposals**

1.5.1 It shall be the responsibility of the Respondent to deliver the Proposal and all other required items prior to 10:30 AM Eastern Standard Time on THE DATE AND TIME THAT IS LISTED ON THE COVER PAGE. Later delivery for any reason may disqualify the Respondent.

## **1.6 Respondent Qualifications**

1.6.1 As more fully detailed below, each Respondent must demonstrate substantial experience, as a prime Concessionaire, in managing and operating a vending machine program and the financial capacity to operate and manage all City facilities at the highest level of efficiency, customer satisfaction, and safety.

1.6.2 Satisfactory evidence of the following qualifications must accompany each proposal:

1.6.2.1 Respondents must demonstrate recent experience or capacity in vending machine management, sales and servicing accounts of similar size and complexity as stated in this RFP.

1.6.2.2 Respondents must demonstrate the necessary resources to remove, install, maintain and resupply the number of machines pursuant to the City's Healthy Vending Standards, Green works and Energy Star eligibility requirements.

1.6.2.3 Respondents must have sufficient customer support staff for a contract of this size and scope and to provide expeditious problem resolution.

1.6.2.4 Respondents must have the capability to design and furnish the reports required in Section 2.5 in a format satisfactory to the City.

1.6.2.5 Respondents must provide a brief history of its organization and an executive summary that describes its company's qualifications. This summary shall include number of employees, number of years in business and the resumes or detailed description of the Respondent's professional qualifications, demonstrating extensive experience in the vending industry.

## **1.7 Mandatory Pre-Proposal Meeting**

1.7.1 A “**Mandatory Pre-Proposal Meeting**” will be held on the date and time, and at the location stated on the cover page of this RFP. The purpose of the mandatory Pre-Proposal meeting is to review the requirements contained in this RFP and receive questions that potential Respondents may have. You will need photo ID to enter the Municipal Services Building. Please allow yourself sufficient time to sign-in for the meeting. The attendees list will be made available as an addendum following the Pre-Proposal Meeting.

1.7.2 The City will not consider the proposal of any Respondent that did not attend the mandatory Pre-Proposal meeting.

## **1.8 Project Managers**

1.8.1 The Project Managers for this RFP are Kevin Hanagan, City of Philadelphia Procurement Department and Catherine Bartoli, City of Philadelphia Health Dept., and can be reached by the following means:

Email: kevin.hanagan@phila.gov  
Phone: (215) 686-4780  
Mail: 120 Municipal Services Building  
Philadelphia, PA 19102  
Email: catherine.bartoli@phila.gov  
Phone: (215) 686-5281  
Mail: 1101 Market St. 9<sup>th</sup> Floor  
Philadelphia, PA 19107

## **1.9 Questions related to the RFP**

1.9.1 Questions concerning this RFP, may be asked at the pre-proposal meeting. Otherwise, questions must be submitted in writing to the Project Manager, by e-mail, no later than the Deadline for Questions stated on the cover of this RFP. Questions submitted by telephone will not be answered by the City. The City is not obligated to answer or respond to any questions received after the Deadline for Questions.

1.9.2 The City will respond to questions it considers appropriate to the RFP and of interest to all Respondents, but reserves the right, in its discretion, not to respond to any question. The City will provide its answers in writing by an addendum to this RFP prior to the Deadline for Submitting Proposals, and the City will post its answers on the following website: <http://www.phila.gov/bidsonline/PWBiddingOpportunities.aspx> (under Public Works Bidding Opportunities). Responses posted on the City’s website become part of the RFP upon posting. The City reserves the right, in its discretion, to revise responses to questions after posting, by posting the modified response. No oral

response to any Respondent question by any City employee or agent shall be binding on the City or in any way considered to be a commitment by the City.

- 1.9.3 The addenda issued by the City is the City's only official method for communicating information to all potential Respondents. Respondents should check the City's website before submitting a Proposal to verify that they have received all the addenda relating to this RFP. Each Respondent must acknowledge in its proposal that it has reviewed all addenda to this RFP.

## **1.10 Public Disclosure**

- 1.10.1 This RFP, each Proposal, the Concession Agreement, and the written documents and communication related to them, may be subject to public disclosure, except as provided in this RFP.

## **1.11 Data Not Warranted**

- 1.11.1 Neither the City, nor any of its respective agents, employees or representatives makes any representation or warranty, expressed or implied, as to the accuracy or completeness of any of the information contained in the RFP or any other information (whether communicated in written or oral form) transmitted or made available to prospective Respondents. The City expressly disclaims any and all liability relating to, or resulting from the use of this RFP or such other information by a prospective Respondent. Any prospective Respondent must satisfy itself with respect to verification of information contained in the RFP.

## **1.12 RFP Becomes Part of the Concession Agreement Statement**

- 1.12.1 The awarded Concessionaire will be expected to enter into a Concession Agreement with the City of Philadelphia. The Concession Agreement requires, among other things, insurance, indemnification of the City and a fidelity bond.

## **1.13 Term of the Concession Agreement**

- 1.13.1 The term of the Concession Agreement contemplated by this RFP shall be for one (1) year with three (3) additional one-year options to renew, at the City's sole and absolute discretion.

The "Initial Term" of the Concession Agreement will commence on the date all of the conditions set forth in this RFP have been satisfied (the Commencement Date"). The Initial Term will expire at 5:00 p.m. on the date that is one day prior to the one year anniversary of the Commencement Date. The City may, at its sole discretion, renew the Concession Agreement for up to three additional one-year periods (each period a "Renewal Term"). To renew the Concession Agreement, the City must provide written notice to the Concessionaire of the City's desire to renew the agreement ("Renewal Notice") at least sixty (60) days before expiration of the Initial Term or then-current

Renewal Term, as the case may be. In the Concession Agreement and this RFP, “Term” means the Initial Term and all Renewal Terms, if any. In the Concession Agreement and this RFP, the date the Concession Agreement expires, is terminated, or otherwise ends, is called the “Concession Agreement Ending Date.” Under no circumstances shall any vending opportunities awarded through this RFP and any Concession Agreement continue past one year without a notice of renewal.

## **SECTION 2 - PROPOSAL SPECIFICATIONS**

### **2.1 Concession Fee and Product Type**

2.1.1 Proposals will be received in the form of an offer, to pay a specific percentage of Gross Revenue that will be paid to the City employee controlled funds (“Employee Fund”) on a monthly basis for the below listed categories. Include in this section any additional incentives being offered to the City. Respondents are required to utilize Attachment 2, Concession Fee Proposal Form when providing their offer.

2.1.1.1 Beverage Machine (describe type and size of beverages)

2.1.1.2 Snack Machine (describe type and size snacks)

2.1.1.3 Frozen Yogurt, Milk, Cold and Hot Food Machines (describe type and size of both food and beverage)

2.1.1.4 Split snack and beverage machine (describe type and size snacks and beverages)

2.1.2 The Concessionaire shall agree to install, operate and maintain the vending equipment as detailed in this RFP. The Concessionaire shall also agree to remove any vending equipment that may be located at any current or new locations added during the term of the Concession Agreement.

2.1.3 The vending machines shall be installed and/or removed at all locations by the Concessionaire at its sole expense. Any damage caused by the movement of the machines shall be the sole responsibility and expense of the Concessionaire.

2.1.4 All products sold or kept for sale shall be of the highest quality, wholesome and pure, and conform to all applicable federal, state, and local laws, acts, ordinances and regulations. Products shall also conform to the Healthy Vending Standards (Attachment 5). Upon request of the City of Philadelphia, local brand products may be included in the inventory of products sold on City facilities. Additionally, for any vending machine that may be located outside of an enclosed building, only food items that will remain fresh in various weather conditions (i.e. extreme heat) and are non-perishable will be considered.

2.1.5 The Concessionaire shall provide a list of all products available, product nutrition information and proposed pricing, and identify which items meet Healthy Vending Standards.

- 2.1.6 All vending machines shall contain a continually refreshed variety of product. As such, the same type of snack item may not be stocked in more than three selections in a vending machine at a given time. Please submit sample planograms (as mentioned in section 5.2.4.15) showing this with your proposal.
- 2.1.7 Concessionaire shall ensure that all machines are operational, and that all repairs are made within twenty-four (24) hours of receipt of notice from the City. The Concessionaire shall be responsible at its sole cost and expense for the machines' maintenance and repair.
- 2.1.8 Concessionaire shall be responsible for the monthly payment of a Concession Fee to each location based on a percentage of gross revenue generated by each machine. Gross Revenue does not include cash or credit refunds made to customers on transactions in the ordinary course of business. Payment of the monthly Concession Fee is remitted to, and made payable to the appropriate Employee Fund, on or about the 10<sup>th</sup> of the month proceeding the sales period as described in the Concession Agreement.
- 2.1.9 Concessionaire is responsible for working with appropriate City personnel in each location to establish a Refund Program. The Refund Program shall include a procedure whereby notice is given to the Concessionaire of mechanical and other problems with machines installed by the Concessionaire. The appropriate City personnel will record the name, amount lost in machine, date, time and vending machine identification in which the malfunction occurred. All refunds must be reimbursed by the Concessionaire promptly; only cash refunds are acceptable.
- 2.1.10 Concessionaire shall agree that during the term of the Concession Agreement and for at least three (3) years thereafter, to keep and preserve at its office; balance sheets, statements of earnings, general ledger, receipts and disbursement journals, sales records, cleaning and service records, and other supporting documentation which shall disclose in detail all information required to permit the City to verify contract performance and payment of all amounts due or required to be paid hereunder and which shall conform to and be in accordance with generally accepted accounting principles.
- 2.1.11 Concessionaire shall, and also cause any and all of its subcontractors, to procure and maintain all necessary permits and licenses for the lawful operation of its business and the machines including, but not limited to, the procurement of a Department of Licenses and Inspections Food Vending Machine License which can be obtained in the concourse level of the Municipal Services Building, 1401 J.F.K. Boulevard, Philadelphia, PA.
- 2.1.12 Concessionaire shall be required to coordinate with appropriate City personnel to maintain a 75% of total fill of all products in all vending machines. City facilities that are 24 hour-a-day 7 day-a-week operations may require extensive (possibly daily) visits to the location(s) to keep vending machines operating at suitable product levels. It is the Concessionaire's responsibility to insure that the City facilities will have a continuous supply of fresh vending machine products.

- 2.1.13 It is preferred that the concessionaire have the technology to provide the City with the ability to view inventory on an asset by asset and product by product basis.
- 2.1.14 The City anticipates the potential for some vending machines to be located outside of an enclosed building (as might be the case with locations at Fairmount Park facilities, for example). These locations may require the vending machines to be unlighted and/or painted to blend with the natural surroundings or facilities as well as to receive the prior approval of officials from the City of Philadelphia, Department of Parks & Recreation prior to installation. The Concessionaire shall be responsible for all losses of money or merchandise from these machines.
- 2.1.15 Should any vending equipment be placed at City Health Center locations, Prisons, and the Airport, etc, the Concessionaire shall comply with any security requirements specific to these locations.
- 2.1.16 Concessionaire must coordinate with the respective City operating department representative in situations where a “Product Rights Agreement” exist for a given facility. If such an agreement exists, the Concessionaire will certify that products dispensed from machines in that facility conform to the Products Rights Agreement. In the event the City enters into City-Wide Product Rights Agreement for all of its facilities, the Concessionaire must agree to conform to the Product Rights Agreement as to the products dispensed from the vending machines.

## 2.2 **Environmentally-Friendly (“Green”) Products & Practices**

- 2.2.1 The City of Philadelphia is implementing ecologically-friendly initiatives to benefit the environment and the health of Philadelphia’s visitors and residents. Therefore, the City will require the Concessionaire to employ ecologically friendly practices and products in the management and operation of all City locations which may include the installation of Energy Star compliant vending machines, equipment and appliances, the use of low toxicity chemicals, the preservation of natural areas, and the use of environmentally friendly products.
- 2.2.2 The installation of Energy Star approved appliances and equipment, such as vending machines and Energy Star products and environmentally friendly practices can be found at: <http://www.energystar.gov>. Attachment 6, Refrigerated Beverage Vending Machines Key Product Criteria provides further information regarding the Energy Star requirements that shall be required under the Concession Agreement.
- 2.2.3 The City strongly encourages the use of “Green Seal” eco-friendly products such as paper cups. A list of “Green Seal” certified products can be found at <http://www.greenseal.org/findaproduct/index.cfm>, and a list of environmentally-friendly products/materials is also available at: [http://www.nyc.gov/html/mocs/html/programs/other\\_epp.shtml](http://www.nyc.gov/html/mocs/html/programs/other_epp.shtml).

2.2.4 The Concessionaire is to use chlorine free, biodegradable products such as paper towels, napkins, utensils and plates. If the Concessionaire intends to utilize any disposable products for food service, the Concessionaire shall use environmentally friendly cleaners and the sale of sustainable food products.

## **2.3 Concession Personnel Requirements**

2.3.1 Concessionaire shall employ, provide and train all personnel necessary and prudent for the safe, efficient and successful management and operation of the Vending Machine Program. This includes training of personnel to adopt and follow planograms for properly stocking machines per City requirements. Personnel will be open to working with the City to insert City-developed materials into machines.

2.3.2 Concessionaire shall cause its employees to conduct themselves at all times in a courteous and professional manner that reflects well upon the City and all of its departmental facilities. Concessionaire shall train and supervise its employees and cause them to be well-groomed and neat. Concessionaire shall cause its employees to be outfitted in appropriate attire which clearly identifies them as Concessionaire's employees. The City may, in its sole reasonable discretion, require that the Concessionaire remove and replace any employee that does not meet the requirements of this RFP and Concession Agreement.

## **2.4 Equipment, Maintenance and Service**

2.4.1 The City has established minimum equipment, maintenance and service standards for Concessionaire authorized to operate in the City. Meeting these minimum requirements does not ensure acceptance of the Respondent's proposal. If the RFP is awarded, Concessionaire will be required to adhere to these standards as described in this RFP and subsequent Concession Agreement.

2.4.2 Verification of Concessionaire's adherence to these standards is obtained initially by submission of photographs of all vending equipment upon installation, and subsequently through site visits by City personnel during the term of the Concession Agreement.

2.4.3 The following types of vending equipment may be required of the Concessionaire depending upon the specific needs of the location(s) as described in the Location/Equipment Listings in Attachment 7 as well as any locations added through the term of the Concession Agreement. Please attach to your proposal, technical literature (catalogue cuts) of the type of equipment described in Attachment 7. As a minimum, the technical literature should indicate: type of equipment, make, model number, year of manufacture, performance and other essential characteristics.

Soda Machine (12 oz. Cans)

Hot Beverage Machine

Soda Machine (12 oz. Plastic Bottles)	Cold Food Machine
Juice Machine (11.5 oz. Cans)	Microwave Oven
Snack Machine (Glass-front)	Condiment Stand
Frozen Yogurt Machine	Bill Changers
New Age/Enhance Beverage Machine	Milk Machine
(16 oz. / 20 oz. Bottles)	Hot Food Machine

2.4.4 Vending Machines will be new, state of the art, energy efficient equipment, and “72” in height. Microwave Ovens, Bill Changers, and Condiment Stands are not required to be “72” in height, but are nonetheless required to be new and state of the art equipment. As part of the submittal, Respondents should also indicate other available equipment options.

2.4.5 All Vending Machines will have non-resettable counters (meters) prior to installation. This provides a cash accountability system and must be reported on a monthly basis to City.

2.4.6 All Vending Machines will be equipped with dollar bill validators, and must be capable of accepting at all times, all of the legal currency issued by the United States Government. At a minimum, all Vending Machines must accept the following denominations: one dollar (\$1) bill and coins, five (5) cents (nickel), ten (10) cents (dime), twenty-five (25) cents (quarter dollar). The City will also consider machines that accept other denominations as well as those that offer "cashless vending technology", which offer the option of accepting and processing credit and debit cards. Respondents will provide technical specifications in their responses should cashless vending technology be an option on any of their machines.

2.4.7 Concessionaire must display their identification tag on all machines. This will identify their company name and a phone number to call for service or repairs. No signs, posters, or advertising shall be displayed on the machines. In the event that the Concessionaire subcontracts a portion of the vending activity to another vending machine company, the Concessionaire identification tag must appear on the subcontracted machine(s). The City of Philadelphia reserves the right to place identification tags on machines in addition to those placed by the Concessionaire.

2.4.8 Concessionaire shall be responsible for all routine maintenance related to the operation of the Vending Program. Concessionaire must install and maintain all equipment, including Microwave Ovens and Condiment Stands, and surrounding areas and fixtures. The Vending Machines must be maintained on the inside and outside in a clean sanitary manner.

2.4.9 Concessionaire must maintain detailed records of cleaning schedules and service calls.

2.4.10 Concessionaire shall respond promptly to all requests for maintenance and/or service within 24 hours of request for all equipment installed by the Concessionaire. The city may impose a \$50 per day penalty for every day that a machine is out of service.

2.4.11 Concessionaire shall provide a complete and proper arrangement at the Vending Location for the frequent and adequate sanitary handling and disposal of all trash, garbage, and other refuse in a manner approved by the City of Philadelphia. Piling of boxes, cartons, barrels, pallets, or other similar items, in an unsightly unsafe manner on or about the Vending Location, is forbidden.

2.4.12 Where appropriate, the City shall provide the following services to Concessionaire(s) without charge, provided that the Concessionaire uses such services in reasonable amounts and in a reasonable manner acceptable to the City:

- Electricity
- Heat
- Ventilation
- Water and Steam
- Elevator
- Lavatory

2.4.13 Where one Concessionaire succeeds another Concessionaire, the previous Concessionaire shall have a period of not more than fifteen (15) days after the termination of the Concession Agreement to remove its equipment and personal property from the concession premises. However, in some instances, the current Concessionaire may be required to assist with the removal of this equipment. Additionally, in the event that a vending location is added at any point during the Term in which one Concessionaire succeeds another Concessionaire, the previous Concessionaire shall have a period of not more than fifteen (15) days after the termination of the Concession Agreement to remove its equipment and personal property for the concession premises. There shall be no liability on the part of the City in the event the new Concessionaire is unable to operate the concession for the first 15 days of the Concession Agreement Term or the addition of a new vending location.

