



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Solicitation

NUMBER
01141209

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
CRYSTAL RINK 304-558-2402

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DIVISION OF HIGHWAYS  
 DISTRICT ONE  
 1334 SMITH STREET  
 CHARLESTON, WV  
 25301 304-558-3012

DATE PRINTED
05/05/2014

BID OPENING DATE: 05/14/2014 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 03						
THIS ADDENDUM HAS BEEN ISSUED TO MODIFY THE ORIGINAL SOLICITATION PER THE ATTACHED DOCUMENTATION.						
0001	1	EA		425-94		
	MODULAR FURNITURE					
***** THIS IS THE END OF RFQ 01141209 ***** TOTAL:						

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**SOLICITATION NUMBER:** 01141209  
**Addendum Number:** 3

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The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

To change the bid opening date to May 14, 2014 at 1:30 PM EST

To provide answers to the final technical questions

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

01-14-1209

Addendum #3

QUESTION ONE:

All stacks are noted to be 16" high. We asked if 14" high would work, the answer given was, as described in the specs, all stacks are 16" high. We cannot provide 16" high, ours are 14" high.

ANSWER:

Although this is a statement rather than a question, we have determined that stackers should be a minimum of 14" and a maximum of 18" high will be acceptable.

QUESTION TWO:

Top rail of glazed add-on was to provide top wire management. Ours do not have the top wire management feature. Is this critical?

ANSWER:

It has been determined that the top wire management feature is not a critical issue.

QUESTION THREE:

Hinged overhead doors are not available with our manufacturer. Can an overhead with a flip door work?

ANSWER: No.

QUESTION FOUR:

Tack boards with sizes are not noted in the drawing for the stations as stated in the bid document. Since they are size specific to the panels, that information needs to be known, where WV DOH wanted them.

ANSWER:

Tack boards shall match the width and height of the panel beneath the overhead cabinets.

01-14-1209

Addendum 3 continued

QUESTION FIVE:

Power was mentioned that is was coming from the ceiling to the stations, locations of power poles are not noted in the drawing. That can change how connections are made. (Some of the stations could be powered by a whip from the wall.) Please advise.

ANSWER:

We have included drawings of the power drops. Not all workstations have power coming from the ceilings.

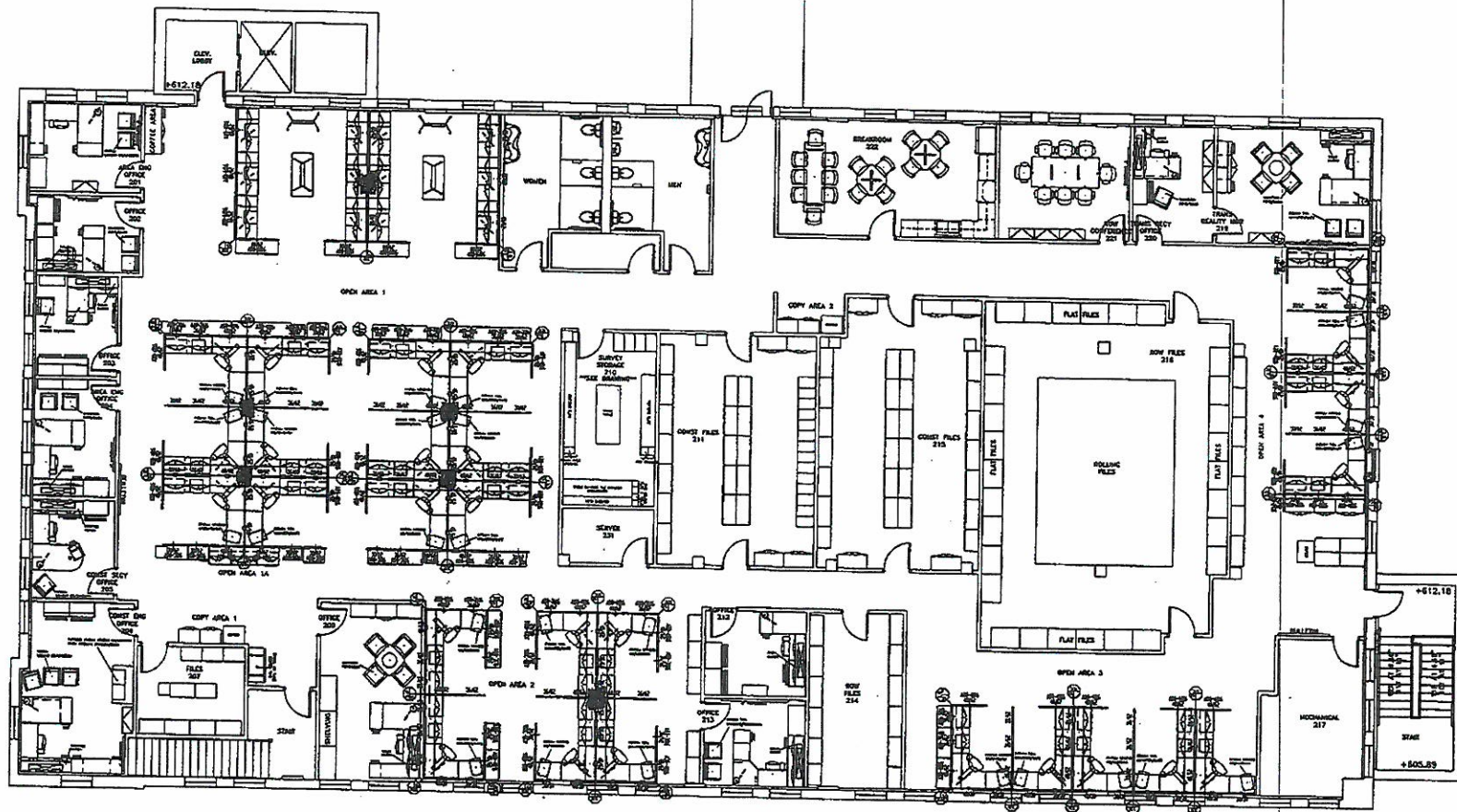
QUESTION:

