From Original Contract for Operation and Management of Food Services (Section 3.c):
Contractor (Sodexo Management, Inc.) shall provide catering services to Georgia College (GC) on an
exclusive basis as provided in Section 4 of the RFP (Request for Proposals).

Detailed stipulations regarding catering are provided in Section 4.2.3 of the RFP, which is made part of the
Contract for Operation and Management of Food Services.

Catering guidelines include the following:

1. Food and beverage service for any college-sponsored/university-sponsored event will be provided
   exclusively by Sodexo. “College-sponsored” or “university-sponsored” is defined by either:
   A. GC funds (including Foundation funds) are supporting any portion of the
      event, OR
   B. The event is being held on University property (including central campus, west
      campus, athletic facilities, or any other University or Foundation property)

2. University Housing Student Programs and Recognized Student Organizations (RSO’s) may:
   A. Use Sodexo’s full catering services voluntarily and pay full price.
   B. Use Sodexo’s “For Student Organizations Only” catering guide to purchase
      food/beverage at discounted prices and self-serve the food/beverage at an
      event.
   C. Provide food/beverage on their own (from whatever source they desire) and
      self-serve the food/beverage at an event.

   ▪ University Housing Student Programs and RSO’s are permitted to use any of the above three
     options regardless of event location (although not adjacent to university dining facilities), size
     (number of guests), or purpose. (For example, if an RSO is sponsoring a party for local school
     children and they want to serve “Papa John’s” pizza, they are permitted to do so, even if
     University personnel are invited.)

   ▪ University Housing Student Programs and RSO’s may not “sponsor” events for other groups for
     catering purposes.

   ▪ University Housing Student Programs and RSO’s may reserve event space (as available)
     with a two-week or more notice, even if self-providing food for the event. A fee for a building/room
     supervisor may be required depending upon the time of the event. “Outside” food may not be
     served in event space adjacent to university dining facilities.

   ▪ At no time are University Housing Student Programs or an RSO permitted to use a caterer
     other than Sodexo.

Waivers

1. Waiver requests should be submitted via email to Kyle Cullars, Assistant Vice President for Auxiliary
   Services and Enterprise Development: kyle.cullars@gcsu.edu and copied to Brian Lee, General
   Manager for Georgia College Dining Services: brian.lee@gcsu.edu

2. Waivers are generally allowed in the following circumstances:

   ▪ For small, informal events where food is provided by the participants themselves and no
     University or Foundation funds are used for any part of the event.

   ▪ For fundraising events if food is donated by a private party and will not be sold.