2.4.14 It is preferred that the Concessionaire be willing to work with the City to insert City developed materials for insertion into machines including but not limited to healthy product identifiers, calorie information, and allow other educational signage on exterior of machines.

## **2.5 Reporting Requirements**

2.5.1 Concessionaire will be required to furnish to the Project Managers with electronic monthly reports that detail all of the activity of the reporting month. Concessionaire(s) must provide documentation demonstrating capacity to meet the reporting requirements including a description of the technology used for this purpose.

### 2.5.2 Sales & Commission Report (*Monthly*)

A report that details by location and by machine, the monthly and year to date (ytd) gross sales, sales tax, net sales and concession fee paid for each location and machine. The (ytd) numbers will be on a calendar basis. The report must detail the meter counts showing beginning balance and ending balance to confirm gross sales for the period. Report to be sent monthly to the Project Managers by the 15<sup>th</sup> day of the following month. The city may impose a \$25 per day penalty for every day that the Sales & Commission Report is received late and/or sent incorrectly.

### 2.5.3 *Healthy Sales Report (Monthly)*

A report that details itemized monthly and year to date (ytd) product sold by location and machine as well as monthly and year to date gross sales by location, machine, and product sold shall be sent to the Project Managers by the 15<sup>th</sup> day of the following month. The city may impose a \$25 per day penalty for every day that the Healthy Sales Report is received late and/or sent incorrectly.

## **2.6 Subcontracting**

2.6.1 Subject to the requirements of this RFP, Concessionaire may have some of its services and supplies provided by a subcontractor. The Concessionaire shall obtain the prior, written approval of the Procurement Commissioner before entering into any subcontract under the Concession Agreement.

2.6.2 Concessionaire shall cause all its subcontracts to specify that the City is designated as third party beneficiary of the subcontract. Concessionaire shall also cause its subcontracts to specify that the subcontractor is bound by the same requirements as the Concessionaire under the Concession Agreement including, without limitation, indemnification of the City, insurance, maintenance and preservation of records, and audit by the City.

2.6.3 No subcontract relieves Concessionaire of any of its obligations under the Concession Agreement. Concessionaire is liable for the acts and omissions of its subcontractors, or the persons either directly or indirectly employed by them.

2.6.4 Any purported subcontract that Concessionaire enters into in violation of this Section 2.6, or of any other Section in this RFP, or the Concession Agreement is void.

## **2.7 Security Deposit**

2.7.1 Respondents must submit, with their proposal, a Security Deposit of Five Thousand Dollars (\$5,000.00). Respondents shall submit the Security Deposit, made payable

to the City of Philadelphia, in the form of a certified check. The City will deposit the certified check of all Respondents in a deposit account at a bank in the name of the City (the “**Security Deposit Account**”). The City will retain in that account the successful Respondents Security Deposit. The City will return the security deposit to the unsuccessful Respondents. The Security Deposit Account shall be available to the City to retain as security for:

- 2.7.1.1 The Concessionaire’s faithful performance of, and compliance with, all the terms and conditions of the Concession Agreement, including but not limited to all the City’s costs and expenses to hire persons or firms to complete performance of, and compliance with, the Concession Agreement if Concessionaire defaults in any of its obligations;
  - 2.7.1.2 Compensation for any damages, costs, or expenses suffered or incurred by the City related to Concessionaire’s Event of Default;
  - 2.7.1.3 Compensation for any damage arising in connection with any activities at the Locations under the Concession Agreement and not otherwise covered by Concessionaire’s insurance (that names the City as payee).
  - 2.7.1.4 Compensation for any penalties incurred as mentioned in items, 2.4.10, 2.5.2, 2.5.3, and 6.5.3.
- 2.7.2 The City’s retention of some or all of the Security Deposit under RFP Section does not relieve Concessionaire of liability for any costs or damages in excess of the full amount of the Security Deposit.
- 2.7.3 If at any time during the Term, the City applies some or all of the Security Deposit to pay for repair of any damaged property or for any damages the City suffers arising from or otherwise related to Concessionaire’s breach of the Concession Agreement, or penalties occurred, the City may send written notice of the City’s retention. Promptly following Concessionaire’s receipt of the City’s notice, Concessionaire shall promptly deposit money into the Security Deposit Account to restore it to the full amount required. At no time, shall the balance fall under \$2,500.00.
- 2.7.4 Within 45 days following the Concession Agreement Ending Date, the City will return the Security Deposit to Concessionaire, less any amounts the City retains under RFP Section 2.7.1.

## **2.8 Office of Economic Opportunity – Participation Commitment**

The Concessionaire shall submit to the City quarterly reports that summarize the Concessionaire’s activities related to their contracts with minority-owned, women-owned, and disabled-owned firms. The reports will serve as a mechanism to ensure the Concessionaire is in compliance with the participation commitments the Concessionaire made in its S & C Form (described in Section 5.5.2 below). Please see **Attachment 4** for further information regarding these requirements.

## **SECTION 3— GENERAL CONTRACT PROVISIONS**

### **3.1 Ethics Requirements**

- 3.1.1 The Concessionaire and its sub-licensees, contractors, and subcontractors must not offer or give, directly or indirectly, anything of value to any City official, officer or employee, including any gift, gratuity, favor, entertainment or loan, the receipt of which would violate Executive Order No. 3-11 issued by the Mayor of Philadelphia on January 25, 2011.
- 3.1.2 Any person who offers or gives anything of value to any City official, officer, or employee, the receipt of which violates Executive Order No. 3-11, is subject to sanctions with respect to City contracts. The sanctions may range from disqualification from participation in particular City contract(s), to debarment, depending on the nature of the particular violation. The terms and duration of the sanctions will be determined (after consultation with the City’s Chief Integrity Officer) by the Procurement Commissioner with respect to contracts subject to competitive bidding or by the Director of Finance with respect to non-competitively bid contracts.
- 3.1.3 If the Concessionaire or its sub-licensees, contractors, and subcontractors offer or give, directly or indirectly, anything of value to any City officer, director, or employee in violation of Section 3.1.1 above, the Concessionaire(s) will commit an Event of Default under the Concession Agreement. In addition, the City shall return or discard the item given to the City officer, director, or employee.

### **3.2 Tax Requirements**

- 3.2.1 Any vendor of goods, or provider of services, who submits a proposal and is awarded a contract by the City is subject to Philadelphia’s business tax ordinances and regulations. The Concession Agreement is entered into in the City of Philadelphia, and the Concessionaire’s delivery, sale, or rental of goods in the City, or performance of services in the City, is “doing business” in the City and subjects the Concessionaire to the City’s tax requirements, including without limitation one or more of the following taxes:

- a. Business Income and Receipts Taxes
  - b. Net Profits Tax
  - c. City Wage Tax
- 3.2.2 Promptly following the Commencement Date, the Concessionaire, if not already paying the taxes listed above, shall apply to the City of Philadelphia Department of Revenue for a tax account number and to file appropriate business tax returns as required by Applicable Law. Applications may be submitted through the Business Services Portal at <http://business.phila.gov/Pages/Home.aspx> or to the Department of Revenue at: Municipal Services Building, Public Service Concourse, 1401 John F. Kennedy Blvd., Philadelphia, PA 19102. Questions about the application and the taxes should be directed to the Taxpayer Service Unit at: (215) 686-6600.
- 3.2.3 In addition to the City's tax requirements, the Concessionaire shall timely pay all federal, state, and local taxes, assessments, and levies, however characterized (collectively, "Assessments") that apply to the Concession, the Concession Agreement, and the Concessionaire's activities under the Concession Agreement. The Concessionaire is solely liable for all late charges, interest, penalties, and fees arising from the Concessionaire's failure to timely pay all Assessments.
- 3.2.4 The City is not obligated at any time during the Term to pay any Assessments related to the Concession, the Concession Agreement, or the Concessionaire's activities under the Concession Agreement.
- 3.2.5 The Concessionaire's failure to comply with the requirements of the Concession Agreement regarding payment of Assessments, or Concessionaire's failure to otherwise pay an Assessment as required by Applicable Laws, is an Event of Default of the Concession Agreement.

### **3.3 Confidential and Proprietary Information of the City**

- 3.3.1 The Concessionaire shall treat all information it obtains from the City that is not generally available to the public as confidential and proprietary to the City. The Concessionaire shall exercise all reasonable precautions to prevent any confidential and propriety information it obtains from the City from being disclosed to any other person or entity. The Concessionaire shall promptly indemnify, defend, and hold harmless the City from and against all liabilities, demands, claims, suits, losses, damages, causes of action, fines and judgments (including attorney's fees) resulting from or related to any use or disclosure of any City confidential or proprietary information by the Concessionaire or its employees, or by any person acquiring that information, directly or indirectly, from the Concessionaire or its employees. The Concessionaire's obligations under this Section 3.3 survive the Concession Agreement Ending Date.

### 3.4 Indemnification, Release and Insurance

3.4.1 The Concessionaire shall promptly indemnify, defend, and release the City, as set forth in **Attachment 3** to the RFP. In addition, on or before the Commencement Date the Concessionaire shall obtain and, throughout the Term, shall maintain the types and minimum amounts of insurance set forth in **Attachment 3**. As a condition precedent to the effectiveness of the License the City gives to Concessionaire under the Concession Agreement, Concessionaire must provide the City of Philadelphia Risk Manager, on behalf of the City, with a certificate of insurance that shows the Concessionaire has obtained the types and required amounts of insurance. Concessionaire must cause copies of the certificate of insurance to be delivered to all the officials at the addresses specified in **Attachment 3**.

### 3.5 Default

3.5.1 The Concessionaire will commit an “**Event of Default**” under the Concession Agreement if:

- a. Concessionaire fail to timely pay to the City in full the Concession Fee; or
- b. Concessionaire fail to timely comply with any other obligation applicable to Concessionaire under the Concession Agreement.

3.5.2 If the Concessionaire commits an Event of Default under Section 3.5.1 above, and,

- a. in the case of an Event of Default under Section 3.5.1.(a), Concessionaire fails to cure the Event of Default within 5 days after receiving written notice from the City of the Event of Default,
- b. in the case of an Event of Default under Section 3.5.1.(b), Concessionaire fails to cure the Event of Default within 30 days after receiving written notice from the City of the Event of Default,
- c. in the case of an Event of Default under Section 3.5.1.(b) that cannot reasonably be cured within 30 days after receiving the City’s written notice of the Event of Default, Concessionaire fails to actively start to cure the Event of Default within the 30-day period and then continuously and diligently pursue the cure to completion in not more than 90 days after receiving the City’s written notice of the Event of Default, or
- d. in the case of any Event of Default that poses a threat of imminent harm to persons or property,

then without further notice the City may, in its absolute discretion, immediately suspend or terminate the Concession Agreement, in whole or in part, without liability to City.

- 3.5.3 In addition to the City's rights and remedies under Section 3.5.2 above, Concessionaire shall pay all damages, costs, and expenses suffered or incurred by the City arising from or related to the Event of Default. Also, if Concessionaire commits an Event of Default and fails to cure the Event of Default within the applicable cure period (if any), then the City may exercise all rights and remedies available to it at law or in equity, in addition to the remedies available to the City under the Concession Agreement. The City may exercise its remedies under the Concession Agreement, at law, or in equity, separately, cumulatively, successively, and repeatedly, in the City's absolute discretion.
- 3.5.4 The City's failure or delay in providing written notice of an Event of Default to Concessionaire does not relieve or excuse the Concessionaire from any liability arising from or related to the Event of Default and does not waive any of the City's rights or remedies upon delivering written notice to the Concessionaire of the Event of Default and Concessionaire's failure to cure the Event of Default in the applicable cure period provided under Section 3.5.2, or immediately and without notice in the case of an Event of Default that poses a threat of imminent harm to person or property.

### **3.6 Non-Indebtedness**

- 3.6.1 The Concessionaire represents and warrants that Concessionaire, and all entities under common control with the Concessionaire or controlled by it are not as of the Commencement Date indebted to the City. Concessionaire shall not at any time during the Term of the Concession Agreement be indebted to the City, for or on account of any delinquent taxes (including, but not limited to, taxes collected by the City on behalf of the School District of Philadelphia), water bills, sewer bills, liens, judgments, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established. The Concessionaire shall remain current during the Term of the Concession Agreement with all such payments and shall inform the City upon receipt of any notices of delinquent payments. In addition to any other rights or remedies available to the City under the Concession Agreement, at law, or in equity, the Concessionaire acknowledges that any breach or failure to conform to Concessionaire's representation, warranty, and covenant in this Section 3.6.1 may, at the option of the City, result in the termination of the Concession Agreement. In addition, Concessionaire understands that false certification or representation is subject to prosecution under Title 18 Pa.C.S.A. § 4904.
- 3.6.2 The Concessionaire shall cause its subcontractors (if any) to make a certification to the City similar to that made by the Concessionaire in Section 3.6.1 above. The Concessionaire shall include the provisions in Section 3.6.1 in each subcontract under the Concession Agreement, with appropriate adjustment for the name of the subcontractor.

### **3.7 Philadelphia 21st Century Minimum Wage and Benefits Standard.**

- 3.7.1 If the Concessionaire is an employer subject to Chapter 17-1300 of the Philadelphia Code regarding the Philadelphia 21<sup>st</sup> Century Minimum Wage Standard, as provided in Philadelphia Code Section 17-1303, then Concessionaire shall (1) comply with the requirements of Chapter 17-1300 in effect on the Commencement Date, (2) promptly provide to the City documents and information verifying its compliance with the requirements of Chapter 17-1300, and (3) notify each of its affected employees with regard to the wages that are required to be paid pursuant to Chapter 17-1300.
- 3.7.2 Under Chapter 17-1300, Section 17-1305(1), requires employers subject to that Chapter to pay each of their employees an hourly wage at least 150% of the federal minimum wage, excluding benefits. Section 17-1305(2) requires that to the extent an employer subject to Chapter 17-1300 provides health benefits to any of its employees, the employer shall provide each full-time, non-temporary, non-seasonal covered employee with health benefits that are at least as valuable as the least valuable health benefits the employer provides to any of its other full-time employees.
- 3.7.3 If the Concessionaire is an employer subject to Chapter 17-1300, then by signing the Concession Agreement the Concessionaire certifies that its employees are paid the minimum wage standard required by Chapter 17-1300.
- 3.7.4 The City may grant a partial or total waiver from the requirements of Chapter 17-1300 based on specific stipulated reasons, as set forth in Section 17-1304 of the Philadelphia Code.

### **3.8 Business Interests in Northern Ireland, Iran and Sudan (MacBride Principles)**

- 3.8.1 Section 17-104(2)(b) of The Philadelphia Code prohibits the City from accepting bids from companies that do business in Northern Ireland, unless that business has implemented the fair employment principles embodied in the MacBride Principles. In furtherance of this ordinance, bidder makes the following certification and representations:
- 3.8.2 In accordance with Section 17-104 of the Philadelphia Code, Concessionaire by execution of this Contract certifies and represents that (i) Concessionaire (including any parent company, subsidiary, exclusive distributor, or company affiliated with Concessionaire) does not have, and will not have at any time during the term of this Contract (including any extensions thereof), any investments, licenses, franchises, management agreements or operations in Northern Ireland, and (ii) no product to be

provided to the City under this Contract will originate in Northern Ireland, unless Concessionaire has implemented the fair employment principles embodied in the MacBride Principles.

- 3.8.3 In the performance of the Contract, Concessionaire agrees that it will not utilize any suppliers or subcontractors at any tier (i) who have (or whose parent subsidiary, exclusive distributor or company affiliate have) any investments, licenses, franchises, management agreements or operations in Northern Ireland or (ii) who will provide products originating in Northern Ireland unless said supplier or subcontractor has implemented the fair employment principles embodied in the MacBride Principles. Concessionaire further agrees to include provisions with this subparagraph (b), with appropriate adjustments for the identity of the parties, in all subcontracts and supply agreements which are entered into in connection with the performance of the Contract.
- 3.8.4 Concessionaire also represents that it does not do business in Iran or Sudan, and that no products being delivered pursuant to the Contract were manufactured by an entity doing business in Iran or Sudan, unless a federal override with respect to Iran or Sudan, as applicable, is in place or unless an exclusion from disqualification applies.
- 3.8.5 Concessionaire agrees to cooperate with the City's Director of Finance in any manner which the said Director deems reasonable and necessary to carry out the Director's responsibilities under Section 17-104 of The Philadelphia Code. Concessionaire expressly understands and agrees that any false certification or representation and/or any failure to comply with these requirements shall constitute a substantial breach of the Contract entitling the City to all rights and remedies provided in this Contract or otherwise available in law (including, but not limited to, Section 17-104 of the Philadelphia Code) or at equity. In addition, it is understood that false certification or representation is subject to prosecution under 18 Pa.C.S.A. Section 4904.

### **3.9 City of Philadelphia-Business, Corporate and Slavery Era Insurance Ordinance**

- 3.9.1 A Business Entity entering into a Contract with the City of Philadelphia must complete an Affidavit disclosing any and all records of Participation or Investment in, or Profits derived from Slavery, including Slaveholder Insurance Policies, during the Slavery Era. The Business Entity must complete and submit the Affidavit (Attachment 9) and any attachments to the City of Philadelphia, Procurement Department. This is required only of the Business Entity actually selected for award of a Contract. It must be done after the Contract or Contract amendment has been executed. Questions regarding the Affidavit may be directed to the Procurement Department Customer Service at [bid.info@phila.gov](mailto:bid.info@phila.gov).

### **3.10 Disclosure of Women as Board Members and Executive Staff**

- 3.10.1 As required by Section 17-104 of The Philadelphia Code entitled “Prerequisites to the Execution of City Contracts,” Section 17-104(3) requires bidder to complete and submit the attached form (Attachment 10) with its bid. This form should be submitted with bid; however, the City reserves the right to allow bidder to submit this information at any time prior to award of a contract.