Question 27 (F) do the drawers have to be 12" high? Can they be slightly larger in height? Answer: 12" high is preferred due to the location of windows and placement of lateral files. What is the height of the windows?

ANSWER:

Yes, the lateral files may be higher than 12", as long as they not block any windows in the building. The height of the windows is 4' 4".

In reference to the other statements regarding the quality of product listed in the specifications, please reference page 9, number 10-Alternates of the General Terms and Conditions of the solicitation.

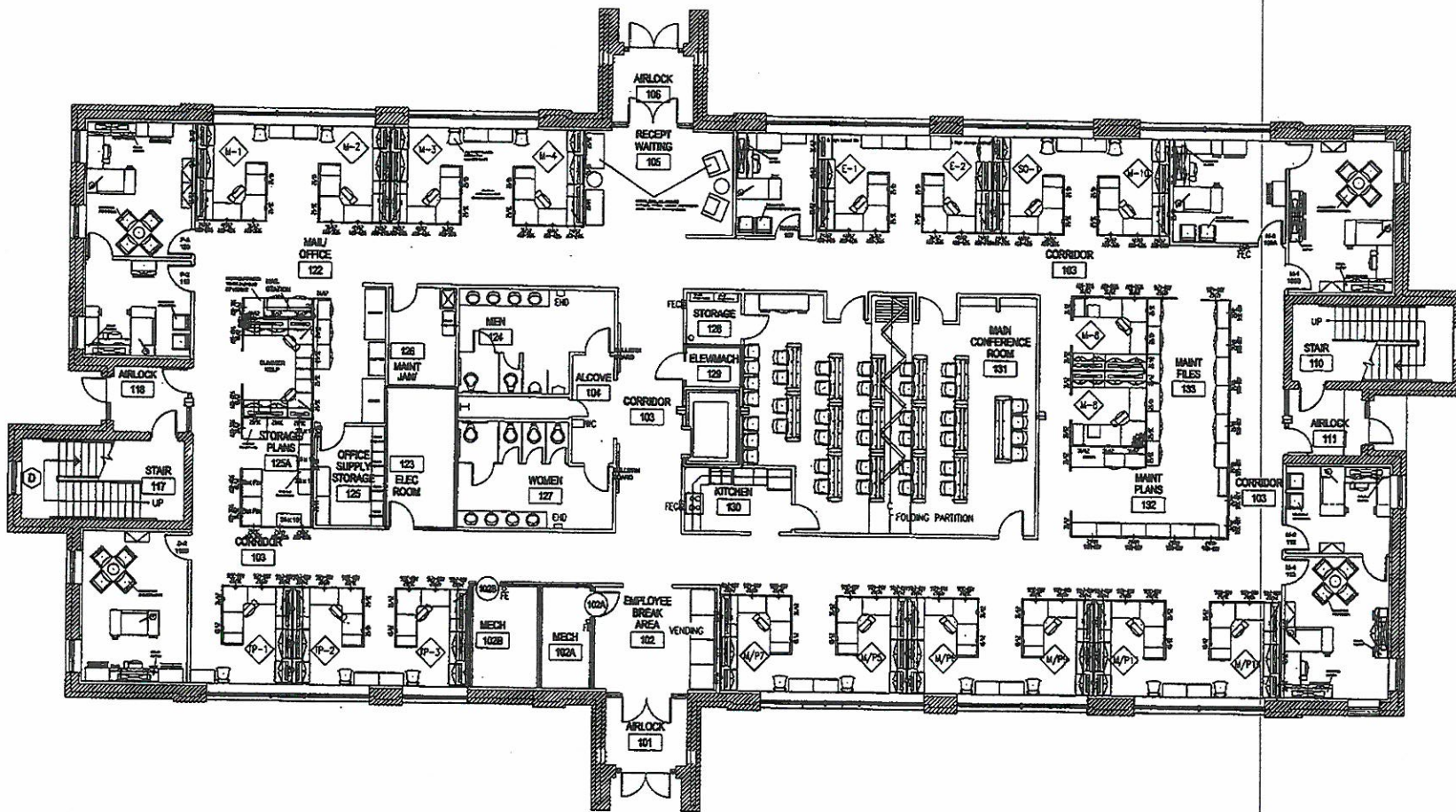


SRC BUILDING - 2ND FLOOR

SCALE: 1/4" = 1'-0"

Exhibit A - 2nd floor

■ - Ceiling Props



DISTRICT 1 BUILDING - FIRST FLOOR

SCALE: 1/4" = 1'-0"

Exhibit B - first floor

■ - ceiling Drops

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 01141209**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

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Company

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Authorized Signature

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Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012