**Question & Answer Summary**

**RFP #19-005**

**The Museum Shop at the New York State Museum**

**The New York State Education Department**

**July 16, 2018**

1. **Please provide monthly revenues for the last 3 years.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2015 | 2016 | 2017 | 2018 |  |  |
| Jan | $ 16,892.53 | $ 20,808.56 | $ 20,739.50 | $ 15,793.94 |  |  |
| Feb | $ 24,919.03 | $ 34,684.34 | $ 34,106.35 | $ 29,568.96 |  |  |
| Mar | $ 33,527.98 | $ 31,731.59 | $ 30,428.35 | $ 34,855.96 |  |  |
| Apr | $ 33,068.86 | $ 27,144.47 | $ 35,863.33 | $ 39,545.37 |  |  |
| May | $ 39,394.28 | $ 41,946.92 | $ 39,371.85 | $ 47,315.82 |  |  |
| Jun | $ 55,230.60 | $ 51,153.53 | $ 58,918.71 |  |  |  |
| July | $ 31,307.12 | $ 34,037.05 | $ 33,607.18 |  |  |  |
| Aug | $ 28,276.21 | $ 29,912.11 | $ 28,660.54 |  |  |  |
| Sep | $ 19,675.46 | $ 22,704.25 | $ 20,973.31 |  |  |  |
| Oct | $ 24,370.23 | $ 26,635.62 | $ 21,985.18 |  |  |  |
| Nov | $ 24,717.55 | $ 31,859.92 | $ 31,839.60 |  |  |  |
| Dec | $ 27,517.48 | $ 33,443.17 | $ 30,316.04 |  |  |  |
| Total | $ 358,897.33 | $ 386,061.53 | $ 386,809.94 | $ 167,080.05 |  |  |

1. **Do the revenues reported also have beverage sales included?**

Yes. Current operator has a small beverage display cooler in shop.

1. **Who currently does the purchasing for the museum?**

The current operator, Event Network, Inc., employs merchandise buyers for the NYSM Shop.

1. **What is the current retail org structure?**

The company retail org structure includes:

President & CEO>

CMO, CFO, and EVPs of Planning, Product, Purchasing, Stores, Technology and HR> Regional Store Support Teams and Buyers>

Store Manager>Assistant Store Manager>

Sales Associate.