### **3.11 The Philadelphia Tax and Regulatory Status and Clearance Statement**

- 3.11.1 It is the policy of the City of Philadelphia to ensure that each Respondent has all required licenses and permits and is current with respect to the payment of City taxes or other indebtedness owed to the City (including, but not limited to, taxes collected by the City on behalf of the School District of Philadelphia), and is not in violation of other regulatory provisions contained in The Philadelphia Code. To assist the City, through its Department of Revenue and Department of Licenses and Inspections, in determining this status, each Respondent is required to submit with its proposal the certification statement entitled City of Philadelphia Tax and Regulatory Status and Clearance Statement which is attached to this RFP as Attachment 8).
- 3.11.2 If the Respondent is not in compliance with the City’s tax and regulatory codes, an opportunity will be provided to enter into satisfactory arrangements with the City. If satisfactory arrangements cannot be made, Respondents may not be eligible for award of the contract contemplated by this RFP.
- 3.11.3 The selected Respondent will also be required to assist the City in obtaining the above information from its proposed subcontractors (if any). If a proposed subcontractor is not in compliance with City Codes and fails to enter into satisfactory arrangements with the City, the non-compliant subcontractor will be ineligible to participate in the contract contemplated by this RFP and the selected applicant may find it necessary to replace the non-compliant subcontractor with a compliant subcontractor. Respondents are advised to take these City policies into consideration when entering into their contractual relationships with proposed subcontractors.
- 3.11.4 If a Respondent or a proposed subcontractor is not currently in compliance with the City’s tax and regulatory codes, please contact the Revenue Department to make arrangements to come into compliance at 215-686-6600 or revenue@phila.gov.
- 3.11.5 Respondents need not have a City of Philadelphia Business Income and Receipts Tax Account Number (formerly Business Privilege Tax Account Number) and Commercial Activity License Number (formerly Business Privilege License

Number) to respond to this RFP, but will, in most circumstances, be required to obtain one or both if selected for award of the contract contemplated by the RFP.<sup>1</sup> Applications for a Business Income and Receipts Tax Account Number or a Commercial Activity License<sup>2</sup> may be made on line by visiting the City of Philadelphia Business Services Portal at <http://business.phila.gov/Pages/Home.aspx> and clicking on “Register Now.” If you have specific questions, call the Department of Revenue at 215-686-6600 for questions related to City of Philadelphia Business Income and Receipts Tax Account Number or the Department of Licenses and Inspections at 215-686-2490 for questions related to the Commercial Activity License.

### **3.12 Compliance with Applicable Laws**

- 3.12.1 In the RFP and Concession Agreement, “**Applicable Law**” and “**Applicable Laws**” mean all present and future Commonwealth of Pennsylvania, federal, and municipal laws, ordinances, regulations, orders, rules, official opinions and interpretations, and requirements, that apply to any of the following: the Concession Agreement, the License, the Concessionaire, and Concessionaire’s exercise of the License and Management and Operations of the Vending Machine Program. Throughout the Term, the Concessionaire shall promptly comply with all Applicable Laws, including but not limited to:
- 3.12.2 The Fair Practices Ordinance of the Philadelphia Code (Chapter 9-1100), (which prohibits discrimination against any person on the basis of race, color, sex, sexual orientation, gender identity, religion, national origin, ancestry, age, handicap, or marital status) and the Mayor's Executive Order No. 4-86 (which prohibits, among other things, discrimination against persons with AIDS in employment and services), as they may be amended from time to time;
- 3.12.3 All federal, Commonwealth of Pennsylvania, and local requirements regarding the application, obtaining, and maintaining licenses, certificates, permits, and other approvals required for operation of the Concession; and the tax requirements of all governmental authorities having jurisdiction over the Concession, the Concession Agreement, and Concessionaire’s operations under the Concession Agreement.

### **3.13 Entire Agreement; No Amendment**

- 3.13.1 The Concession Agreement is the complete, final, and exclusive expression of the City’s and Concessionaire’s agreement about the Concession. All prior negotiations

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<sup>1</sup> Applicants that have a Business Privilege Tax Number should use that number, as it is automatically their Commercial Activity License Number, and need not apply for a new Commercial Activity License Number. Similarly, Applicants with a Business Privilege Tax Account Number should use that number as their Business Income and Receipts Tax Account Number.

<sup>2</sup> Commercial Activity Licenses are not typically required for non-profit organizations; however, Business Income and Receipts Tax Account Numbers typically are required.

and agreements, if any, between the City and Concessionaire relating to the Concession are superseded by and merged into the Concession Agreement.

- 3.13.2 The Concession Agreement may not be amended or modified except in writing signed by the City officials who signed the original Concession Agreement and also signed by Concessionaire's duly authorized officers. Any proposed or purported amendment of the Concession Agreement made without strictly complying with this Section 3.13.2 is void. No course of conduct between the City and Concessionaire, and no industry custom, is effective to amend the Concession Agreement or waive any of the Concessionaire's obligations under the Concession Agreement.

### **3.14 No Joint Venture or Partnership**

- 3.14.1 The Concession Agreement does not create a joint venture or partnership between the City and the Concessionaire. The Concessionaire is an independent entity and is not an agent of the City.

### **3.15 Severability**

- 3.15.1 The provisions of the Concession Agreement, including but not limited to the RFP, are severable. If any provision of the Concession Agreement is held by a court of competent jurisdiction to be invalid or unenforceable for any reason, then that provision is deemed adjusted to the minimum extent necessary to cure the invalidity or unenforceability. Except as provided in the next sentence, the invalidity or unenforceability of one or more of the provisions in the Concession Agreement does not affect any other provision of the Concession Agreement. If any provision of the Concession Agreement is held invalid or unenforceable so that the City is deprived of a material consideration to it under the Concession Agreement, however, then the City may, in its absolute discretion, terminate the Concession Agreement without liability to the Concessionaire.

### **3.16 Place of Contract; Governing Law**

- 3.16.1 The Concession Agreement is made in Philadelphia, Pennsylvania, is governed by Pennsylvania law, and is to be interpreted in accordance with Pennsylvania Law without reference to choice of law provisions.

### **3.17 Assignment Prohibited**

- 3.17.1 Except for subcontracts permitted under Section 2.6 above, Concessionaire shall not assign the Concession Agreement or any of its rights or obligations under the Concession Agreement. Any attempted assignment by Concessionaire in violation of this provision is void and is deemed an offer by Concessionaire to the City to immediately terminate the Concession Agreement, which the City may accept or decline in the City's sole discretion.

### **3.18 Force Majeure Event**

- 3.18.1 Concessionaire is excused from compliance with any obligation or limitation under the Concession Agreement where (1) compliance with the obligation or limitation is rendered impossible by any unexpected event in the nature of a hurricane, tornado, earthquake, war, terrorism, riot, embargo, or labor strike (except a strike by Concessionaire's own employees), and (2) Concessionaire cannot reasonably make alternative arrangements to comply with the obligation or limitation despite the unexpected event ((1) and (2) together, a "**Force Majeure Event**").
- 3.18.2 Concessionaire is excused from compliance with any obligation or limitation under the Concession Agreement because of a Force Majeure Event only for the duration of the Force Majeure Event or until Concessionaire can sooner reasonably make alternative arrangements to enable its compliance. If the Force Majeure Event renders impossible Concessionaire's compliance with a material obligation or limitation under the Concession Agreement, and if the Force Majeure Event continues for 60 days or longer, then the City may terminate the Concession Agreement in the City's sole discretion without liability to the Concessionaire.
- 3.18.3 The City is excused from complying with any requirements or limitations applicable to it under the Concession Agreement if the City cannot comply because of any acts of God, acts of public enemy, riot, freight embargo, strike, other work stoppage, government action, breakdown or failure of apparatus or equipment or machinery employed in supplying required services, or any act or condition beyond the reasonable control of the City.

### **3.19 Termination**

- 3.19.1 The City shall have the right to terminate this Agreement at any time during the term of the Agreement, for any reason, including, without limitation, its own convenience. If the Agreement is terminated solely for the City's convenience, the City shall issue a written notice to the Concessionaire, no less than ninety (90) days prior to the effective date of such termination.

If the Agreement is terminated, any and all such installments of the Concession Fees already due and payable and in arrears as well as all other charges, payments, costs, and expenses required by this Agreement to be paid by Concessionaire prior to the termination date, shall be taken to be due and payable by the terms and provisions of this Agreement and in no event later than thirty (30) days after the termination of the Agreement.

## **SECTION 4 – ELIGIBILITY TO SUBMIT A PROPOSAL**

### **4.1 General**

- 4.1.1 To be eligible for award of the Concession Agreement and the License, a Respondent must demonstrate that it has the skills and capacity to successfully Manage and Operate a Vending Machine Program as defined in this RFP.

### **4.2 Management Experience and Qualifications**

- 4.2.1 In order to receive consideration for award of the Concession Agreement, a Respondent must demonstrate to the City's satisfaction that the Respondent has both sufficient experience and sufficient financial resources to meet the requirements set forth in this RFP.”). Please see Section 1.6, Respondent Qualifications, for information regarding the minimum qualifications requested for this Concession Agreement as well as the Proposal Submission Requirements in Section 5 that are related to Respondent's experience and qualifications.

### **4.3 Records and Reports**

- 4.3.1 Respondents must have the capability to maintain and furnish management records and reports, as required in Section 2.5, in a format satisfactory to the City.

### **4.4 Respondents Restricted**

- 4.4.1 The City will not accept any Proposal from, nor award the Concession Agreement to, any Respondent that (1) is in arrears or is in default of (A) any debt to the City (including without limitation tax delinquencies), (B) any contract obligation to the City, or (C) any surety obligations to the City, or (2) has failed to comply with any existing or previous contract with the City, or (3) has failed to execute a contract that the person, firm, or corporation negotiated with the City.
- 4.4.2 The City will not accept any Proposal from, nor award the Concession Agreement to, any official, officer, director, or employee of the City. Respondents are required to disclose any current City employees or officials who are employees or officials of Respondent's firm, or who otherwise would have a financial interest, either direct or indirect, in the Concession Agreement.
- 4.4.3 The City will not accept any Proposal from, nor award the Concession Agreement to, any Respondent that is involved in litigation against the City, including but not limited to negotiation to settle a claim against the City.

- 4.4.4 A Respondent must not be a party to more than one Proposal submitted in connection with this RFP. If a Respondent is a party to more than one Proposal, the City may reject all the Proposals that the Respondent is party to.

## SECTION 5 – PROPOSAL SUBMISSION REQUIREMENTS

### 5.1 Responsiveness

- 5.1.1 To be eligible for award of the Concession Agreement, a Respondent's Proposal must be responsive to this RFP. For its Proposal to be considered responsive to this RFP, a Respondent must follow all the instructions in this RFP and submit all the materials and information required by this RFP.

### 5.2 Form of Proposal

- 5.2.1 Each Respondent must submit one original signed cover letter and Proposal and an additional **full** copy of the proposal electronically on either a CD-ROM or flash drive to be enclosed with the original proposal package. The original letter must be signed by a person with authority to bind the Respondent to all of the provisions of its Proposal, this RFP, and the Concession Agreement. Proposals will not be accepted if not signed in ink.
- 5.2.2 Each Respondent's Proposal must follow the form of this RFP. It must be typed on 8-1/2" x 11" paper and marked clearly on the cover page with Respondent's name and refer to this RFP clearly. Pages must be numbered clearly. Respondents must not submit Proposals in plastic sleeves or spiral binders. Illustrations may be included. Oversized drawings may be submitted, but they must be accompanied by 8 1/2" x 11" sectionals or reduced to 8 1/2" x 11". **Each Respondent must seal its Proposal in envelopes, packets, or boxes, as the case may be, to ensure confidentiality of the information prior to the Deadline for Submitting Proposals. The City will only accept Proposals in hard copy and will not accept Proposals by facsimile or by e-mail.**
- 5.2.3 Wherever a Respondent is providing information required by this RFP, the Respondent must identify the information by using the corresponding Section number, Appendix, or Form of this RFP that requires the information.
- 5.2.4 Each Respondent's Proposal must include the following at a minimum:
1. Proposal Signature Page (Section #7)
  2. Signed cover letter;
  3. Description of proposed Operating Plan, including maintenance, quality and affordability of the Concession to all City facilities.
  4. Address the Respondent Qualifications as listed in section 1.6;
  5. Statement of Understanding of the Purpose of this RFP as listed in section 5.7.1
  6. Completed Qualification Form (Attachment #1)

7. Financial Information (Attachment #1) and section 5.6;
8. Completed Concession Fee Proposal Form; (Attachment #2)
9. Completed Solicitation for Part. and Commitment Form and Diversity Report of Nonprofit Organizations (if applicable); (Attachment # 4)
10. Completed Tax and Regulatory Status and Clearance Statement Form (Attachment # 8)
11. City of Phila. Business, Corporate and slavery Era Insurance Ordinance (Attachment # 9)
12. Completed Women as Board Members and Executive Staff Form (Attachment #10).
13. Local Business Entity Form (Attachment #11)
14. List of itemized products available with proposed pricing, nutrition
  - i. Information and identify which item meet health Vending Standards as outlined in Section 2.1.5.
15. Sample planograms as mentioned in 2.1.6.
16. Sample reports demonstrating items outlined in Section 2.5
17. Company Profile and Operating Experience as listed in Section 5.4.
18. Include disclosure regarding the ability to bid on all or part of the locations as listed in Attachment 7.
19. Security Deposit of \$5,000.00 as listed in Section 2.7.1.

5.2.5 Each Respondent's Proposal may include the following at a minimum:

1. Provide details on inventory/stocking process including the ability to pre-kit.
2. The technology to provide the City with the ability to view inventory on a product by product basis.

5.2.6 Each Respondent must print the following information on the outside of the envelope, packet, or box in which it submits its Proposal:

1. Respondent's name and address;
2. RFP Number C-104-16;
3. Identification as "Proposal for the Management and Operation of the City-Wide Vending Machine Program"; and,
4. The Deadline for Submitting Proposals, as stated on the cover page of this RFP.

### **5.3 Submission of Proposal by "Deadline for Submitting Proposals"; Oral Presentations**

5.3.1 Each Respondent must submit its Proposal to the City no later than the Deadline for Submitting Proposals. Each Respondent is solely responsible for delivery of its Proposal on time and to the proper location. The "Deadline for Submitting Proposals" and the location for submitting Proposals are set forth on the cover page of this RFP. The City recommends that each Respondent plan to submit its proposal

sufficiently in advance of the Deadline for Submitting Proposals to resolve any unexpected problems the Respondent might encounter with completing, copying, or delivering the proposal.

- 5.3.2 The City may request one or more Respondents to make a supplemental oral presentation to City officials after the Deadline for Submitting Proposals. The date and time of the oral presentations will be determined by the City.

## 5.4 Company Profile; Operating Experience

Each Respondent must, if available:

- 5.4.1 Submit a resume or detailed description of the Respondent's professional qualifications, demonstrating extensive experience in the industry, or affiliation with individuals and firms, or either of them, with that expertise. The resume or detailed description must include the number of Respondent's employees and number of years Respondent has been in business.
- 5.4.2 Submit personal and or company safety records for operations related to this type of operation or similar operations and at similar facilities.
- 5.4.3 Provide a description, with photographs of similar vending machine operations, including locations where Respondent has operated or is currently operating.
- 5.4.4 Explain its corporate structure and ownership.
- 5.4.5 Provide the names and addresses of all owners and corporate officers of the entity submitting the Proposal.
- 5.4.6 Provide its Federal Employer Identification Number.
- 5.4.7 Identify all parent, subsidiary, affiliate, and partnership relationships with other businesses (collectively, "**Related Companies**").
- 5.4.8 If Respondent is a partnership or a joint venture, give the date of the partnership or joint venture agreement, the county and state where the agreement was filed, and list the name and address of each partner or joint venture entity and the percentage of ownership of each partner or joint venture entity. If Respondent is a corporation or limited liability company, the Respondent must provide a copy of its articles of incorporation, give the date and state of the company's organization and incorporation, and list the names and addresses of the company's board of directors and officers, or managers or members, as the case may be.
- 5.4.9 Provide at least three recent references with whom the Respondent has worked and who can describe such matters as the Respondent's financial and operational

capability. The Respondent must include the name of the reference entity, a description of the nature of the listed reference's experience with the Respondent, and the name, title, address, email address, and telephone number of a contact person at the reference entity.

- 5.4.10 List all contracts the Respondent and all its Related Companies have had with the City in the last five years.
- 5.4.11 If Respondent or any of its Related Companies has filed for bankruptcy protection in the last five years (or had a bankruptcy petition filed against it), Respondent must provide a brief explanation of the circumstances and outcome of the filing.
- 5.4.12 List all surety companies that have previously issued performance bonds on behalf of Respondent or any of Respondent's Related Companies, the addresses of each surety company, the amount of each bond, and the term of each bond. List any performance bonds that were called in the last five years due to unsuccessful completion of the contract.

## **5.5 Participation of Minority, Woman and Disabled Owned Business Enterprises In City Contracts**

- 5.5.1 The Concession Agreement is subject to Mayor's Executive Order, No.03-12 relating to the participation of minority-owned, women-owned, and disabled-owned businesses (collectively, "M/W/DSBEs") in City contracts.
- 5.5.2 Respondents must respond to the requirements specified in **Attachment 4** of this RFP and must submit the "**Solicitation for Participation and Commitment Form**" (the "**S & C Form**") to identify its solicitations and any commitments made with M/W/DSBEs to participate in the Concession Agreement. Respondents must indicate on the S & C Form the work being performed and the dollar amount and percentage of work being performed by each M/W/DSBE firm. Respondents must also submit documentation of their "Good Faith Efforts" (as more fully described in **Attachment 4**), whether or not they have achieved any commitments with M/W/DSBEs. For a listing of firms certified as M/W/DSBEs, please visit <http://oeo.phila.gov/directory.asp>.
- 5.5.3 The City may, in its sole discretion, reject any Proposal that does not include a completed S & C Form.

