Contract Summary

**FOOD SERVICE**

AWARDED SUPPLIER: Compass Group USA / Chartwells CONTRACT NUMBER: K-24-00428

Effective Date: July 1, 2023

Expiration Date: June 30, 2037 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](mailto:catering@uh.edu)

Website: https://dineoncampus.com/uh/fresh-fork-catering

# 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/fresh-fork-catering](https://urldefense.com/v3/__https:/dineoncampus.com/uh/fresh-fork-catering__;!!LkSTlj0I!Aa6WZBQkcfm-ujSNeIUM3ECKk1TbaQ6yO0fUJDTgUp-Fka_9Q0tkqc399NU3Zv9SA8JItXXevLWVpCYm5WrIaMPruK8kA3YDGWw$)

2.     In order to place an order, divisions and departments must request a Spoonfed user ID. The form to create a new account is located at [https://api.getspoonfed.com/1357/university-of-houston/register/](https://urldefense.com/v3/__https:/api.getspoonfed.com/1357/university-of-houston/register/__;!!LkSTlj0I!Aa6WZBQkcfm-ujSNeIUM3ECKk1TbaQ6yO0fUJDTgUp-Fka_9Q0tkqc399NU3Zv9SA8JItXXevLWVpCYm5WrIaMPruK8kkcFogWs$)

3.     After creating an account and selecting menu options, an order may be placed online via email to [catering@uh.edu](mailto:catering@uh.edu) or via phone call at 713-743-2202.

4.     Order minimums may apply based on menu selection; no additional delivery charges apply. Standard lead time is seven days. Orders placed less than 72 business hours in advance may only be placed by phone call and will incur a $25 late fee.

5.     Orders under $1,200 may be paid by p-cards or vouchers. Orders greater than $1,200 must be paid by vouchers.

# ADDITIONAL INFORMATION

This contract summary describes the key elements of the agreement. Contract Manager:

DaNesha Allen

Senior Director, Auxiliary Services