



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

Solicitation

NUMBER
DPS1453

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
TARA LYLE 304-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE
 SOUTH CHARLESTON, WV
 25309 304-746-2141

DATE PRINTED
09/29/2014

BID OPENING DATE: 10/09/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 7		
				SEE ATTACHED PAGES.		
				END OF ADDENDUM NO. 7		
0001	1	JB		425-94		
				MODULAR FURNITURE		
***** THIS IS THE END OF RFQ DPS1453 ***** 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: DPS1453
Addendum Number: 7

The purpose of this addendum is to modify the solicitation identified as DPS1453 ("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:

1. The bid opening has moved from 09/30/2014 to 10/09/2014. The bid opening time remains at 1:30 pm.
2. Responses to vendor questions attached.
3. Drawings attached.

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.

DPS1453
ADDENDUM NO. 7

Questions:

Q1: Panels – In Section 3.3 under general requirements, it states that all panels are to be 62”H. On the drawing, it shows the majority of the modular panels as being 46”H yet in the spec’s it calls for various panels heights. I need clarification for all modular panel heights. Room 203 (all panels are 30” to 46”H). Room 145 (panels are 78”H), Rooms 131, 141, and 143 (on the drawings it shows a height of 46”H. Flippers can’t be hung from panels that are 46”H. Then on the typical workstation it shows the panels with the flippers being higher than the others. Overall I just need clarification of hall modular panel heights. The measurements on the spine of the cubicles cannot be read. Are all of the L-shape stations the same size? We can’t read on the drawing.

A1: See attached drawing is attached of panel sizes only to scale. The majority of the panels are 46” high, there are other height panels, please see drawing to verify. The “hinged door” not flippers are top mount hung not panel hung so they can attach to the 46” high panels. Please see drawing attached for sizes of workstations.

Q2: Will the electrical for the modular workstations be provided through the ceiling? If not, I need to know where.

A2: When panels are against the walls use base feeds where applicable, if panels are out from the walls please specify top feeds.

Q3: Where are the power feeds in each of the private offices?

A3: The only offices that have power feeds are the ones with workstations and they are on the walls where the workstations are butting up to.

Q4: Room 143 – There looks to be a common area with panels and peds...are they both to be FF? Is this standing or sitting height?

A4: There are 2 common areas in 143. One is a printer area with 2 f/f pedestals and is sitting height, the other area are 2 ea. 3 high storage cabinets with common top.

Q5: It is also stated in Section 3.2 that all panels need to be acoustical but not mentioned in the specs. Should they be acoustical?

A5: The acoustical rating is under panels in the specifications. .50 or greater NRC and 22 or greater STC.

Q6: Are these fabric or hard surface panels and if they are fabric, what grade or fabric should be priced out?

A6: The panels are fabric, price out grade A.

Q7: Do the offices need keyboard trays or pencil drawers?

A7: Please see specifications, keyboards are required on workstations, pencil drawers are not.

Q8: Do we need to specify quality levels for filing cabinets?

A8: Grade A level file cabinets.

Q9: Are all of the flippers going to hold binders and if not, which ones will? That will need to be extra deep shelving.

A9: Specify "hinged door" overheads to hold binders.

Q10: Should all of the workstations have 1 vertical and 2 horizontal paper bin priced out? If not, which ones need them?

A10: There is no paper management.

Q11: I will need quantities for any miscellaneous accessories such as coat hooks etc.

A11: There are no coat hooks specified on project.

Q12: Are all task chairs to be quoted out as ergonomic? I need to know how many will need to be ergonomic versus a regular task chair.

A12: All chairs are ergonomic – all requirements are listed in specifications.

Q13: Will we need to provide an owners manual and assembly/disassembly instructions for panels/modular stations?

A13: No.

Q14: Will we need to supply training to representatives of the modular product so they can take down, and repaid panels?

A14: No.

Q15: Room 101 – Training tables – will the finish be chose once the bid is awarded? Will they need markers and a tray for the information boards?

A15: Please see specifications, markerboard is listed.