## **5.6 Financial Information**

- 5.6.1 Each Respondent must provide evidence of its financial capacity and stability; an accountant-prepared financial statement for the most recent fiscal year ended, prepared in accordance with generally accepted accounting principles, consistently applied; and a federal tax return. Each Respondent must also provide creditor

reference(s) and a description of the loans or lines of credit made available to the Respondent and dates that the accounts were established as well as the name of the Respondent's account officer(s). By submitting a Proposal, each Respondent authorizes the City to contact the Respondent's creditor references regarding that information.

## **5.7 Understanding the Purpose of this RFP and the Rights and Obligations of the Concessionaire**

5.7.1 This RFP sets forth the minimum requirements that the Respondent must fulfill. Each Respondent must provide a brief narrative that demonstrates its understanding of this RFP's goals and objectives, the nature and scope of the work involved, and how Respondent's expertise will enable Respondent to fulfill the goals and objectives of this RFP. Also, each Respondent must describe its approach to the proposed Concession, including Respondent's work plan and strategy.

## **5.8 Concession Fee Proposal: Monthly Gross Revenue (MGR) Percentage Fee**

5.8.1 Using the **Concession Fee Proposal Form (Attachment 2)**, each Respondent must propose a **MGR** percentage fee to the City for the right to manage and operate the Vending Machine Program. The City urges each Respondent to include an escalation each year (compounded monthly) in the MGR over the Term of the Concession Agreement.

5.8.2 In this RFP and the Concession Agreement, "**Gross Revenue**" and "**Gross Revenues**" means all revenue, however characterized, the Concessionaire receives in connection with the Management and Operation of the Vending Machine Program.

## **5.9 Confidential Information**

5.9.1 If a Respondent chooses to include in its Proposal material of a confidential nature, then the Respondent must mark the confidential material as noted below and explain why it is confidential. The City will exercise reasonable care to honor confidentiality requests, subject to Applicable Laws.

5.9.2 Each Respondent must identify the pages of its Proposal that contain confidential information by prominently marking those pages as explained below. Respondents are reminded that the mere designation of information as confidential does not necessarily make it so under Applicable Laws. The Pennsylvania Right to Know Act may require the City to disclose certain information regardless of whether the Respondent has designated it as confidential. The City recommends that each Respondent confer with legal counsel regarding the disclosure requirements of the Right to Know Act. Respondents should include the following notice in the front of each copy of their Proposal:

**NOTICE**

The information on pages \_\_\_\_\_ of this Proposal, identified by the words “**Confidential Proprietary Information**” in boldface type of at least 12 points in the top right-hand corner of each page, contains proprietary information that the Respondent desires not be disclosed. The Respondent requests that the confidential information be used only for evaluation of Respondent’s Proposal and not be disclosed to the public, except as may be required by Applicable Law.

## **5.10 Objections**

- 5.10.1 In its Proposal, a Respondent may state objections to the requirements of this RFP. Any objections must be stated in a separate section of the Proposal, must identify the specific provisions and language of this RFP that Respondent objects to, must state the reason(s) for each objection, and must propose alternative provisions. By not objecting to a provision and submitting a Proposal in response to this RFP, a Respondent irrevocably agrees that the provision is acceptable to it. The Department may, in their discretion, evaluate a Proposal, in part, on the number and nature of objections made by the Respondent to the provisions of this RFP. In no event will the Department’ selection of a Respondent for further negotiations leading to a Concession Agreement constitute acceptance by the Department of any objection or proposed alternative provision set forth in that Respondent’s Proposal.

## **5.11 Local Business Entity**

- 5.11.1 Pursuant to Mayoral Executive Order No. 04 -12, the City Department will, in the selection of the successful Respondent, consider whether that Respondent has certified that either (1) Respondent meets the criteria stated in Section 17-109(3)(b) of the Philadelphia Code<sup>3</sup> to qualify as a Local Business Entity or (2) in the performance of the resulting contract, Respondent will employ City residents, or perform the work in the City. Any Respondent who wishes to demonstrate its eligibility for this consideration shall do so by completing, executing and attaching to its application a completed Local Business Entity or Local Impact Certification, the form of which is attached to this RFP as Attachment #11. The Respondent shall then also include in a separate section of the application, labeled “Local Business Entity or Local Impact Certification,” a statement that the Respondent believes it has met the Local Business Entity or Local Impact criteria “as set forth in the attached Local Business Entity or Local Impact Certification.” The City Department shall deem it a positive factor where the Respondent has, in the City’s sole discretion, met the Local Business Entity or Local Impact criteria.

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<sup>3</sup> A link to the Philadelphia Code is available on the City’s official web site, [www.phila.gov](http://www.phila.gov). Click on “City Code and Charter,” located to the bottom right of the welcome page under the box, “Transparency.”

## **SECTION 6 – EVALUATION OF PROPOSALS**

### **6.1 Selection Committee**

- 6.1.1 Those Proposals that the City determines in its sole discretion are responsive to this RFP will be reviewed by a “Selection Committee” comprised of City officials and employees.

### **6.2 Proposal Evaluation Criteria**

- 6.2.1 The Selection Committee will evaluate Proposals by considering the criteria listed below. No particular order of importance, weighting, or other priority is assigned to these factors or reflected by their order in the list.

- 6.2.1.1 Demonstrated experience in the industry or managing operations that are similar in size and nature to the Vending Machine Program.

- 6.2.1.2 The Proposed Monthly Gross Revenue (MGR) Percentage Fee

- 6.2.1.3 Financial capacity to perform the services required by this RFP and presented in the Respondent’s Proposal.

- 6.2.1.4 The proposed Operating Plan, including the maintenance, quality and affordability of the Concession to all City facilities.

- 6.2.1.5 M/W/DSBE participating percentages.

- 6.2.1.6 Ability to meet Healthy Vending Standards along with a wide variety of product and competitive pricing; additional ideas for creative incentivizing of healthy products are encouraged.

- 6.2.1.7 Ability to provide reporting requirements in Section 2.5.

- 6.2.1.8 The technology to provide the City with the ability to view inventory an asset by asset and product by product basis.

- 6.2.1.9 Details on the inventory/stocking and reporting process.

- 6.2.1.10 Willingness to work with the City to insert City developed materials for insertion into machines including but not limited to healthy product identifiers, calorie information, and allow other educational signage on exterior of machines.

- 6.2.1.11 Any other factors the Selection Committee considers relevant to the evaluation to the Proposal.

6.1.2.12 The Selection Committee may ask one or more Respondents to discuss their respective Proposals with the Selection Committee. Discussion may cover any matter related to this RFP or that the City deems relevant to the proposed Concession.

### **6.3 Award of Concession Agreement**

6.3.1 The City will award the Concession Agreement to the Respondent or Respondents whose proposals the City, in its sole discretion, determines best meets the goals of the City in issuing this RFP and is in the best interest of the City. For that reason, the City may not necessarily award the Concession Agreement to the Respondent offering the highest Concession Fee.

### **6.4 Amendments of Concession Agreement**

6.4.1 The City reserves the right, in its sole discretion, but subject to the Concessionaire's agreement, to amend the Concession Agreement in light of then-prevailing circumstances as a condition to renewing the Concession Agreement.

### **6.5 City's Right to Inspect**

6.5.1 Concessionaire shall keep and make available complete and accurate books of accounts, financial records, and other records (collectively, "**Books and Records**") within the City of Philadelphia relating to the Concessionaire's management and operation of the Vending Machine program. The Concessionaire shall maintain its Books and Records in accordance with generally accepted accounting principles consistently applied.

6.5.2 The City may inspect and audit all of the Concessionaire's Books and Records and Concessionaire's affairs at all reasonable times City's offices, or other place the City may reasonably require.

6.5.3 The City may inspect and audit all of the Concessionaire's machines for compliance with the Healthy Vending Standards. The City will conduct compliance checks throughout the contract period. Machines found out of compliance may be subject to a \$50 penalty per day until the machine is in compliance.

### **6.6 Conditions Regarding Proposals**

Upon submitting a Proposal in response to this RFP, the Respondent acknowledges and agrees to the following conditions relative to this Proposal:

- 6.6.1 The Respondent shall be fully responsible for all costs associated with the development, preparation, and submission of its Proposal and all other materials it submits in response to this RFP. The City assumes no contractual or other obligations toward Respondents as a result of the issuance of this RFP, the preparation or submission of a Proposal by the Respondent, the City's evaluation of Proposals, or the City's selection of Respondent for further negotiations.
- 6.6.2 It is Respondents responsibility to ensure that it's Proposal is complete, accurate, and submitted by the Deadline for Submitting Proposals set forth on the cover page of this RFP;
- 6.6.3 Upon submission, each Proposal becomes the property of the City and will not be returned to the Respondent.
- 6.6.4 Respondent will promptly permit the City to inspect projects and facilities referred to in Respondent's Qualification Statement.
- 6.6.5 Respondent will promptly provide additional information or more detailed information upon request by the City, including information inadvertently omitted by a Respondent.
- 6.6.6 Respondents will promptly send representatives for interviews with City officials.
- 6.6.7 Respondent's Proposal shall remain open for acceptance by the City and in full effect for at least 180 calendar days from the Deadline for Submitting Proposals set forth on the cover page of this RFP.
- 6.6.8 News releases (including, but not limited to, commercial advertising) pertaining to this RFP may not be made without prior written approval of the City.
- 6.6.9 Respondents may withdraw or modify their Proposals at any time prior to the Deadline for Submitting Proposals. They may do so by sending the City a written notice of withdrawal or by submitting the modification in writing, signed in the same manner and by the same person(s) who signed the initial Proposal, and to the address specified on the cover page of this RFP for submitting Proposals.

## **6.7 Reservation of Rights**

The City reserves, and may in its sole discretion exercise, the following rights and options with respect to the proposal submission, evaluation and selection process under this RFP at any time prior to execution of the Concession Agreement:

- 6.7.1 To reject any Proposal if, in the City's sole discretion, the Proposal is incomplete, the Proposal is not responsive to the requirements of this RFP, the Applicant does not meet the qualifications set forth in the RFP, or it is otherwise in the City's best interest to do so;

- 6.7.2 To reject all Proposals, or to postpone, cancel and reissue the RFP or not reissue the RFP if, in the City's sole judgment, it is in the City's best interest to do so;
- 6.7.3 To supplement, amend, or otherwise modify any section of this RFP at any time prior to selection of one or more Applicants for negotiation;
- 6.7.4 To waive any Proposal informality, defect, or deviation from the requirements of this RFP that, in the sole judgment of the City, is not material to the Proposal;
- 6.7.5 To request that some or all of the Respondents clarify, modify or supplement their respective Proposals, including information inadvertently omitted;
- 6.7.6 To request interviews or oral presentations from one or more Respondents;
- 6.7.7 To request recent financial statements from a Respondent as a means of verifying its capability to meet all the obligations of the Concessionaire;
- 6.7.8 To conduct investigations with respect to the qualifications of each Respondent and call a Respondent's references;
- 6.7.9 To enter into negotiations and discussions with any one or more Respondents regarding any aspect or provision of their Proposals; and
- 6.7.10 To make modifications to the responsibilities of the Concessionaire as set forth in this RFP that, in the City's reasonable discretion, are not material without informing other Respondents or permitting other Respondents to modify their respective Proposals, unless the City, in its sole discretion, determines that permitting other Respondents to modify their Proposals is in the City's best interest.

## **6.8 Concession Agreement Effectiveness**

The Concession Agreement will not be binding upon the City, and a Respondent will not become the Concessionaire, until after all of the following have occurred:

- 6.8.1 The Concession Agreement has been signed by the Respondent and approved by the City's legal counsel;
- 6.8.2 The Concession Agreement has been executed by the City; and
- 6.8.3 The Respondent has submitted certificates of insurance in accordance with Attachment 3.

## **6.9 Acceptance of the Provisions of this RFP**

- 6.9.1 By submitting a Proposal in response to this RFP, the Respondent expressly acknowledges and agrees to all the provisions contained in this RFP, including but not limited to the rights reserved by the City.

**SECTION 7 – SIGNING OF PROPOSALS**

Each Respondent must sign its Proposal using one of the forms on the following pages as is appropriate for the Respondent’s form of business organization. The Proposal must be signed by a person authorized to bind the entity submitting the Proposal.

**If Respondent is an INDIVIDUAL, PARTNERSHIP, or JOINT VENTURE, the Respondent must date and sign the RFP here:**

This \_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
**Name of Respondent**

\_\_\_\_\_  
**Signature of Individual or Authorized Signer**

\_\_\_\_\_  
**Printed Name and Title of Signer**

\_\_\_\_\_  
**Additional Authorized Signer (if applicable)**

\_\_\_\_\_  
**Printed Name & Title of Additional Authorized Signer (if applicable)**

\_\_\_\_\_  
**Federal Employer Identification Number**

\_\_\_\_\_  
**Phone Number**

\_\_\_\_\_  
**E-mail Address**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**City, State, Zip Code**

**If Respondent is a CORPORATION or LIMITED LIABILITY CORPORATION, the Respondent must sign and date the RFP here:**

**This \_\_\_\_ day of \_\_\_\_\_, 2016**

\_\_\_\_\_  
**Corporate Name**

\_\_\_\_\_  
**Signature of Authorized Official**

\_\_\_\_\_  
**Printed Name and Title of Signer**

\_\_\_\_\_  
**Additional Authorized Signer (if applicable)**

\_\_\_\_\_  
**Printed Name & Title of Additional Authorized Signer (if applicable)**

\_\_\_\_\_  
**Federal Employer Identification Number**

\_\_\_\_\_  
**Phone Number**

\_\_\_\_\_  
**E-mail Address**

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**City, State, Zip Code**

**ATTACHMENT 1**

**QUALIFICATION FORM**

**(RESPONDENTS MUST FURNISH THE FOLLOWING INFORMATION)**

**1. BUSINESS STRUCTURE**

Name: \_\_\_\_\_  
(Corporation – Partnership – Individual – Trade Name)

Address of Principal Office: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Fed EIN or Social Security Number: \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**1.1 If the respondent is a partnership, joint venture, please provide the following information:**

Date of Organization: \_\_\_\_\_

Partnership/Joint Venture Recorded?      Yes ( )    No ( )

Date: \_\_\_\_\_ Book: \_\_\_\_\_ Page: \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

Name, address and ownership share of each partner/joint venturer:

<u>Name</u>	<u>Address</u>	<u>%</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**a. If Corporation, are you authorized to do business in Pennsylvania?**

Yes ( ) No ( )

b. If so, insert brief summary of previous experience:

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**2. FINANCIAL INFORMATION**

2.1 Respondent must attach evidence of financial capability and stability, this should include financial statements, or business tax returns for the past year, and letters of credit.

2.2 The respondent will provide herewith the following list of at least three (3) persons or companies with whom the applicant has conducted significant financial transactions during the past two (2) years or more and who may be contacted by the City:

**Reference Number 1**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ E Mail: \_\_\_\_\_

**Reference Number 2**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ E Mail: \_\_\_\_\_

**Reference Number 3**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Telephone: \_\_\_\_\_ E Mail: \_\_\_\_\_

2.3 The Respondent's Bank References:

**Name:**

**Address:**

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

**ATTACHMENT 2**  
**CONCESSION FEE PROPOSAL FORM**

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Concession fee for Operation and Management of Vending Machine Program, paid on a monthly basis to the City's Employee Controlled Fund, as described below.

**MONTHLY GROSS REVENUE**

2016: \_\_\_\_\_% of Gross Revenues

**RENEWAL TERMS**

2017: \_\_\_\_\_% of Gross Revenues

2018: \_\_\_\_\_% of Gross Revenues

2019: \_\_\_\_\_% of Gross Revenues

**ATTACHMENT 3  
INDEMNIFICATION, RELEASE AND INSURANCE**

**1. Indemnification**

Concessionaire shall promptly indemnify, defend, hold harmless the City of Philadelphia (the "City") from and against all claims, suits, causes of actions, cost recovery actions, costs, interest and expenses, demands, judgments, liabilities, damages, liens, mechanics or material men's liens and claims of lien (including reasonable attorney's fees and costs) (individually, a "Claim" and collectively the "Claims") arising in whole or in part from the concessionaire's or any of its contractors' or subcontractors', employees', invitees', agents', successors' and assigns' entry onto and use of, including but not limited to property damage and personal injury (including death). In the event of any claim, Concessionaire shall promptly defend the Claim on behalf of the City, and Concessionaire shall pay, perform and discharge any judgment, order or decree entered or agreed to on account of the Claim. Concessionaire may not settle any Claim without the prior written approval of the city. Despite the previous provisions of this Attachment 3 paragraph 1, the City has the right, but not the obligation, to defend itself with respect to a Claim and appoint its own counsel to defend the Claim. The provisions of this Attachment 3 survive the expiration or sooner termination of the Concession Agreement.

**2. Release**

In consideration of the Concession and License given to the Concessionaire by the City, Concessionaire, for itself and its officers, directors, employees, agents, sub licensees, contractors and subcontractors, successors and assigns, and any person claiming by, through or under them, or any of them (collectively, the "Release"),remises, quitclaims, releases and forever discharge the City, and their respective officials, officers, directors, employees, boards, commissions, agents, successors and assigns (acting officially or otherwise) collectively, the "Releasee"), from any and all, and all manner of, actions and causes of action suits, claims, liabilities and demands whatsoever in law or in equity, which the Concessionaire or any of the Releasers may have against the City or any of the Releasees, relating in any way to any condition in, on, or about any City-owned property during the exercise of the Concession and License, pursuant to the Concession Agreement and the RFP, or relating in any way to the exercise of any rights or performance of any obligations under the Concession Agreement or the RFP.

