



# Judicial Council of California

455 Golden Gate Avenue, 6<sup>th</sup> Floor  
San Francisco, CA 94102

## **Request for Proposals On-Site Catering San Francisco**

**RFP No: LSS-2025-09-DM**

### **QUESTIONS AND ANSWERS**

**July 24, 2025**

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Question #1: Is there a specific contractor number that I should add to the master agreement?

**Answer:**

**No, an agreement number will be assigned by the Judicial Council when the Master Agreement is awarded. The Master Agreement (Attachment 2) is provided for Proposers to review the Judicial Council's terms and conditions. If exceptions are identified or additional provisions proposed, the Proposer must submit a redlined version of the Master Agreement that clearly identifies the benefit to the Judicial Branch from the proposed changes and provides a written explanation or rational for each proposed change.**

Question#2: For rare dinner/reception events, is after-hours building access available, and are there any required security protocols or procedures?

**Answer:**

**Yes, after-hours building access is available and JCC staff will be present for such events and handle and/or advise as to security protocols and procedures as needed.**

Question#3: Will the on-site supply closet be accessible during regular delivery hours, or are there specific procedures or limitations for accessing and restocking?

**Answer:**

**Yes, the on-site supply closet be accessible during business hours.**



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Question#4: Are there any menu items, cuisines, or service formats (e.g., boxed lunches vs. buffet) that have been particularly well received or poorly received in the past?

**Answer:**

**There haven't been any issues generally with menu selections or service formats. Boxed lunches vs. buffet tends to be if the meal is hot or cold; sandwiches or salads tend to be ordered as box lunches and hot breakfast, or lunch items would be served buffet-style in electric or sterno equipped chafing dishes.**

Question#5: Can you share an estimate on how often meals are buffet style or individually packaged?

**Answer:**

**Approximately 50/50.**

Question#6: Would the judges and guests prefer the option to order a variety of entrees per event if the cost is the same/similar?

**Answer:**

**Yes, however a limitation such as must be 10 of the same items would strike a good balance.**

Question#7: Would it be of interest for the Judicial Council be interested in the ability to order the morning of for their lunches? Each participant ordering the meal they want.

**Answer:**

**Possibly, we would need to see the prospective details.**

Question#8: Can you clarify who will be doing the ordering for the JBE?

**Answer:**

**For other JBE's a member of the JCC's conference services team will coordinate and identify the ordering party.**

Question#9: Would online ordering options for a specific person or all participants be of value?



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**Answer:**

**Possibly, we would need to see the prospective details.**

Question#10: Would the JBE be interested in purchasing additional meals to stock their refrigerator to bring home, or have at a later time during the day?

**Answer:**

**For this RFP no, that would fall outside of our policies.**