



Fulton County, GA

Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Interim Director

November 19, 2012

RE: 12ITB092812K-NH OFFICE FURNITURE, FIXTURES & EQUIPMENT SUPPLY AND INSTALLATION FOR THE ATLANTA-FULTON PUBLIC LIBRARY SYSTEM CAPITAL IMPROVEMENT PROGRAM – PHASE I

Dear Vendors:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced ITB.

Except as provided herein, all terms and conditions in the ITB number **12ITB092812K-NH OFFICE FURNITURE, FIXTURES & EQUIPMENT SUPPLY AND INSTALLATION FOR THE ATLANTA-FULTON PUBLIC LIBRARY SYSTEM CAPITAL IMPROVEMENT PROGRAM – PHASE I** remain unchanged and in full force and effect.

Sincerely,

Nancy Harrison

Nancy Harrison, CPPB
Assistant Purchasing Agent

Winner 2000 - 2011 Achievement of Excellence in
Procurement Award • National Purchasing Institute



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

- The bid due date has been changed to **Monday, December 10, 2012 at 11:00 am.**
- The County is **not** requiring Bid, Payment & Performance Bonds for this procurement.

ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned bidder acknowledges receipt of this addendum by returning one (1) copy of this form with the ITB package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by **Monday, December 10, 2012 at 11:00 am** as stated in this addendum.

This is to acknowledge receipt of Addendum No. 2, _____ day of
_____, 2012.

Legal Name of Bidder

Signature of Authorized Representative

Title

Clarifications

Q1a. Section 7, Scope of Work and Technical Specifications, Item Description, Group F, pages 50 of 60 and 51 of 60, there are two incorrect numbers.

Manufacturer & Number	<u>Incorrect</u>	<u>Correct</u>
Smith Systems	212096	21096
Smith Systems	212092	21092

Q1b. A list of Approved Substitutions will be forthcoming.

Questions and Answers

Q2. Do you have any information concerning the release of the minutes from the pre-bid meeting and the attendee sheet from November 6th?

A2. Refer to Section 1, Instructions to Bidders, 2, Pre-Bid Conference regarding minutes and regarding official communications. The attendee sheet from the pre-bid conference is posted on the Purchasing website.

Q3. CAD Drawings -- are there any drawings for the new and existing libraries?

A3. No, the drawings are not available.

Q4. Installation -- should our installation charge be based per building or per item?

A4. Installation charge should be based per item.

Q5. General Conditions – 45 day time period?

A5. See Section 9, General Conditions, Item 9.1

Q6. Bid Pricing – are you asking for it to be held? If so, how long...please confirm?

A6. Yes – Three (3) years

Q7. Item Numbers -- in Group D the numbers on the station drawing don't match/coincide with the numbers under the components list. Please confirm/clarify?

A7. See Addendum 1, Clarification A

Q8. Purchase Orders -- will all furniture be purchased and installed at one-time OR separately as needed?

A8. Separately, per project schedules.

Q9. Total Bid Items -- does this bid represent ALL the furniture that will be required for each of these libraries?

A9. No, the County will also post future Construction Manager(s) Provided and Installation FF&E bid packages.

Q10. Bid Questions – the bid leads us to believe that all questioned will be answered after the November 16th Deadline. If this is correct, if there is any way to answer questions sooner – maybe weekly – it would be very help as some answers are needed sooner than later in order to move forward with the bid process.

A10. Addendums will be posted as determined by the County.

Q11. What if any are the approved equals for manufacturers for all items for this ITB?
Item 100

A11. See Addendum #1, A7

Q12. Item 100 - On the bookcases what is the actual number of shelves and height?
A12. See Addendum 1, Section 7, Scope of Work and Technical Specifications, Item Description, Group A, Item Number: 100

Q13. Item 100 - On the hutch, free standing or wall mount?
A13. See Addendum 2, Refer to A12 response. Item100 does not specify a hutch.

Q14. Item 100 - On the keyboard tray, CPU holder, Monitor arm, and LED lighting, do these items need to be Global?
A14. See Addendum #1, II, Questions and Answers, A7.

Q15. Items 200 - Spec calls for grade 2, is grade 1 acceptable if it meets design and durability requirements?
A15. See Addendum #1, II, Questions and Answers, A7 regarding substitutions.

Q16. Item 400 - What is the height locations of the panel system for the 6X8 station?
A16. See Section 7, Scope of Work and Technical Specifications, Item Description, Item 400, page 22 of 60.

Q17. What panel (S) do you want the slat wall?
A17. Slatwall must be available. Location and additional accessories will be determined at a later date.

Q18. Do you want the panels to be powered, if so what panels need to be powered, how many duplexes, power base feeds or ceiling power feed?
A18. Yes

Q19. Do you need voice data jacks.
A19. Yes

Q20. What size overheads and where will they be located.
A20. See Section 7, Scope of Work and Technical Specifications, Item Description, Item 400, page 22 of 60.

Q21. What do you want us to quote, monolithic, segmented or frame and tile system?
A21. See Section 7, Scope of Work and Technical Specifications, Item Description, Item 400, page 22 of 60.

Q22. If the panels are tackable, do you need a tack board?
A22. See Section 7, Scope of Work and Technical Specifications, Item Description, Item 400, page 22 of 60.

Q23. Do we just quote a typical of each station or do you have an auto cad to send for space planning and a more accurate price of each station?
A23. Yes, quote a typical of each station

Q24. Do you have an approximate completion date for each location? If so please elaborate of a tentative completion date for each library.
A24. This information is not available at this time.

Q25. Is there a loading dock? For installation we will need drawings each library to accurately add in installation.

A25. Designs are not yet complete; therefore this information is not available.

Q26. Can we assume all general contractors will have completed the libraries and all access to the buildings will be ready to accept furniture without interference from contractors.

A26. No

Q27. If construction is delayed and products are in storage will you make a provision that the manufacturers are compensated for product only as manufacturer terms are net 30 day when product is shipped and product is in storage for as an example 6 months before one of the libraries may not be able to accept furniture?

A27. See Section 11, Pricing Forms, and Warehousing regarding additional storage

Q28. Are there any federal funds involved or if Fulton County can access GSA pricing?

A28. No and there is no GSA requirements.

Q29. I have a question on the Item # 202, Stack Chair. I see the spec for the chair and on that spec, the dolly is mentioned on page 19 of 60, but I do not see a spec for it. Is there a separate spec for the dolly? Please let us know how to price the chair with or without the dolly.

A29. See Clarification 2, for specifications for a dolly with lockable castors. The dolly will be priced separately. Please use the new pricing forms included in Addendum 2.

Q30. First Office Staks provided a Casgood mock-up for Item #100, is this an acceptable and approved alternate?

A30. See Addendum #1, II, Questions and Answers, A7.

Q31. First Office Staks also provided a System Furniture mock-up for Items #400-403, is this an acceptable and approved alternate?

A31. See Addendum #1, II, Questions and Answers, A7.

Q32. Can you please provide the addresses for the different libraries included in this bid?

A32. See Addendum #1, II, Questions and Answers A9.

Purchasing Questions

Q33. Electronic Documents -- can the bid forms -- to be filled out on -- be provided for ease of submittal?

A33. Forms are provided in PDF format only. All bid responses have to be in hard copy.

Q34. Addendums -- where will they be posted?

A34. On the County website at www.fultoncountyga.gov under "Bid Opportunities"

Risk Management Question

Q35. If only items/sections are below \$200,000.00 do you still need all the bonds required in the ITB?

A35. The County is not requiring Bid, Payment & Performance bonds for this procurement.