Q16: Room 102 – Break room – on the seating, is the seating to be painted or chrome? Chrome is usually an up charge. What is the table finish selection?

A16: Chair must be available in both chrome and painted finish.

Q17: On the flippers in the modular work stations – do the doors need to be 2-hinged? And are they to be fabric or hard surface? If fabric, I will need to know the grade or fabric.

A17: The doors are to be 2 hinged in painted finish.

Q18: I need to know what is wanted in each cubicle concerning the peds (BBF, FF, or BF) and is there a finish chosen?

A18: There are no finishes selected as of yet. Please see attached drawing, one BBF in each workstation.

Q19: What is the trim selection for the panels?

A19: Trim selections have not been made yet.

Q20: Do the work surfaces for the modular product need to have grommet or will the space between the work surface and the panel be enough (about a half inch opening)?

A20: Per the specifications, there needs to be a wireway, 1/2" is not wide enough for a cord to go through.

Q21: Room 131 and 143 – Has a finish been chosen for the file cabinets? What is the finish for the common top? Should it match the work surfaces in the same area? Is this standing or sitting height?

A21: Room 131 is sitting height, Room 143 was answered in question #4.

Q22: Guest chairs throughout the building – what is the fabric or grade?

A22: Grade A or Grade 1.

Q23: The wardrobe/storage cabinet in the offices 0 should they be laminate or metal?

A23: Please see specifications, all products in private offices are to be laminate.

Q24: Do they want tack boards at the modular workstations> If so, what grade?

A24: Please see specifications on tackboards.

Q25: Peds are to be used in the offices (casework) I need to know if they are BBF, FF or BF

A25: Please see attached drawings for answers on pedestals.

Q26: Do the workstations need task lights or pencil trays?

A26: It mentions in the specifications that workstations have tasklights.

Q27: Do you want locking doors on all of the storage cabinets?

A27: Yes, all locking.

Q28: Room 203 – I need the sizes of the work surfaces and their dimensions to be clarified.

A28: See attached drawing for Room 203.

Q29: On the wire shelving – the spec calls for 750 lb weight capacity per shelf...is that correct? That is usually the specs for x-ray shelving.

A29: There is no wire shelving on this bid.

Q30: Room 146 – Is shows mobile filing in this room. Is that something we can bid out?

A30: No mobile filing to bid on.

Q31: When storage cabinets are referenced as having a black interior, is that the finish for the whole cabinet or just the inside?

A31: Just the inside of the cabinet.

Q32: In rooms 119, 149, and 219, do they want task chairs around the conference tables or guest chairs?

A32: Room 119, 149, 219 are wood frame side chairs.

Q33: In rooms 121, 123, 132, 137, 139, 144, and 145, I need to know grommet placement in the D-top desk, the bridge and the credenza.

A33: End user will decide the location of the grommets.

Q34: In room 203, can we make the center station standing height with cantilevers only? What are the work surface dimensions?

A34: 24" x 24", yes, standing height.

Q35: I need to know the fabric or the fabric grades for the stools

A35: No fabrics have been decided, use grade 1 or grade B.

Q36: Conference Room: How many power blocks are needed per table?

A36: Please see attached drawing. The power blocks are located on head table only, the exact placement is noted on drawing.

Q37: Will they be hard wired or corded?

A37: Corded.

Q38: Will there be one telecom plate per table? What will they be using them for? Do they need the RJ11 Cat 3 phone or RJ45 Cat 6 connectors? I just need more details.

A38: Please see specifications for this information.

Q39: I need to know the fabric or grade for all of the seating in the room

A39: Please see specifications for this information.

Q40: Information boards – can they be sliding or just one long unit?

A40: Please see specifications for this information.

Q41: I have been looking over the modular portion of this bid (pricing pages) compared to the drawing and the quantities are not matching up in some areas. Am I supposed to go by the quantities on the pricing pages or the drawing?

A41: Follow the quantities on the pricing pages.