**3. Insurance**

The Concessionaire will be required to procure and maintain, at its sole cost and expense, the types and minimum limits of insurance described below, on the terms specified; provided, however, that the City's Risk Manager may, at its sole discretion, establish different minimum limits based on the final scope of work for the project.

Unless otherwise approved by the City's Risk Manager in writing, the Concessionaire shall, at its sole cost and expense, procure and maintain in full force the types and minimum limits of insurance specified below, covering the Concessionaire's performance of the work required under the Contract. The Concessionaire shall procure all insurance from reputable insurers admitted to do business on a direct basis in the Commonwealth or otherwise acceptable to the City. All insurance herein shall be written on an "occurrence" basis and not a "claims-made" basis. In no event shall the Concessionaire perform any work under the Contract until the Concessionaire has delivered or caused to be delivered to the City's Risk Management Division

the required evidence of insurance coverages. If the Concessionaire fails to obtain or maintain the required insurance, the City shall have the right to treat such failure as a default under the Contract and to exercise all appropriate rights and remedies. All insurance coverages shall provide for at least thirty (30) days prior written notice to be given to the City in the event coverage is materially changed, cancelled, or non-renewed. The City, its officers, employees, and agents, shall be named as additional insureds on all policies required below except the Workers Compensation and Employers Liability policy(ies). The Concessionaire shall also deliver or cause to be delivered to the City an endorsement stating that the coverage afforded the City and its officers, employees and agents, as additional insureds will be primary to any other coverage available to them and that no act or omission of the City, its officers, employees or agents shall invalidate the coverage.

a. Workers' Compensation and Employers' Liability.

1. Workers' Compensation: Statutory limits
2. Employers' Liability: \$500,000 Each Accident – Bodily Injury by Accident; \$500,000 Each Employee – Bodily Injury by Disease; and \$500,000 Policy Limit – Bodily Injury by Disease.
3. Other states insurance including Pennsylvania.

b. Commercial General Liability Insurance.

1. Limit of liability: \$1,000,000 per occurrence combined single limit for bodily injury (including death) and property damage liability; \$1,000,000 advertising injury; \$2,000,000 general aggregate, and \$2,000,000 aggregate for products and completed operations. The City may require higher limits of liability if, in the City's sole discretion, the potential risk warrants. These limits may be
2. Coverage: Premises operations; Blanket Contractual liability; Personal injury liability; Products and completed operations; Independent contractors; Employees and volunteers as Insureds; Cross liability; Broad form property damage (including completed operations).

c. Automobile Liability.

1. Limit of Liability: \$1,000,000 per occurrence combined single limit for bodily injury (including death) and property damage liability.
2. Coverage: Owned, non-owned and hired vehicles.
- d. Umbrella Liability Insurance with limits totaling \$2,000,000 per occurrence when combined with insurance required in a., b. and c. above.
- e. Property Insurance (“All Risk”)

Covering all improvements, betterments, equipment, trade fixtures, merchandise, business personal property and any other property in Concessionaire’s care, custody and control used under this Agreement and RFP, in the amount equal to the full replacement cost with no penalty for coinsurance. The City shall be named as loss payee.

Certificates of insurance evidencing the required coverage must specifically reference the City contract number for which they are being submitted. The original certificates of insurance shall be submitted to the Procurement Department and the Division of Risk Management (City of Philadelphia, Division of Risk Management, 1515 Arch Street, 14<sup>th</sup> Floor, Philadelphia, PA 19102-1579) at least ten (10) days before work is to commence and at least ten (10) days before each renewal date. The ten (10) day requirement for advance documentation of insurance coverage may be waived in situations where such waiver will benefit the City, but under no circumstance shall the Concessionaire actually begin work (or continue work, in the case of renewal) without providing the required proof of insurance. The City reserves the right to require the Concessionaire to furnish certified copies of the original policies of all insurance required under the Concession Agreement at any time upon ten (10) days prior written notice to the Concessionaire.

The insurance requirements set forth do not modify, limit or reduce the Concessionaire’s indemnification of the City or limit any of the Concessionaire’s liability to the types and limits of insurance required under this RFP and the Concession Agreement.

**Fidelity Bond.**

Concessionaire shall, at its sole cost and expense obtain and maintain during the Initial Term and any Renewal Term(s) of the Concession Agreement, a fidelity bond in an amount equal to \$50,000, covering Concessionaire’s employees who have financial responsibilities related to the receipt and disbursement of funds under the Concession Agreement. In lieu of a fidelity bond, Concessionaire may obtain coverage for crime insurance with limits of

\$50,000. The fidelity bond or crime insurance, whichever is obtained by Concessionaire, shall name the City as a beneficiary. The Concessionaire shall submit evidence of the existence of the fidelity bond or crime insurance to the City prior to the commencement Date.

The rest of this page is intentionally left blank.

**ATTACHMENT 4**  
**CITY OF PHILADELPHIA**  
**OFFICE OF ECONOMIC OPPORTUNITY**  
**ANTIDISCRIMINATION POLICY MINORITY, WOMAN AND DISABLED OWNED BUSINESS**  
**ENTERPRISES**  
**FORMS, INSTRUCTIONS AND SPECIAL CONTRACT PROVISIONS**

**Concessions for The Operation and Management of a City-Wide Vending Machine Program**

Under the authority of Executive Order No. 03-12, the City of Philadelphia has established an anti-discrimination policy ("Policy") relating to the participation of Minority (MBE), Woman (WBE) and Disabled (DSBE) Owned Business Enterprises in City contracts. Executive Order 03-12 is administered by the City's Office of Economic Opportunity (OEO").

The purpose of this Policy is to provide equal opportunity for all businesses and to assure that City funds are not used, directly or indirectly, to promote, reinforce or perpetuate discriminatory practices. The City is committed to fostering an environment in which all businesses are free to participate in business opportunities without the impediments of discrimination and participate in all City contracts on an equitable basis in accordance with the contracting requirements of the City, the City's antidiscrimination policy is applicable to this Request for Proposal ("RFP").

The Office of Economic Opportunity has approved the following projected ranges of participation for this RFP which serve as a guide in determining each Respondent's responsibility and relate to the total dollar amount of the Concession Fee as defined in the RFP:

MBE 15%-20%

And / Or

WBE 15% - 20%

These ranges represent the percentage of MBE and/or WBE (collectively, "M/WBE") participation that should be attained by M/WBEs from business opportunities existing in the available market absent discrimination in the solicitation and selection of these businesses and through Respondent's exercise of Best and Good Faith Efforts. Best and Good Faith Efforts are those efforts, the scope, intensity and appropriateness of which are taken to achieve meaningful and representative opportunities for participation by M/WBEs. These ranges are derived from an analysis of factors such as the size and scope of the contract and the availability of certified M/WBEs to perform various elements of the contract. The submission of a Solicitation For Participation and Commitment Form and any supporting documentation (more fully discussed below) is an element of responsiveness to the RFP and failure to submit the required information will result in rejection of your proposal.

Respondent hereby verifies that all forms, information and documentation submitted to OEO are true and correct and is notified that the submission of false information by Respondent is subject to the penalties of 18 Pa.C.S. §4904 relating to unsworn falsification to authorities which may include payment of a fine of at least \$1,000 and a term of Imprisonment of not more than two years. Respondent also acknowledges that under 18 Pa.C.S. §4107.2 (a)(4) it is a felony in the third degree, punishable by a term of imprisonment of not more than seven years in addition to the payment of any fines or restitution, if, under any contract awarded pursuant to this RFP, Respondent fraudulently obtains public moneys reserved for or allocated or available to minority business enterprises or women's business enterprises.

#### **A. M/WBE PARTICIPATION**

1. Only firms that are certified by an approved certifying agency<sup>1</sup> and identified the OEO Certification Registry by the time of contract award will be credited toward the participation ranges on City contracts. An OEO Certification Registry is maintained by the OEO and is available on line at [www.phila.gov/OEO/directory](http://www.phila.gov/OEO/directory). Firms owned and controlled by minority persons, women or disabled persons, which are certified as MBE, WBE, DSBE or DBE by an approved certifying agency may apply to the OEO for listing in its OEO Certification Registry.
2. No Respondent that seeks to meet the participation range(s) for participation by entering into a subcontract with any M/WBE participant shall be considered to meet the range(s) If the M/WBE participant does not perform a commercially useful function (“CUP”). An M/WBE performs a Commercially Useful Function when It performs a distinct element of a City Contract (as required by the services to be performed in accordance with the RFP) which is worthy of the dollar amount of the M/WBE Subcontract and the M/WBE carries out its responsibilities by managing and supervising the services involved and actually self - performing at least twenty percent (20%) of the services of the Subcontract with its own employees. For suppliers, an M/WBE performs a Commercially Useful Function when it is responsible for sourcing the material, negotiating price, determining quality and quantity, ordering the material and paying for it from Its own funds. Commercial usefulness will be evaluated and determined by the OEO on a proposal by proposal basis as Informed by prevailing Industry standards and the M/WBE's NAIC codes. Participation that is not commercially useful will not be counted.
3. In order to maximize opportunities for as many businesses as possible, a firm that is certified in two or more categories (e.g. MBE and WBE and DSBE or WBE and DSBE) will only be credited toward one participation range as either an MBE or WBE or DSBE. The firm will not be credited toward more than one category. Respondents will note with their submission which category, MBE or WBE or DSBE, is submitted for credit.
4. An MBE/WBE submitting as the prime Respondent is required, like all other Respondents, to submit a proposal that is responsive to the Policy. The M/WBE Respondent will receive credit towards the participation range for its certification category (e.g., MBE range or WBE

range). In addition, the participation of an M/WBE partner, as part of a joint venture created for this contract, may be credited towards the participation ranges only to the extent of the M/WBE partner's ownership interest in the joint venture in accordance with the following criteria:

The MBE, WBE or DSBE partner(s) must be identified in the OEO Registry prior to contract award;

- The M/WBE partner(s) must derive substantial benefit from the arrangement;
- The M/WBE partner(s) must be substantially involved in all phases of the contract including planning, staffing and daily management;
- The business arrangement must be customary (i.e., each partner shares in the risk and profits of the joint venture commensurate with their ownership interest, contributes working capital and other resources, etc.).

5. M/WBE Subcontractors must perform at least twenty percent (20%) of the total amount of work to be performed under the Subcontract with their own employees.

6. In listing participation commitments on the Solicitation for Participation and Commitment Form, Respondents are required to list a detailed description of the services or supply effort, the dollar amount of the quotation, and percentage of the Concession Fee the participation represents. In calculating the percentage amount, Respondents may apply the standard mathematical rules in rounding off numbers. The OEO reserves the right to request clarifying information from Respondents in the event of an inconsistency or ambiguity in the Solicitation For Participation and Commitment Form.

## **B. RESPONSIVENESS**

1. A proposal responsive to the Policy is one which contains documentary evidence of the M/WBEs that have been solicited and that will be used by the Respondent on the contract, if awarded; where the proposal satisfies the M/WBE participation ranges for that contract, the Respondent is rebuttably presumed not to have discriminated in its selection of contract participants.

2. Respondents must submit documentary evidence of MBEs and WBEs who have been solicited and with whom commitments have been made in response to each of the participation ranges included in this RFP. Failure to submit the Solicitation For Participation and Commitment Form will result in the rejection of the proposal as non-responsive, although the City, at its sole discretion, may allow Respondents to submit or amend the Solicitation For Participation and Commitment Form at any time prior to award. The Solicitation For Participation and Commitment Form must contain the following information:

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1 Approved certifying agencies are identified on the OEO webpage found at [www.phila.gov/OEO](http://www.phila.gov/OEO). Respondent is strongly encouraged to search the Pennsylvania Unified Certification Program ("PaUCP") Directory which offers a robust listing of DBEs; the PaUCP Directory is found at [www.paucp.com](http://www.paucp.com).

- Documentation of all solicitations (regardless of whether commitments resulted there from) as well as all commitments made on the enclosed document entitled "Solicitation For Participation and Commitment Form". Respondents should only make actual solicitations of M/WBEs whose services or materials are within the scope of this RFP. Mass mailing of a general nature to M/WBE's or similar methods will not be deemed solicitation, but rather will be treated as informational notification only. A reasonable period of time should be given to all solicited firms to ensure that they have sufficient time to adequately prepare their quotes/sub proposals. The Respondent's listing of a commitment with an M/WBE constitutes a representation that the Respondent has made a legally binding commitment to contract with such firm, upon receipt of a contract award from the City ("Contract Commitment").
- If the Respondent has entered into a joint venture with an MBE and/or WBE partner, the Respondent is also required to submit along with the Solicitation For Participation and Commitment Form, a document entitled "Joint Venture Eligibility Information Form," available at OEO, for the City's review and approval of the joint venture arrangement.

3. If Respondent does not fully meet each of the range(s) for participation established for this RFP, Respondent must demonstrate that it exercised Best and Good Faith Efforts to achieve the M/WBE participation ranges along with a written request, on Its letterhead, for the reduction of part or all of the M/WBE participation ranges ("Request for Reduction/Waiver"). Respondent, through the submission of documentary evidence must show that Respondent took all necessary steps and made reasonable efforts to achieve the M/WBE participation ranges, even If these efforts were not fully successful. OEO will evaluate the scope, intensity and appropriateness of these efforts to ascertain whether they could reasonably be expected to achieve M/WBE participation commensurate with the ranges. Failure to submit the documentary evidence will result in rejection of the proposal as non-responsive; the City, at its sole discretion, may allow Respondents to submit or amend their submission at any time prior to award which may result in revision to Respondent's participation commitments. The submission shall contain and discuss, at a minimum, the following:

- Reasons for not committing with any MBE/WBE/DSBEs that submitted a quote/sub-proposal, regardless of whether the quote/sub-proposal was solicited by Respondent.
- Any additional evidence pertinent to Respondent's conduct relating to this RFP including sufficient evidence which demonstrates to the OEO that Respondent has not engaged in discriminatory practices in the solicitation of and commitment with contract participants. In describing Respondent's efforts to achieve participation within the ranges, Respondent may submit any corroborating documentation (e.g., copies of advertisements for participation).

The Respondent's documentary evidence will be reviewed by the OEO to determine whether Respondent exercised, Best and Good Faith Efforts in response to the participation ranges. **Respondent's expressed desire to self-perform services with its own employees will not excuse Respondent from exercising Best and Good Faith Efforts to include M/WBEs in its proposal and cannot be used as a basis for requesting a reduction or waiver of the participation ranges.** OEO's review will include consideration of the following:

- Respondents contracting activities and business practices on similar public and private sector contracts. For example, if Respondent rejects any M/WBE based on price, Respondent must fully document its reasons for the rejection and also demonstrate that Respondent subjects non-M/WBEs to the same pricing standards. OEO will investigate whether there was any attempt at good faith negotiation of price.
- Whether M/WBEs were treated as equally as other businesses in the solicitation and commitment process. For example, the OEO will investigate whether M/WBEs are given the same information, access to the plans and requirements of the contract and given adequate amount of time to prepare a quote/sub-proposal as others who were solicited by Respondent. The OEO will also investigate whether M/WBEs were accorded the same level of outreach as non-M/WBEs, for example whether Respondent short listed M/WBEs for participation or solicited M/WBEs at any pre-proposal meetings.
- Whether the Respondent's contracting decisions were based upon policies which disparately affect M/WBEs. OEO will ascertain whether Respondent selected portions of work or material needs consistent with the capacity of available M/WBE subcontractors and suppliers. OEO will consider whether Respondent employed policies which facilitate the participation of M/WBEs on City contracts such as segmentation of the contract or prompt payment practices.

4. After review of the Respondent's submission and other information the OEO deems relevant to its evaluation, the OEO will make a written determination that will be forwarded to the awarding City Department. If the proposal is determined non-responsive by the OEO, the Respondent will be notified and may file a written appeal with the Executive Director of OEO within forty-eight (48) hours of the date of notification; the decision of the Executive Director of OEO shall be final.

### **C. RESPONSIBILITY**

1. Upon award, the completed Solicitation For Participation and Commitment Form and accompanying documents regarding solicitation and commitments with MBEs, WBEs and DSBEs become part of the contract and the successful Respondent is required to enter into legally binding agreement(s) ("M/WBE Subcontract(s)") with its M/WBE participants for the services and in the dollar amount(s) and percentage(s) as so committed (the "Contract Commitment(s)"). M/WBE percentage commitments are to be maintained throughout the term of the contract and shall apply to the total value of the Concession Fee (Including any increase in Concession Fee). Any change in commitment, including but not limited to, substitutions for the

listed firm(s), changes or reductions in the work and/or listed dollar/percentage amounts, must be pre-approved in writing by the OEO.

2. The successful Respondent is required to pay its M/WBE participants promptly for services performed under the contract (including the supply of materials). In connection with the payment of its M/WBE participants, the successful Respondent agrees to fully comply with the City's electronic payment verification systems.

3. No privity of contract exists between the City and any M/WBE participant identified in any contract resulting from this RFP. The City does not intend to give or confer upon any such M/WBE participant(s) any legal rights or remedies in connection with the subcontracted services pursuant to Executive Order 03-12 or by reason of any contract resulting from the RFP except such rights or remedies that the M/WBE subcontractor may seek as a private cause of action under any legally binding contract to which it may be a party.

4. If the OEO determines that the Respondent has discriminated against a M/WBE at any time during the term of the contract, the OEO may recommend to the Director of Finance the imposition of sanctions on the Respondent including debarment of the Respondent from submitting and/or participating in future City contracts for a period of up to three (3) years.

#### **D. ACCESS TO INFORMATION**

1. The OEO shall have the right to make site visits to the Respondent's place of business and/or job site and obtain documents and information from any Respondent, subcontractor, supplier, manufacturer or contract participant that may be required in order to ascertain Respondent's responsiveness and responsibility.

