



Application for Determination of Sole Source Procurement

This form, with one or more categories completed, must accompany a purchase requisition for equipment, supplies or services exceeding \$20,000. Select the category or categories appropriate for this procurement. Attach all documentation necessary to support the application. Procurements of \$20,000 and greater shall be posted to the NM Tech Purchasing website for the mandatory thirty (30) day period per NMSA 13-1-126.1

Requesting Department:	Aux Servc	End User's Name:	Nowka Gutierrez
Proposed Contractor:	Atrium	Estimated Cost:	\$87,300.00
Product Description:	Meal Plan Software	Date:	09/27/2022

I am requesting a sole source procurement based on the following reasons:

- Compatibility of existing equipment or supplies; provide details in *Explanation*. Include manufacturer, model number and NMT PCN of existing equipment.
- Item specifically required for use in conjunction with grant or contract. Attach applicable grant or contract page and provide justification of why it is required for grant / contract and why other substitutes are not acceptable.
- Requirement is of a proprietary / copyright / licensing nature which is explained below.
- The requested product has unique design / performance specifications or quality requirements which are essential to my work, research protocol or teaching needs, and are not available in comparable products. Please discuss this uniqueness / performance below.
- NMT Staff has specialized training and / or extensive experience. Retraining would incur substantial cost in money / time as explained below.
- I have contacted other suppliers or service providers identified below and have considered their product, however, their products / services are not acceptable because they are lacking one or more technical capabilities as discussed below.
- The requested product is essential in maintaining / continuing experiments. Other investigators have used this product in similar research and for comparability of results, I require it.
- Contractor is the sole manufacturer and sole distributor and has unique features / characteristics not available from other sources (provide explanation and attach applicable documents).
- Product is a prototype; contractor offers a trade-in allowance; availability of service, parts or maintenance as discussed below.

Explanation: Chartwells was supposed to contract and secure this software in conjunction with their new POS system and mobile app as part of the NMT/Chartwells agreement that was signed in April 2022. Because Atrium needed NMT student information, and Chartwells was not

By signing below, requestor certifies that the information provided is accurate to the best of their knowledge.

	Nowka Gutierrez	09/27/2022
End User Signature (actual signature required)	Printed Name	Date
Chief Procurement Officer (signature required)	Date	

For use by Purchasing:
Date application received in purchasing: 9/27/2022 NMT Web Posting date: 9/27/2022 Expiration date: 10/27/2022

ONE CARD PARTNER

CDL has reviewed the dining system needs with our campus operations team and has recommended the Atrium campus one card system. As a new player in the Campus Card landscape, Atrium has brought a fresh approach to campus administration and controls. Plug-in modules allow you to only purchase the software functionality you need – not a one size fits all system for a premium price. Functionality beyond dining applications is endless, from access controls to laundry control, to housing assignments, and parking permits. Once the base system is in place, adding additional functionality is as simple as calling your Atrium account manager and working through the details.

In addition to the benefits for campus administration, students benefit from the simplified processes. With first-year students already facing an overwhelming number of tasks before they even begin classes, imagine a housing process that simply involves them checking a box for their room selection followed by a presentation of qualified meal plans for their chosen room tier, all loaded automatically into the one card system with no campus staff effort.

The Atrium mobile platform allows students to manage their students accounts online, anytime. Students can add additional Tech Dollars direct in the app, view their balances, access a virtual ID, among many other features. Parents can add funds to their students account from a dedicated web portal with almost instant availability to the student.

