

Contract Summary

FOOD SERVICE

AWARDED SUPPLIER: Compass Group USA / Chartwells

CONTRACT NUMBER: K-17-01070

Effective Date: July 1, 2017

Expiration Date: June 30, 2022

Exclusive: Yes

HUB Vendor: Subcontracting HUB opportunities available

PRODUCTS AND SERVICES

This UH contract is for food services. Chartwells is the exclusive food service provider. Chartwells also offers non-exclusive catering services including florals, lighting, chair/table rentals, and audio/visual equipment. Chartwells offers the ability to open accounts for all divisions and departments.

SUPPLIER CUSTOMER SERVICE CONTACT INFORMATION

Phone Number: 713-743-2202

Email Address: catering@uh.edu

Website: <https://dineoncampus.com/uh/the-fresh-fork>

PRICING

Chartwells pricing is available on the standard menus. Customized service and menus are available for additional creations and pricing.

HOW TO UTILIZE THE CONTRACT

In order to procure services against this contract, divisions and departments should follow these steps:

1. Divisions and departments can select from popular menu options online at <https://dineoncampus.com/uh/the-fresh-fork>
2. In order to place an order, divisions and departments must request a CaterTrax user ID. The form to create a new account is located at <https://thefreshforkuh.catertrax.com/shopcustadminlogin.asp?custstat=new&intOrderID=&intCustomerID=>
3. After creating an account and selecting menu options, an order can be placed online or phone call.
4. Order minimums may apply based on menu selection, no additional delivery charges apply, standard lead time is 7 days. Orders placed less than 72 hours in advance, can only be placed by phone call and will incur a late fee of \$15.
5. Orders under \$1,200 can be paid by p-card, amounts greater can be paid by vouchers.

ADDITIONAL INFORMATION

This contract summary describes the key elements of the agreement.

Contract Manager:

Rosie Ashley

Program Director, Auxiliary Operations