2. Failure to cooperate with the OEO in its review may result in a recommendation to terminate the contract.

#### **E. RECORDS AND REPORTS**

1. The successful Respondent shall maintain all books and records relating to its M/WBE commitments (e.g. copies of quotations, subcontracts, joint venture agreement, correspondence, cancelled checks, invoices, telephone logs) for a period of at least three (3) years following expiration of the contract. These records shall be made available for inspection by the OEO and/or other appropriate City officials. The successful Respondent agrees to submit reports and other documentation to the OEO as deemed necessary by the OEO to ascertain the successful Respondent's fulfillment of its M/WBE commitments.

#### **F. REMEDIES**

1. The successful Respondent's compliance with the requirements of Executive Order 03-12 is material to the contract. In the event the City determines that the successful Respondent has failed to comply with any of the requirements of this Antidiscrimination Policy, including

substantial compliance with any Contract Commitment, the City may, in addition to any other rights and remedies it may have under the Contract, which Includes termination of the Contract, debar successful Respondent from proposing on and/or participating in any future contracts for a maximum period of three (3) years. These remedies are for the sole benefit of the City and City's failure to enforce any provision or the City's indulgence of any non-compliance with any provision hereunder, shall not operate as a waiver of any of the City's rights in connection with any contract resulting from this RFP nor shall it give rise to actions by any third parties including identified M/WBE participants.

**ANTIDISCRIMINATION POLICY SOLICITATION FOR PARTICIPATION AND COMMITMENT FORM**  
**Minority (MBE), Woman (WBE), Disabled (DSBE) and Disadvantaged (DBE) Business Enterprises<sup>1</sup>**

**DEPARTMENT OF COMMERCE**  
**OFFICE OF ECONOMIC OPPORTUNITY (OEO)**

<b>Bid Number or Proposal Title:</b>	<b>Name of Bidder/Proposer:</b>	<b>Bid/RFP Opening Date:</b>
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List below ALL MBE/WBE/DBE/DSBEs that were solicited regardless of whether a commitment resulted therefrom. - Photocopy this form as necessary.

<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> DSBE <input type="checkbox"/> M-DBE <input type="checkbox"/> W-	<b>Work or Supply Effort to be Performed</b>	<b>Date Solicited</b>		<b>Commitment Made</b>		<b>Give Reason(s) If No Commitment</b>
<b>Company Name</b>		<b>By Phone</b>	<b>By Mail</b>	<b>Yes ( If Yes, give date)</b>	<b>NO</b>	
<b>Address</b>						
<b>Contact Person</b>		<b>Quote Received</b>		<b>Amount Committed To</b>		
<b>Telephone Number</b> <b>Fax Number</b>		<b>YES<sup>2</sup></b>	<b>NO</b>	<b>Dollar Amount</b>		
<b>Email Address</b>				<b>\$</b>		
<b>OEO REGISTRY #</b> <b>CERTIFYING AGENCY</b>			<b>Percent of Total Bid/RFP</b>			
					<b>%</b>	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> DSBE <input type="checkbox"/> M-DBE <input type="checkbox"/> W-	<b>Work or Supply Effort to be Performed</b>	<b>Date Solicited</b>		<b>Commitment Made</b>		<b>Give Reason(s) If No Commitment</b>
<b>Company Name</b>		<b>By Phone</b>	<b>By Mail</b>	<b>Yes ( If Yes, give date)</b>	<b>NO</b>	
<b>Address</b>						
<b>Contact Person</b>		<b>Quote Received</b>		<b>Amount Committed To</b>		
<b>Telephone Number</b> <b>Fax Number</b>		<b>YES<sup>2</sup></b>	<b>NO</b>	<b>Dollar Amount</b>		
<b>Email Address</b>				<b>\$</b>		
<b>OEO REGISTRY #</b> <b>CERTIFYING AGENCY</b>			<b>Percent of Total Bid/RFP</b>			
					<b>%</b>	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> DSBE <input type="checkbox"/> M-DBE <input type="checkbox"/> W-	<b>Work or Supply Effort to be Performed</b>	<b>Date Solicited</b>		<b>Commitment Made</b>		<b>Give Reason(s) If No Commitment</b>
<b>Company Name</b>		<b>By Phone</b>	<b>By Mail</b>	<b>Yes ( If Yes, give date)</b>	<b>NO</b>	
<b>Address</b>						
<b>Contact Person</b>		<b>Quote Received</b>		<b>Amount Committed To</b>		
<b>Telephone Number</b> <b>Fax Number</b>		<b>YES<sup>2</sup></b>	<b>NO</b>	<b>Dollar Amount</b>		
<b>Email Address</b>				<b>\$</b>		
<b>OEO REGISTRY #</b> <b>CERTIFYING AGENCY</b>			<b>Percent of Total Bid/RFP</b>			
					<b>%</b>	

1. If the Bidder/Proposer makes solicitation(s) and commitment(s) with a DBE, Bidder/Proposer shall indicate which class type, M-DBE or W-DBE, is submitted for credit.
2. Attach all quotations to this form.

**City of Philadelphia – Office of Economic Opportunity  
Diversity Report of Nonprofit Organizations**

1 DEMOGRAPHIC BREAKDOWN OF WORKFORCE							
Please provide the following demographic breakdown of your workforce by race/ethnicity/gender/disability:			#	%		%	%
	African American				Males		
	Asian/Pacific Islander				Females		
	Caucasian						
	Disabled						
	Hispanic						
	Native American						
	Other						
	Total Number of Employees						
2 DEMOGRAPHIC BREAKDOWN OF BOARD COMPOSITION							
Please provide the following demographic breakdown of your Board of Directors or Trustees by race/ethnicity/gender/disability:			#	%		#	%
	African American				Males		
	Asian/Pacific Islander				Females		
	Caucasian						
	Disabled						
	Hispanic						
	Native American						
	Other						
	Total Number of Directors or Trustees						
3 SUPPLIER DIVERSITY							
Please check the appropriate box to indicate if you have a supplier diversity policy. If "no," please explain on your letterhead.						Yes	No
If you maintain a supplier diversity policy, please attach a copy of your supplier diversity policy.							
Please identify below, your agency's five (5) highest minority, woman, and/or disabled owned business suppliers of products or services, indicating your estimated annual expenditure(s) with the firm:							
	Company Name	Company Address	Company Telephone	Minority	Woman	Disabled	Annual Expenditures
1							
2							
3							
4							
5							
	Signature:	Date:	Non-Profit Name				

## **ATTACHMENT 5**

### **Healthy Vending Standards**

The purpose of the Healthy Vending Standards is to offer and promote healthy choices among City employees and Philadelphia residents who use City buildings. These standards apply to all beverages and snacks sold in vending machines that are 1) under a centralized contract managed by the Procurement Department and 2) located on property owned or leased by the City of Philadelphia. Respondent shall at all times comply with the provisions set forth in this Attachment 5.

### **Definitions**

1. *Healthy beverage*: water or any other non-caloric beverage; 100% juice; or unflavored 1% or skim milk.
2. *Healthy snack*: a snack that meets all of the following criteria:
  - a. No more than 250 calories per package, except that snacks containing **only** nuts and seeds can exceed 250 calories per package.
  - b. No more than 7 grams of total fat per serving, except that snacks containing **only** nuts and/or seeds may exceed 7 grams of total fat per serving.
  - c. No more than 1 gram of saturated fat per serving, except that snacks containing **only** nuts and/or seeds may exceed 1 gram of saturated fat per serving.
  - d. Zero grams of trans fat per serving and no partially hydrogenated oils in ingredient list.
  - e. No more than 230 milligrams of sodium per serving.
  - f. No more than 18 grams of sugar per serving, except for snacks containing only fresh fruits or vegetables, dried fruits or vegetables, or packaged fruit packed in its own juice or water may exceed 18 grams of sugar per serving.
  - g. The snack is not gum, candy, or non-baked chips.
3. *High fiber snack/meal*: a healthy snack or meal item that contains at least 5 grams of fiber per serving.
4. *Highest selling potential*: positions at or closest to eye level.
5. *Lowest selling potential*: positions furthest from eye level.
6. *Other snack*: any snack that is not a healthy snack.
7. *Sugar-sweetened beverage*: any beverage that is not a healthy beverage and contains an added sugar-based sweetener. Examples include but are not limited to regular soda, fruit drinks, teas, flavored water, and energy drinks.
8. *Healthy meal*: a meal item might include salads, sandwiches, burritos, mac and cheese, soups and combination packaged items such as tuna salad kits. Breakfast breads and pastries must meet the snack standards. Each item should meet all of the following criteria:
  - a. No more than 700 calories per package (all items  $\leq$  250 calories would have to meet the snack standards)
  - b. No more than 35% of calories from fat
  - c. No more than 10% of calories from saturated fat
  - d. Zero grams of trans fat and no partially hydrogenated oils in ingredient list
  - e. No more than 800 mg sodium per package. For soups, no more than 480 mg per 8 ounces.

f. No more than 25 g sugar per package, excluding meal items that contain only fresh or canned fruit in unsweetened juice or water

9. Other meal: any meal that is not a healthy meal.

**Standards**

	Beverages	Snacks	Meals
<b>Product Mix</b>	<ul style="list-style-type: none"> <li>a. At least 65% of the beverages offered per machine must be <i>healthy beverages</i>.</li> <li>b. Plain water must be an option in each machine. Naturally flavored, calorie-free seltzer water is also encouraged.</li> </ul>	<ul style="list-style-type: none"> <li>a. 100% of snacks offered per machine must have zero grams of trans fat per serving and no partially hydrogenated oils in the ingredient list</li> <li>b. 100% of snacks offered per machine must have no more than 230 mg sodium per serving.</li> <li>c. At least 65% of snacks offered per machine must meet the <i>healthy snack criteria</i>.</li> <li>d. At least one <i>high fiber snack</i> must be offered per machine.</li> <li>e. At least five non-grain/potato based <i>healthy snacks</i> must be offered per machine.</li> <li>f. At least one item must be unsalted or lightly salted nuts.</li> <li>g. At least one item must be a dried or shelf-stable fruit item.</li> <li>h. In addition to the requirements in a, b, c, d and e, it is strongly encouraged</li> </ul>	<ul style="list-style-type: none"> <li>a. 100% of meals offered per machine must have zero grams of trans fat per serving and no partially hydrogenated oils in the ingredient list</li> <li>b. 100% of meals offered per machine must have no more than 800 mg sodium per package.</li> <li>c. At least 65% of meals offered per machine must meet the <i>healthy meal criteria</i>.</li> <li>d. At least two items per machine should be fruit and/or vegetable-based.</li> <li>e. At least one <i>high fiber meal</i> must be offered per machine.</li> </ul>

		that as many snacks as possible comply with the recommended nutrition criteria.	
<b>Recommended Nutrition Criteria</b>	Not applicable	a. At least five snacks in the machine should contain 10-19% of Daily Value for calcium, iron, and Vitamins A, C, and E.	a. At least five meals in each machine should contain 10-19% of Daily Value for calcium, iron, and Vitamins A, C, and E.
<b>Product Display, Placement, and Promotion - these criteria apply to beverages, snacks and meals</b>	<p>a. <i>Healthy beverages, snacks and meals</i> must be placed in positions with the highest selling potential.</p> <p>b. <i>Sugar-sweetened beverages and other snacks and other meals</i> must be placed in positions with the lowest selling potential.</p> <p>c. Other than display or placement that conforms to the requirements in a and b, no beverage, snack or meal shall be specially advertised, promoted, or featured on, in, or immediately surrounding any machine unless that item is water, 100% juice or a <i>healthy snack</i> or a <i>healthy meal</i></p>		
<b>Product Size</b>	<p>a. <i>Healthy beverages</i> may be 12 oz. or larger.</p> <p>b. <i>Sugar-sweetened beverages</i> must not be larger than 12 oz. each. Sodas no larger than 8.5 oz. each are strongly encouraged.</p> <p>c. EXCEPTION TO PRODUCT SIZE RESTRICTION: If and only if cans cannot be vended for safety reasons, <i>sugar-sweetened beverages</i> may be vended in sizes larger than</p>	Not applicable	Not applicable

	those specified in b, up to but not larger than 20-ounce sizes.
<b>Nutritional Labeling*- these criteria apply to beverages, snacks and meals</b>	<ul style="list-style-type: none"> <li>a. Each machine must display the total calorie content for each item, as sold, clearly and conspicuously, adjacent or in close proximity so as to be clearly associated with the item.</li> <li>b. Calorie font size shall not be smaller than the name, price, or selection number of the corresponding item, whichever is smallest. The color of the font and contrasting background shall ensure that the text containing calorie information is as conspicuous as the name, price, or selection button.</li> <li>c. Unrelated Messaging: Signage containing calorie information shall not include any messaging that is unrelated to calorie content or nutritional information. Though there are other valid and important messages that consumers should hear (e.g., recycling), placing unrelated messaging adjacent to or on calorie content labeling will likely lead to consumer confusion.</li> <li>d. All <i>healthy beverages, snacks and meals</i> in each machine must be clearly and conspicuously labeled using green spirals, green stickers or other labeling system that has been approved by the Department of Public Health; labels must be placed adjacent to or in close proximity to the item so as to be clearly associated with the item; <i>other beverages, snacks and meals</i> shall be placed in and labeled by metal (uncolored) spirals, if applicable; each machine shall make clear that green spirals, stickers or other labels denote <i>healthy snacks</i></li> </ul>
<b>Price - these criteria apply to beverages, snacks and meals</b>	<ul style="list-style-type: none"> <li>a. Pricing models that promote healthy choices by establishing lower prices for <i>healthy beverages</i> relative to <i>sugar-sweetened beverages</i> are strongly encouraged.</li> <li>b. The price of water must not exceed the lowest price of any <i>sugar-sweetened beverage</i>.</li> <li>c. Pricing models that promote healthy choices by establishing lower prices for <i>healthy snacks and meals</i> relative to <i>other snacks and meals</i> are strongly encouraged.</li> <li>d. The price of <i>healthy snacks and meals</i> must not exceed the highest price of <i>other snacks and meals</i>, except with the prior written consent of the Philadelphia Department of Public Health.</li> </ul>

\*The calorie labeling requirements align with the Food and Drug Administration’s (FDA) calorie labeling guidelines that are required for vending operators who own or operate 20 or more vending machines. For more specific details on these guidelines, visit <http://www.fda.gov/Food/IngredientsPackagingLabeling/LabelingNutrition/ucm217762.htm>

## **Modification**

The City of Philadelphia reserves the right to modify these Healthy Vending Standards at any time. Any modification shall be communicated in writing to Respondent at least 14 calendar days before such modification is required to be implemented.

The City of Philadelphia reserves the right to provide nutrition standards for items sold other than beverages and snacks, including but not limited to hot and cold meals and desserts such as ice cream. Standards shall be communicated in writing to Respondent at least 50 calendar days before such standards are required to be implemented.

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**Attachment 6**  
**Refrigerated Beverage Vending Machines Key Product Criteria**

**Energy Performance**

Qualifying new and rebuilt models shall consume equal to or less energy in a 24-hr period than the values obtained from the equations\*, shown below.

**Tier I Requirements**

New Machines — effective April 1, 2004

Rebuilt Machines — effective August 31, 2006

$$Y = 0.55 [8.66 + (0.009 \times C)]$$

**Tier II Requirements**

New and Rebuilt Machines — effective July 1, 2007

$$Y = 0.45 [8.66 + (0.009 \times C)]$$

Where:

Y = 24 hr energy consumption (kWh/day) after the machine has stabilized

C = vendible capacity

**Example**

Under Tier I, a 650-can capacity machine may consume no more than 7.9805, or 7.98 kWh/day (rounded). Under Tier II, a 650-can may consume no more than 6.5295 or 6.53 kWh/day (rounded).

\*Note: The energy consumption equation is based on CAN/CSA C804-96 Energy Performance of Vending Machines (for Machine Type A).

**Low Power Mode Requirement**

The machine shall be capable of operating in at least one of the low power mode states described below:

1. Lighting low power state — lights off for an extended period of time.
2. Refrigeration low power state — the average beverage temperature is allowed to rise above 40°F for an extended period of time.
3. Whole machine low power state — the lights are off and the refrigeration operates in its low power state.

In addition, the machine shall be capable of returning itself back to its normal operating conditions at the conclusion of the inactivity period. The low power mode-related controls/software shall be capable of on-site adjustments by the vending operator or machine owner unless the low power controlling device is already pre-programmed when installed into the machine.

**Definitions**

**Refrigerated Beverage Vending Machine**

A self-contained system designed to accept consumer payments and dispense bottled, canned, and other sealed beverages at appropriate temperatures without on-site labor intervention.

**Indoor Vending Machine**

A machine intended for placement inside a building and not subjected to the effects of weathering. These machines are marked “For Indoor Use Only” in accordance with UL Standard 541 “Refrigerated Vending Machines.”

**Outdoor Vending Machine**

A machine intended for placement outdoors and subjected to the full effects of weathering. These machines are marked “Suitable for Outdoor Use” or “Suitable for Protected Locations” in accordance with UL Standard 541 “Refrigerated Vending Machines.”

**Rebuilt Refrigerated Beverage Vending Machine**

A UL Listed or Classified model that has been previously in use and subjected to various degrees of retrofitting, remanufacturing, refurbishing, repairing, or reconditioning for resale or reuse

**Rebuilding Kit**

A combination of components that may be installed in a previously used vending machine at a refurbishment center.

**Low Power Mode**

The reduced power state of a refrigerated beverage vending machine during extended periods of inactivity.

**Standard Product**

The standard product shall be 12 oz (355 ml) cans for machines that are capable of dispensing 12 oz (355 ml) cans. For all other machines, the standard product shall be the product specified by the manufacturer as the standard product.

**Vendible Capacity**

The maximum quantity of standard product that can be dispensed from one full loading of the vending machine without further reload operations when used as recommended by the manufacturer.

