



# Department of Purchasing & Contract Compliance

*Felicia Strong-Whitaker, Interim Director*

Fulton County, GA

December 9, 2015

Re: 16ITB99558C-DR– Modular Furniture & Free Standing Furniture

Dear Bidders:

Attached is one (1) copy of **Addendum 1**, hereby made a part of the above referenced 16ITB99558C-DR– Modular Furniture & Free Standing Furniture.

Except as provided herein, all terms and conditions in the Bid referenced above remain unchanged and in full force and effect.

Sincerely,

*Charles Leonard*

Charles Leonard  
Chief Assistant Purchasing Agent

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Fulton County, GA

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This Addendum forms a part of the contract documents and **modifies** the original ITB documents as noted below:

## Question(s) submitted for clarification

1. **Q:** On page 22, section C, does a flat rate for disposal of product need to be only one flat rate, regardless of whether we are moving it to another spot in the same office? Or to a different floor? Or to a different building altogether? These 3 examples will typically have very different rates based on the scope.

A: The Flat Labor Rate should include all services for completing the job. SOW varies per job but typically tearing down, rebuilding, relocating workstation.

2. **Q:** Under Instructions to Bidders, Section 2 (Bid Preparations), it states, "All bids must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the bid by the Bidder." As the quantity of work stations may vary anywhere from 50 to 400, a volume discount may apply with higher quantities. Would adding this as an addendum to the pricing (i.e., "for X number of work stations or more, price would be Y dollars per station") be considered a "special condition" and thus not allowed?

A: Pricing should be submitted for specified plans/layouts requested in bid document. Should the County require additional plans/layouts, these items would result in a new solicitation

3. **Q:** The panel specification states on page 27 states:

A: Panel thickness shall be 2"nominally.

4. **Q:** Is a 3" panel thickness acceptable?

A: Panel thickness of 2" applies to matching exiting equipment owned by FC; matching Steelcase 9000 or AIS MWALL systems. Thicker panels of 3" or wider will be accepted where and when there are workstation being replaced for office renovations and improvements.

5. **Q:** Can you provide tiled panels or monolithic panels?

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A: Preferred monolithic panels because of lower cost, tiles panels will be accepted.

6. **Q:** Can you open panels?

A: Preferred monolithic panel system.

7. **Q:** Price sheet has portion for 65" or better?

A: Panel should be available in various heights from about 41" to 80" high.

8. **Q:** The contract is for 1yr with /2yr renewal options for a total of 3yrs, does the pricing change per year?

A: The renewal is based on the original pricing, with renewal based on vendor performance each year.

9. **Q:** How many workstations have been purchased over the last 3 years of the existing contract?

A: Total numbers purchased was not identified, but the maximum spending authority of 250K per year for the contract has been reached per year, including workstation, office furnishings, seating and FF&E procurement for renovation projects have been purchased through the contract.

## ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the bid due date and time of **December 16, 2015 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_

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Fulton County, GA

Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

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