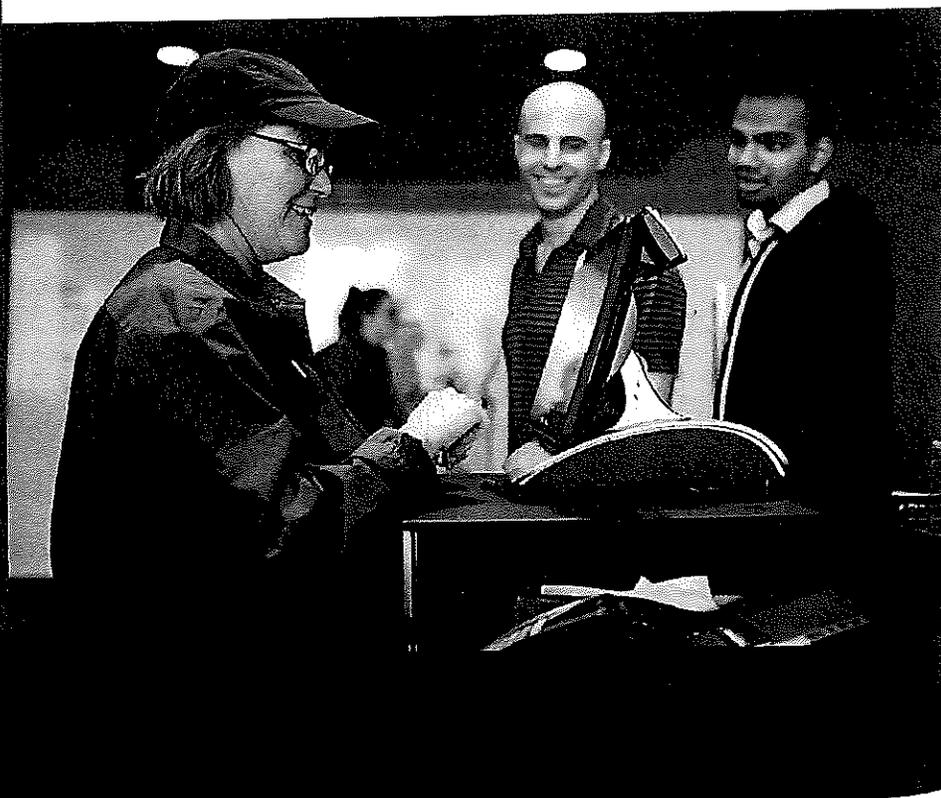
THE FUTURE OF POINT OF SALE

The traditional pattern of guests walking up to a cashier and placing their order is shifting. Whether this change is driven by wide adoption of mobile technology or recent events, the steps for ordering a meal are changing. Today, most students, faculty, and campus guests have a point of sale (POS) already in their pocket. With the power of mobile technology, guests can quickly tap through a few screens, customize their order, increase their order accuracy, and streamline operational fulfillment, all with the device that fits in their pockets. With the power of Mobile Ordering, we provide guests with a powerful yet quick and easy ordering option. Moreover, we increase revenue by increasing guest throughput and ensuring we capture all those order add-ons that can be missed with a traditional cashier selecting buttons on a screen.

While mobile may be more powerful and available than ever before, there are scenarios where a traditional point of sale aligns and supports our dining environment better.

Our overall approach to the New Mexico Tech POS system is a blend of traditional POS, mobile tablets, mobile ordering, and kiosks. Campus locations that are customer interaction driven – Fire & Ice, and the Golf Course Grill – will retain a traditional POS terminal while adding mobile ordering for those quick stops between classes. The Golf Course will also launch cart service with a mobile POS tablet – able to take orders and process payments right there at the Tee. The Dining Hall will retain a traditional POS for those customers not on a meal plan but will add two self-swipe kiosks for meal plan customers to swipe their ID and proceed through with barely a pause. Finally, we will add a mobile-ordering only Ghost Kitchen to offer meal service and snacks outside the hours of our traditional dining venues.

With the Atrium one-card system we have a choice of POS hardware providers. At this time, we would recommend either Infor or Agilysys as the POS vendor – with full integration into the Atrium meal plan system.



MOBILE ORDERING POWERED BY BOOST

Chartwells, through CDL, is pleased to offer Boost, our own proprietary mobile dining app.

Boost Mobile app is keenly attuned to our students and business needs. San Jose State University added Boost in the Fall of 2019 and recorded a 20% increase in year over year sales revenue from the same stores with mobile enabled.

Boost's dedicated internal support team and flexible back-end tools allows a campus to quickly flex with new retail outlets such as a pre-winter break pop up and exclusive to mobile ghost kitchens allowing exclusive chef driven menus to mobile users. All conveniently and quickly ordered for pick up or delivery.

Key Customer Features

- Customize meals and order ahead and pay
- Quick and easy reordering
- Favorites
- All retail, dining, and markets can be included
- ADA compliant
- Pay with credit, debit, Google pay/Apple pay, or declining balance
- Mobile wallet
- Biometric and face id login

Key Operations Features

- Robust backend admin tool allowing operators to control hours, menus, prices, and reporting analytics.

boost



INNOVATION

Having the support of a dedicated technology team that balances their knowledge of dining and hospitality with an eye on the future is a key differentiator for us. While some of the team pushes the innovation boundaries with key partners and solutions, they have a keen understanding of hospitality and that all technology is truly local.



COMPASS
DIGITAL LABS