**Attachment 7**  
***Location/Equipment Listing***

Location Name	Address	Machine Type	Location
Municipal Services Building	1401 JFK Blvd	Coke	9th Floor
Municipal Services Building	1401 JFK Blvd	Coke	13th Floor
Municipal Services Building	1401 JFK Blvd	Coke	12th Floor
Municipal Services Building	1401 JFK Blvd	Snack	1st Floor
Municipal Services Building	1401 JFK Blvd	Snack	4th Floor
Municipal Services Building	1401 JFK Blvd	Snack	10th Floor
Municipal Services Building	1401 JFK Blvd	Snack	13th Floor
Municipal Services Building	1401 JFK Blvd	Snack	7th Floor
Municipal Services Building	1401 JFK Blvd	Coke	10th Floor
Municipal Services Building	1401 JFK Blvd	Coke	3rd Floor
Municipal Services Building	1401 JFK Blvd	Coke	16th Floor
Municipal Services Building	1401 JFK Blvd	Coke	5th Floor
Municipal Services Building	1401 JFK Blvd	Coke	2nd Floor
Municipal Services Building	1401 JFK Blvd	Coke	6th Floor
Municipal Services Building	1401 JFK Blvd	Coke	15th Floor
City Hall	Broad & Market St	Coke	4th Floor City Council Room
City Hall	Broad & Market St	Coke	7th Floor
City Hall	Broad & Market St	Snack	1st Floor 153
City Hall	Broad & Market St	Snack	7th Floor
City Hall	Broad & Market St	Snack	1st Floor 111
City Hall	Broad & Market St	Snack	7th Floor
City Hall	Broad & Market St	Snack	Room 195
City Hall	Broad & Market St	Coke	7th Floor
City Hall	Broad & Market St	Coke	7th Floor
City Hall	Broad & Market St	Pepsi	1st Floor 153
City Hall	Broad & Market St	Pepsi	7th Floor
City Hall	Broad & Market St	Pepsi	7th Floor
City Hall	Broad & Market St	Pepsi	1st Floor 111

Location Name	Address	Machine Type	Location
City Hall	Broad & Market St	Coke	Room 195
City Hall	Broad & Market St	Coke	Room 177
Criminal Justice Center	1301 Filbert St	Coke	101 Jury Room
Criminal Justice Center	1301 Filbert St	Hot Bev	101 Jury Room
Criminal Justice Center	1301 Filbert St	Snack	206 Criminal Listing
Criminal Justice Center	1301 Filbert St	Snack	3rd Floor Breakroom
Criminal Justice Center	1301 Filbert St	Snack	101 Jury Room
Criminal Justice Center	1301 Filbert St	Snack	Basement Bail Bond
Criminal Justice Center	1301 Filbert St	Pepsi	101 Jury Room
Criminal Justice Center	1301 Filbert St	Coke	206 Criminal Listing
Criminal Justice Center	1301 Filbert St	Coke	Basement Bail Bond
Criminal Justice Center	1301 Filbert St	Coke	3rd Floor Breakroom
Criminal Justice Center	1301 Filbert St	Pepsi	Basement Bail Bond
Criminal Justice Center	1301 Filbert St	Pepsi	101 Jury Room
District Attorney	3 S Penn Square	Pepsi	Mezzanine
District Attorney	3 S Penn Square	Snack	12th Floor
District Attorney	3 S Penn Square	Snack	14th Floor
District Attorney	3 S Penn Square	Snack	3rd Floor
District Attorney	3 S Penn Square	Snack	8th Floor
District Attorney	3 S Penn Square	Snack	13th Floor
District Attorney	3 S Penn Square	Snack	17th Floor A
District Attorney	3 S Penn Square	Snack	Mezzanine
District Attorney	3 S Penn Square	Snack	11th Floor
District Attorney	3 S Penn Square	Pepsi	13th Floor
District Attorney	3 S Penn Square	Pepsi	8th Floor
District Attorney	3 S Penn Square	Pepsi	11th Floor
District Attorney	3 S Penn Square	Pepsi	Mezzanine

Location Name	Address	Machine Type	Location
District Attorney	3 S Penn Square	Pepsi	3rd Floor
District Attorney	3 S Penn Square	Pepsi	14th Floor
District Attorney	3 S Penn Square	Pepsi	12th Floor
District Attorney	3 S Penn Square	Snack	17th Floor A
District Attorney	3 S Penn Square	Coke	Mezzanine
District Attorney	3 S Penn Square	Coke	5th Floor
Office of Innovation & Technology	1234 Market Street	Bottle Bev	18th Floor
Office of Innovation & Technology	1234 Market Street	Snack	18th Floor
Office of Innovation & Technology	1234 Market Street	Snack	15th Floor
Office of Innovation & Technology	1234 Market Street	Bottle Bev	15th Floor
Office of Innovation & Technology	1234 Market Street	Bottle Bev	15th Floor
Office of Innovation & Technology	1234 Market Street	Bottle Bev	18th Floor
Public Property	1515 Arch Street	Coke	5th Floor
Public Property	1515 Arch Street	Coke	1st Floor
Public Property	1515 Arch Street	Coke	4th Floor
Public Property	1515 Arch Street	Coke	15th Floor
Public Property	1515 Arch Street	Coke	16th Floor
Public Property	1515 Arch Street	Coke	1st Floor
Public Property	1515 Arch Street	Coke	10th Floor
Public Property	1515 Arch Street	Coke	11th Floor
Public Property	1515 Arch Street	Coke	13th Floor
Public Property	1515 Arch Street	Coke	18th Floor
Public Property	1515 Arch Street	Coke	17th Floor
Public Property	1515 Arch Street	Coke	3rd Floor
Public Property	1515 Arch Street	Coke	8th Floor
Public Property	1515 Arch Street	Coke	7th Floor
Public Property	1515 Arch Street	Coke	14th Floor

Location Name	Address	Machine Type	Location
Public Property	1515 Arch Street	Coke	2nd Floor
Public Property	1515 Arch Street	Snack	16th Floor
Public Property	1515 Arch Street	Snack	18th Floor
Public Property	1515 Arch Street	Snack	14th Floor
Public Property	1515 Arch Street	Snack	13th Floor
Public Property	1515 Arch Street	Snack	11th Floor
Public Property	1515 Arch Street	Snack	10th Floor
Public Property	1515 Arch Street	Snack	1st Floor
Public Property	1515 Arch Street	Snack	2nd Floor
Public Property	1515 Arch Street	Snack	3rd Floor
Public Property	1515 Arch Street	Snack	4th Floor
Public Property	1515 Arch Street	Snack	5th Floor
Public Property	1515 Arch Street	Snack	6th Floor
Public Property	1515 Arch Street	Snack	7th Floor
Public Property	1515 Arch Street	Snack	8th Floor
Public Property	1515 Arch Street	Snack	17th Floor
Public Property	1515 Arch Street	Snack	15th Floor
Public Property	1515 Arch Street	Coke	6th Floor
Dept. of Behavioral Health Admin. Office	1101 Market Street	Snack	7th Floor breakroom
Dept. of Behavioral Health Admin. Office	1101 Market Street	Bottle Bev	7th Floor breakroom
Municipal Court	1339 Chestnut Street	Snack	6th Floor
Municipal Court	1339 Chestnut Street	Bottle Bev	6th Floor
Municipal Court	1339 Chestnut Street	Snack	10th Floor
Municipal Court	1339 Chestnut Street	Bottle Bev	10th Floor
Office of Prop Assess	601 Walnut St	Snack	3rd Floor
Office of Prop Assess	601 Walnut St	Bottle Bev	3rd Floor

Location Name	Address	Machine Type	Location
Human Relations Commission	601 Walnut St	Snack	3rd Fl Curtis Center
Human Relations Commission	601 Walnut St	Bottle Bev	3rd Fl Curtis Center
Tom McDonald	Broad & Market Sts	Snack	Room 212 City Hall
Sheriff's Office	100 S. Broad Street	Snack	100 S. Broad Street 5th fl
Sheriff's Office	100 S. Broad Street	Bottle Bev	100 S. Broad Street 5th fl
Airport Warehouse	8401 Executive Ave	Snack	1234 warehouse
Airport Warehouse	8401 Executive Ave	Bottle Bev	1234 warehouse
Philadelphia Airport Executive Office	8000 Essington Ave	Bottle Bev	Terminal E - Hall Pantry
Philadelphia Airport Executive Office	8000 Essington Ave	Snack	Terminal E - Hall Pantry
Philadelphia Airport Executive Office	8000 Essington Ave	Bottle Bev	Terminal E - Hall Pantry
Philadelphia Airport Executive Office	8000 Essington Ave	Snack	Terminal E - Rear Pantry
Curran Fromhold	7901 State Road	Coke	Staff Dining
Curran Fromhold	7901 State Road	Coke	Employee Lounge
Curran Fromhold	7901 State Road	Coke	1st Floor Employee HW
Curran Fromhold	7901 State Road	Pepsi	Visitors Lounge
Curran Fromhold	7901 State Road	Hot Bev	Employee Lounge
Curran Fromhold	7901 State Road	Snack	Employee Lounge
Curran Fromhold	7901 State Road	Snack	Employee Lounge
Curran Fromhold	7901 State Road	Refrig Food	Employee Lounge
Curran Fromhold	7901 State Road	Snack	Visitors Lounge
Curran Fromhold	7901 State Road	Pepsi	Employee Lounge
Curran Fromhold	7901 State Road	Pepsi	Employee Lounge
Curran Fromhold	7901 State Road	Coke	Employee Lounge

Location Name	Address	Machine Type	Location
Curran Fromhold	7901 State Road	Coke	Staff Dining
Detention Center	8201 State Road	Coke	2nd Floor Medical
Detention Center	8201 State Road	Coke	Breakroom
Detention Center	8201 State Road	Refrig Food	Breakroom
Detention Center	8201 State Road	Snack	Breakroom
Detention Center	8201 State Road	Snack	Main Lobby
Detention Center	8201 State Road	Snack	Staff Dining
Detention Center	8201 State Road	Pepsi	Breakroom
Detention Center	8201 State Road	Pepsi	Staff Dining
Detention Center	8201 State Road	Pepsi	Main Lobby
Detention Center	8201 State Road	Coke	Breakroom
Detention Center	8201 State Road	Coke	Main Lobby
House of Corrections	8001 State Road	Snack	Maintenance Building
House of Corrections	8001 State Road	Refrig Food	Employee Lounge Left Front
House of Corrections	8001 State Road	Snack	Staff Dining
House of Corrections	8001 State Road	Snack	Employee Lounge Left Back
House of Corrections	8001 State Road	Snack	Employee Lounge Left Front
House of Corrections	8001 State Road	Pepsi	Employee Lounge Left Back
House of Corrections	8001 State Road	Pepsi	Staff Dining
House of Corrections	8001 State Road	Pepsi	Employee Lounge Left Front
House of Corrections	8001 State Road	Coke	Inner Jail
PICC Center	8301 State Road	Snack	Visitors Breakroom
PICC Center	8301 State Road	Snack	Staff Breakroom
PICC Center	8301 State Road	Refrig Food	Staff Breakroom
PICC Center	8301 State Road	Pepsi	Staff Breakroom
PICC Center	8301 State Road	Pepsi	Visitors Breakroom

Location Name	Address	Machine Type	Location
PICC Center	8301 State Road	Coke	Staff Breakroom
PICC Center	8301 State Road	Coke	Staff Breakroom
Prisons Detention Center	8215 Torresdale Avenue	Snack	Breakroom
Prisons Detention Center	8215 Torresdale Avenue	Bottle Bev	Breakroom
Prisons MIS Trailer	8001 State Road	Snack	MIS Trailer
Prisons MIS Trailer	8001 State Road	Bottle Bev	MIS Trailer
Prisons Womens Detention Ctr.	8151 State Road	Snack	Visitor Waiting Trailer
Prisons Womens Detention Ctr.	8151 State Road	Bottle Bev	Visitor
Prisons Womens Detention Ctr.	8151 State Road	Snack	Visitor
Prisons Womens Detention Ctr.	8151 State Road	Snack	Staff Dining
Prisons Womens Detention Ctr.	8151 State Road	Bottle Bev	Visitor Waiting Trailer
Prisons Womens Detention Ctr.	8151 State Road	Bottle Bev	Staff Dining
Modular Unit	8101 State Road	Snack	MOD 3
Modular Unit	8101 State Road	Bottle Bev	MOD 3
ASD Cambria	17th & Cambria	Snack	Staff Dining Area
ASD Cambria	17th & Cambria	Bottle Bev	Staff Dining Area
ASD Cambria	17th & Cambria	Bottle Bev	Staff Dining Area
Baxter Filter Pl	9001 State Road	Snack	Breakroom
Baxter Filter Pl	9001 State Road	Bottle Bev	Breakroom
Cambria Water Dep	29th Street & Cambria Ave	Bottle Bev	Break Area
Cambria Water Dep	29th Street & Cambria Ave	Snack	Break Area

Location Name	Address	Machine Type	Location
N.E. Water Polli	3895 Richmond Street	Bottle Bev	Breakroom
N.E. Water Polli	3895 Richmond Street	Bottle Bev	Breakroom
N.W. Service Bld	301 Domino Lane	Snack	Breakroom
N.W. Service Bld	301 Domino Lane	Bottle Bev	Breakroom
N.W. Service Bld	301 Domino Lane	Bottle Bev	Breakroom
SE Water Pollution Facility	25 Pattison Street	Bottle Bev	Admin Lunchroom
SE Water Pollution Facility	25 Pattison Street	Snack	Material Handling Hallway
SE Water Pollution Facility	25 Pattison Street	Snack	Admin Lunchroom
SE Water Pollution Facility	25 Pattison Street	Bottle Bev	Material Handling Hallway
SW Water Pollution Facility	8200 Enterprise Avenue	Snack	Admin
SW Water Pollution Facility	8200 Enterprise Avenue	Snack	Thickener Building
SW Water Pollution Facility	8200 Enterprise Avenue	Snack	Shop Maintenance
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	Thickener Building
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	Shop Maintenance
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	Admin
SW Water Pollution Facility	8200 Enterprise Avenue	Bottle Bev	Shop Maintenance
Water Dept Administrative Office	1101 Market Street	Snack	3rd Floor Breakroom
Water Dept Administrative Office	1101 Market Street	Bottle Bev	3rd Floor Breakroom
Water Dept Administrative Office	1101 Market Street	Bottle Bev	3rd Floor Breakroom
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	Snack	Breakroom
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	Bottle Bev	Breakroom
Water Dept. Inlet Cleaning	3201 Fox Street & Roberts	Bottle Bev	Breakroom
Water Queens Lane Filter Station	3565 Fox Street	Snack	Break Area

Location Name	Address	Machine Type	Location
Water Queens Lane Filter Station	3565 Fox Street	Bottle Bev	Break Area
Water Survey Unit	3585 Fox Street	Snack	Breakroom
Water Survey Unit	3585 Fox Street	Bottle Bev	Breakroom
Water Central Lab Services	1500 E. Hunting Park Avenue	Snack	Breakroom
Water Central Lab Services	1500 E. Hunting Park Avenue	Bottle Bev	Breakroom
Fire Academy	5200 Pennypack Street	Snack	Cafe
Fire Academy	5200 Pennypack Street	Bottle Bev	Cafe
Fire Academy	5200 Pennypack Street	Bottle Bev	Cafe
Fire Administration Building	240 Spring Garden Street	Snack	Breakroom
Fire Administration Building	240 Spring Garden Street	Bottle Bev	Breakroom
Fire Administration Building	240 Spring Garden Street	Bottle Bev	Breakroom
Fire Dept. Warehouse	115 W. Luzerne Street	Bottle Bev	Breakroom
Fire Dept. Warehouse	115 W. Luzerne Street	Snack	Breakroom
Fleet Fox Street Auto Shop	3275 Fox Street	Snack	Garage
Fleet Fox Street Auto Shop	3275 Fox Street	Bottle Bev	Garage
Fleet Management Admin. Office	100 S. Broad Street	Snack	100 S. Broad Street
Fleet Management Admin. Office	100 S. Broad Street	Bottle Bev	100 S. Broad Street
Fleet Shop	100 E. Hunting Park Avenue	Snack	Basement
Fleet Shop	100 E. Hunting Park Avenue	Bottle Bev	Basement
Fleet Shop	100 E. Hunting Park Avenue	Bottle Bev	Basement

Location Name	Address	Machine Type	Location
Fleet Car Barn	1848 N. of Montgomery & Kelly	Bottle Bev	Fleet Maint Garage
Public Property Collision Shop	11th & Reed Street	Bottle Bev	Hallway
24 & 25th Police	3901 Whitaker	Snack	2nd Floor
24 & 25th Police	3901 Whitaker	Bottle Bev	2nd Floor
5th Police Distr	6686 Ridge Avenue	Snack	Lobby
5th Police Distr	6686 Ridge Avenue	Bottle Bev	Lobby
7th Police Distr	9800 Bustleton Avenue	Snack	Hallway
7th Police Distr	9800 Bustleton Avenue	Bottle Bev	Hallway
8th Police Distr	10175 Academy Road	Snack	Lobby
8th Police Distr	10175 Academy Road	Bottle Bev	Lobby
8th Police Distr	10175 Academy Road	Bottle Bev	Lobby
Police 12th Dist	6648 Woodland Avenue	Snack	Hallway
Police 12th Dist	6648 Woodland Avenue	Bottle Bev	Hallway
Police 12th Dist	6648 Woodland Avenue	Bottle Bev	Hallway
Police 14th Dist	43 W. Haines Street	Snack	Roll Call Room
Police 14th Dist	43 W. Haines Street	Bottle Bev	Roll Call Room
Police 16th Dist	3901 Lancaster Avenue	Snack	Roll Call Room
Police 16th Dist	3901 Lancaster Avenue	Bottle Bev	Roll Call Room
Police 16th Dist	3901 Lancaster Avenue	Bottle Bev	Roll Call Room

Location Name	Address	Machine Type	Location
Police 17th Dist	1200 S. 20th Street	Bottle Bev	Hallway
Police 17th Dist	1200 S. 20th Street	Bottle Bev	Hallway
Police 18th Dist	5510 Pine Street	Snack	Hall
Police 18th Dist	5510 Pine Street	Bottle Bev	Hall
Police 18th Dist	5510 Pine Street	Bottle Bev	Hall
Police 18th Dist	5510 Pine Street	Bottle Bev	Hall
Police 19th Dist	1300 N. 61st Street	Snack	Roll Call Room
Police 19th Dist	1300 N. 61st Street	Bottle Bev	Roll Call Room
Police 19th Dist	1300 N. 61st Street	Bottle Bev	Roll Call Room
Police 19th Dist	1300 N. 61st Street	Bottle Bev	Roll Call Room
Police 1st Distr	2301 S. 24th Street	Bottle Bev	Roll Call Room
Police 1st Distr	2301 S. 24th Street	Snack	Roll Call Room
Police 1st Distr	2301 S. 24th Street	Bottle Bev	Roll Call Room
Police 1st Distr	2301 S. 24th Street	Bottle Bev	Roll Call Room
Police 22&23 Dis	1747 N. 17th Street	Snack	Hall
Police 22&23 Dis	1747 N. 17th Street	Bottle Bev	Hall
Police 26th Dist	611-17 E. Girard Avenue	Snack	Lobby
Police 26th Dist	611-17 E. Girard Avenue	Bottle Bev	Lobby
Police 2nd, 15th District	2831 Levick Street	Snack	Hallway
Police 2nd, 15th District	2831 Levick Street	Bottle Bev	Hallway
Police 35th Dist	5960 N. Broad Street	Snack	Hallway
Police 35th Dist	5960 N. Broad Street	Bottle Bev	Hallway

Location Name	Address	Machine Type	Location
Police 3rd, 4th District	1301 S. 11th Street	Snack	Hallway
Police 3rd, 4th District	1301 S. 11th Street	Bottle Bev	Hallway
Police 3rd, 4th District	1301 S. 11th Street	Bottle Bev	Hallway
Police 9th Distr	400 N. 21th Street	Snack	Hall
Police 9th Distr	400 N. 21th Street	Bottle Bev	Hall
Police 9th Distr	400 N. 21th Street	Bottle Bev	Hall
Police Academy	2838 Woodhaven Rd.	Snack	1st Floor
Police Academy	2838 Woodhaven Rd.	Bottle Bev	1st Floor
Police Academy	2838 Woodhaven Rd.	Snack	2nd Floor
Police Academy	2838 Woodhaven Rd.	Bottle Bev	2nd Floor
Police Accident Investigation	26th & Masters Streets	Bottle Bev	Breakroom
Police Round House	7th & Race St	Coke	2nd Floor
Police Round House	7th & Race St	Snack	2nd Floor
Police Round House	7th & Race St	Refrig Food	1st Floor Café
Police Round House	7th & Race St	Snack	1st Floor Café
Police Round House	7th & Race St	Snack	2nd Floor
Police Round House	7th & Race St	Pepsi	Basement
Police Round House	7th & Race St	Pepsi	2nd Floor
Police Round House	7th & Race St	Pepsi	1st Floor Café
Police Round House	7th & Race St	Coke	1st Floor Café
Police Round House	7th & Race St	Coke	1st Floor Café
Police South Detectives	2301 South 24th Street	Snack	Breakroom 2nd Floor
Police South Detectives	2301 South 24th Street	Bottle Bev	Breakroom 2nd Floor

Location Name	Address	Machine Type	Location
Police Warehouse	660 E. Erie Avenue	Snack	Kitchen
Police Warehouse	660 E. Erie Avenue	Bottle Bev	Kitchen
Free Library Central Branch	1901 Vine Street	Bottle Bev	Breakroom
Free Library Central Branch	1901 Vine Street	Bottle Bev	Breakroom
Free Library Central Branch	1901 Vine Street	Bottle Bev	Breakroom
NW Regional Library	68 West Cheltenham Ave.	Bottle Bev	W. Regional Library
Rodin Place Library	2000 Hamilton Street	Snack	Breakroom
Rodin Place Library	2000 Hamilton Street	Bottle Bev	Breakroom
Streets Garage 175	State Road & Ashburner	Bottle Bev	Breakroom
Streets Garage 176	State Road & Ashburner	Bottle Bev	Breakroom
Streets Sanitation Building	3003 South 63rd	Bottle Bev	Hallway
Streets Sanitation Building	3003 South 63rd	Snack	Break Area
Streets Traffic Shop	4500 G Street	Snack	Breakroom
Streets Traffic Shop	4500 G Street	Bottle Bev	Breakroom
Streets Training Center	8401 State Road	Snack	Breakroom
Streets Training Center	8401 State Road	Bottle Bev	Breakroom
Bridesburg Recreation Center	4625 Richmond Street	Snack	Lobby
Bridesburg Recreation Center	4625 Richmond Street	Bottle Bev	Lobby
Bridesburg Recreation Center	4625 Richmond Street	Bottle Bev	Lobby

Location Name	Address	Machine Type	Location
Carousel House Recreation Center	4600 Concourse drive	Bottle Bev	Vending Area
Carousel House Recreation Center	4600 Concourse drive	Snack	Vending Area
Disston Recreation Center	Disston & Glenloch	Bottle Bev	Lobby
Marian Anderson Recreation Center	740 S. 17th Street	Snack	Hallway
Marian Anderson Recreation Center	740 S. 17th Street	Bottle Bev	Hallway
Marian Anderson Recreation Center	740 S. 17th Street	Bottle Bev	Hallway
Sayre Recreation Center	5831 Spruce Street	Snack	Lobby
Sayre Recreation Center	5831 Spruce Street	Bottle Bev	Lobby
Center HC10	131 E Cheltenham Ave	Snack	Breakroom
Center HC10	2230 Cottman Ave	Snack	Breakroom
Center HC10	2230 Cottman Ave	Bottle Bev	Breakroom
Center HC3	555 S 43rd St	Bottle Bev	Breakroom
Center HC3	555 S 43rd St	Snack	Breakroom
Center HC4	4400 Haverford Ave	(blank)	(blank)
Center HC4	4400 Haverford Ave	(blank)	(blank)
Center HC4	4400 Haverford Ave	Bottle Bev	Breakroom
Center HC5	1920 N 20th st	Snack	Breakroom
Center HC5	1920 N 20th st	(blank)	Breakroom
Center HC6	321 W. Girard Ave	Snack	Breakroom
Center HC6	321 W. Girard Ave	Bottle Bev	Breakroom

Location Name	Address	Machine Type	Location
Center HC9	131 E Cheltenham Ave	Bottle Bev	Breakroom
Center SMHC	2840 Dauphin St	Snack	Breakroom
Center SMHC	2840 Dauphin St	Bottle Bev	Breakroom
Employee Health Center	1901 Fairmont Avenue	Snack	Lobby
Employee Health Center	1901 Fairmont Avenue	Bottle Bev	Lobby
Health Center Admin. Bldg.	500 S. Broad Street	Snack	Vend Area Lobby
Health Center Admin. Bldg.	500 S. Broad Street	Bottle Bev	Vend Area Lobby
Health Center Admin. Bldg.	500 S. Broad Street	Bottle Bev	Vend Area Lobby
DVIC	2800 S. 20th Street	Snack	(blank)
DVIC	2800 S. 20th Street	Bottle Bev	(blank)
Horticulture Center	100 N. Horticultural Drive	Snack	Break Area
Horticulture Center	100 N. Horticultural Drive	Bottle Bev	Break Area
Medical Examiner	321 University Avenue	Snack	1st Floor Hall
Medical Examiner	321 University Avenue	Bottle Bev	2nd Floor
Medical Examiner	321 University Avenue	Bottle Bev	1st Floor Hall
Medical Examiner	321 University Avenue	Bottle Bev	1st Floor Hall
Stenton Shelter	1300 E. Tulpehocken St	Snack	Lobby
Stenton Shelter	1300 E. Tulpehocken St	Bottle Bev	Employee Breakroom
Stenton Shelter	1300 E. Tulpehocken St	Bottle Bev	Lobby
Stenton Shelter	1300 E. Tulpehocken St	Snack	Employee Breakroom
Stenton Shelter	1300 E. Tulpehocken St	Bottle Bev	Employee Breakroom

Location Name	Address	Machine Type	Location
Youth Study Center	3232 Henry Ave	Bottle Bev	Lobby
Youth Study Center	3232 Henry Ave	Snack	Lobby

**Attachment 8**

**CITY OF PHILADELPHIA TAX AND REGULATORY  
STATUS AND CLEARANCE STATEMENT  
FOR APPLICANTS**

**THIS IS A CONFIDENTIAL TAX DOCUMENT NOT FOR PUBLIC DISCLOSURE**

This form must be completed and returned with Respondent’s proposal in order for Respondent to be eligible for award of a concession agreement with the City. Failure to return this form will disqualify Respondent’s proposal from further consideration by the contracting department. Please provide the information requested in the table, check the appropriate certification option and sign below:

Applicant Name	
Contact Name and Title	
Street Address	
City, State, Zip Code	
Phone Number	
Federal Employer Identification Number or Social Security Number:	
Philadelphia Business Income and Receipts Tax Account Number (f/k/a Business Privilege Tax) (if none, state “none”)*	
Commercial Activity License Number (f/k/a Business Privilege License) (if none, state “none”)*	

\_\_\_\_ I certify that the Respondent named above has all required licenses and permits and is current, or has made satisfactory arrangements with the City to become current with respect to the payment of City taxes or other indebtedness owed to the City (including, but not limited to, taxes collected by the City on behalf of the School District of Philadelphia), and is not in violation, or has made satisfactory arrangements to cure any violation, or other regulatory provisions applicable to Applicant contained in The Philadelphia Code.

\_\_\_\_ I certify that the Respondent named above does not currently do business, or otherwise have an economic presence in Philadelphia. If Applicant is awarded a contract with the City, it promptly will take all steps necessary to bring it into compliance with the City’s tax and other regulatory requirements.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

\* You can apply for a City of Philadelphia Business Income and Receipts Tax Account Number or a Commercial Activity License on line after you have registered your business on the City’s Business Services website located at <http://business.phila.gov/Pages/Home.aspx>. Click on “Register” or “Register Now” to register your business.

**Attachment 9**  
**CITY OF PHILADELPHIA – BUSINESS, CORPORATE AND SLAVERY ERA INSURANCE ORDINANCE**

A Business Entity entering into a Contract with the City must complete an Affidavit disclosing any and all records of Participation or Investment in, or Profits derived from Slavery, including Slaveholder Insurance Policies, during the Slavery Era. The Business Entity must complete and submit the Affidavit and any attachments to the Procurement Department. This is required only of the Business Entity actually selected for award of a Contract. It must be done after the Contract or Contract amendment has been executed. Questions regarding the Affidavit may be directed to the Procurement Department Customer Service at [bid.info@phila.gov](mailto:bid.info@phila.gov).

City Department Awarding \_\_\_\_\_ Agreement \_\_\_\_\_ Department \_\_\_\_\_ Contact Person \_\_\_\_\_

**AFFIDAVIT DISCLOSING SLAVERY ERA PARTICIPATION, INVESTMENTS, OR PROFITS**

1. I, \_\_\_\_\_, am authorized to bind contractually the Business Entity identified below.

2. Information about the Business Entity entering into a Contract with the City is as follows:

Business Entity Name	Phone	Fax
Street Address	City	State
		Zip

3. Has the Business Entity submitted the Slavery Affidavit previously? \_\_\_NO\_\_\_YES Date of prior submission: \_\_\_\_\_ If "NO," complete Section 4, 5, and 6. If "YES," list the date of prior submission and skip to Section 6 and execute the form.

4. The Business Entity came into existence in \_\_\_\_\_ (year).

5. The Business Entity has searched its records and those of any Predecessor Companies for information relating to Participation or Investments in, or Profits derived from Slavery or Slaveholder Insurance Policies. Based on that research, the Business Entity represents that:

\_\_\_\_\_ The Business Entity found no records that the Business Entity or any of its Predecessor Companies had any Participation or Investments in, or derived Profits from, Slavery or Slaveholder Insurance Policies during the Slavery Era.

\_\_\_\_\_ The Business Entity found records that the Business Entity or its Predecessor Companies Participated or Invested in, or derived Profits from Slavery during the Slavery Era. The nature of that Participation, Investment, or Profit is described on the attachment to this Affidavit and incorporated herein.

\_\_\_\_\_ The Business Entity found records that the Business Entity or its Predecessor Companies bought, sold, or derived Profits from Slaveholder Insurance Policies during the Slavery Era. The names of any Enslaved Persons or Slaveholders under the Policies are listed on the attachment to this Affidavit and incorporated herein.

6. I declare under penalty of perjury under the laws of the Commonwealth of Pennsylvania that the representations made herein are true and correct to the best of my knowledge.

Executed \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_, \_\_\_\_\_  
 (Date) (City) (State)

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Notary-----

**DEFINITIONS**

**City** means the City of Philadelphia.

**Business Entity** means any individual, domestic corporation, foreign corporation, association, syndicate, joint stock company, partnership, joint venture, or unincorporated association, including any parent company, subsidiary, exclusive distributor or company affiliated therewith, engaged in a business or commercial enterprise.

**Contract** means any agreement, franchise, lease or concession including an agreement for any occasional professional or technical personal services, the performance of any work or service, the provision of any materials or supplies or rendering of any service to the City of Philadelphia or the public, which is let, awarded or entered into with or on behalf of the City of Philadelphia or any Department or Agency of the City.

**Enslaved Person** means any person who was wholly subject to the will of another and whose person and services were wholly under the control of another and who was in a state of enforced compulsory service to another during the Slavery Era.

**Investment** means to make use of an Enslaved Person for future benefits or advantages.

**Participation** means having been a Slaveholder during the Slavery Era. Predecessor Business Entity means an entity whose ownership, title and interest, including all rights, benefits, duties and liabilities were acquired in an uninterrupted chain of succession by the Business Entity.

**Profit** means any economic advantage or financial benefit derived from the use of Enslaved Persons.

**Slaveholder** means holders of Enslaved Persons, owners of business enterprises using Enslaved Persons, owners of vessels carrying Enslaved Persons or other means of transporting Enslaved Persons, merchants or financiers dealing in the purchase, sale or financing of the business of Enslaved Persons.

**Slaveholder Insurance Policies** means policies issued to or for the benefit of Slaveholders to insure them against the death of, or injury to, Enslaved Persons.

**Slavery** means the practice of owning Enslaved Persons.

**Slavery Era** means that period of time in the United States of America prior to 1865.

## Attachment 10

### DISCLOSURE OF WOMEN AS BOARD MEMBERS AND EXECUTIVE STAFF

**Instructions:** As required by Section 17-104 of The Philadelphia Code entitled "Prerequisites to the Execution of City Contracts," Section 17-104(3) requires bidder to complete and submit this form with its bid. If bidder believes that these requirements do not apply (e.g., bidder is a single-member Limited Liability Company), please check the first field below and attach an explanation. This form should be submitted with bid but the City reserves the right to allow bidder to submit this information at any time prior to award of a contract.

**Bidder's Name:** \_\_\_\_\_ **Bid Number:** \_\_\_\_\_

Please check here if the requirements do not apply to bidder and attach explanation:

#### **Disclosure of Women as Board Members and Executive Staff**

Pursuant to Section 17-104(3) (a) (i) of The Philadelphia Code, please provide the following information:

1. Current percentage of female executive officers in bidder's company:
2. Current percentage of women on the executive board of the bidder's company:
3. Current percentage of women on the full board of the bidder's company:

#### **Aspirational Goals for Women as Board Members and Executive Staff**

Pursuant to Section 17-104(3) (a) (ii) of The Philadelphia Code, please provide the following information:

1. Percentage goal for female executive officers in bidder's company:
2. Percentage goal for women on the executive board of the bidder's company:
3. Percentage goal of women on the full board of the bidder's company:

#### **Identify Below Any Efforts to Achieve the Aforementioned Goals:**

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\_\_\_\_\_  
Authorized Signature

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\_\_\_\_\_  
Date

---

\_\_\_\_\_  
Print Name and Title

Revised 7.1.14

**Attachment 11**  
**LOCAL BUSINESS ENTITY OR LOCAL IMPACT CERTIFICATION**

Instructions: Respondents who seek as a positive factor in the City’s consideration of their application that they meet the Local Business Entity or Local Impact criteria as provided in Mayoral Executive Order No. 04-12 should complete this Certification and return it with their application. Respondents providing this Certification should also include in a separate section of their application labeled “Local Business Entity or Local Impact Certification,” a statement that the Respondent believes it has met the Local Business Entity or Local Impact criteria “as set forth in the attached Local Business Entity or Local Impact Certification.” Check all appropriate certification options that are applicable to Respondent and sign below:

**Respondent Name:** \_\_\_\_\_

**Local Business Entity Certification**

\_\_\_ I certify that the Respondent named above is a Local Business Entity because Applicant complies with the following criteria set forth in Section 17-109(3)(b) of the Philadelphia Code:

I. During the preceding 12 months, Respondent has filed a Commercial Activity or Business Privilege tax return with the City establishing that Respondent conducted business within the City within the calendar year preceding the filing of the return; and

II. During the preceding 18 months, Applicant:

A. Has continuously maintained a valid Commercial Activity or Business Privilege License and all other licenses and permits necessary to conduct business with the City;

B. Has continuously occupied an office within the City, where business is conducted; and

C. Satisfies at least one of the following requirements (*Check those applicable to Applicant*):

\_\_\_ (1) More than half of Respondent’s full-time employees work in the City at least 60% of the time;

\_\_\_ (2) More than 50 of Respondent’s full-time employees work in the City at least 60% of the time; or

\_\_\_ (3) Respondent’s principal place of business is located in the City.

**Local Impact Certification**

\_\_\_ I certify that in the performance of a contract resulting from this RFP, the Respondent named above will employ City residents.

\_\_\_ I certify that in the performance of a contract resulting from this RFP, the Respondent will perform the work in the City.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title