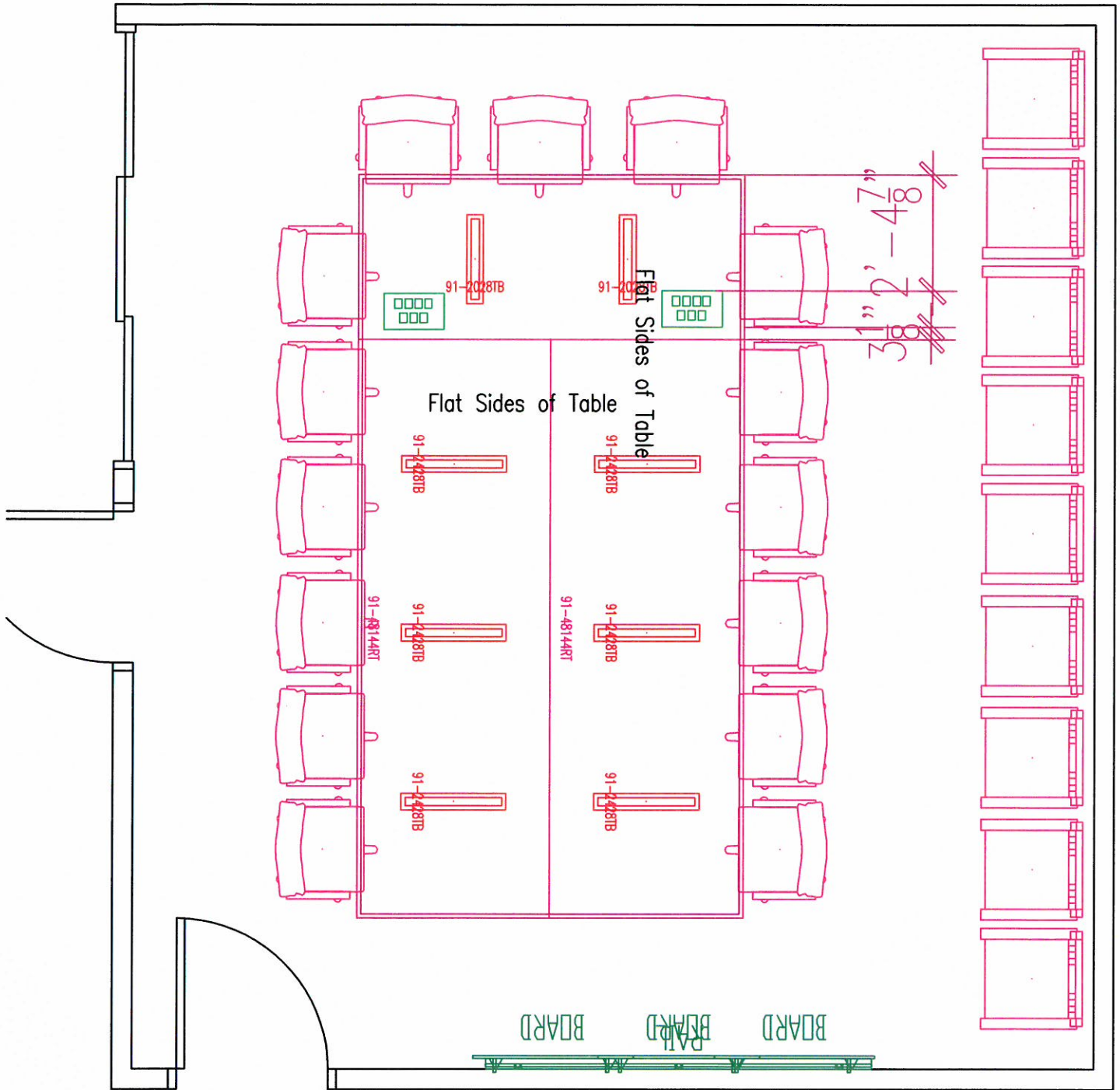
Q42: Do I have this correct:

- Item 21 – Qty 3 – Lounge Chairs with arms
- Item 22 – Qty 10 Lounge Chair Armless
- Item 23 – Qty 1 – 3 Seat Sofa, Open Back Armless
- Item 24 – Qty 1 – Storage Table
- Item 25 – Qty 1 – Corner Table

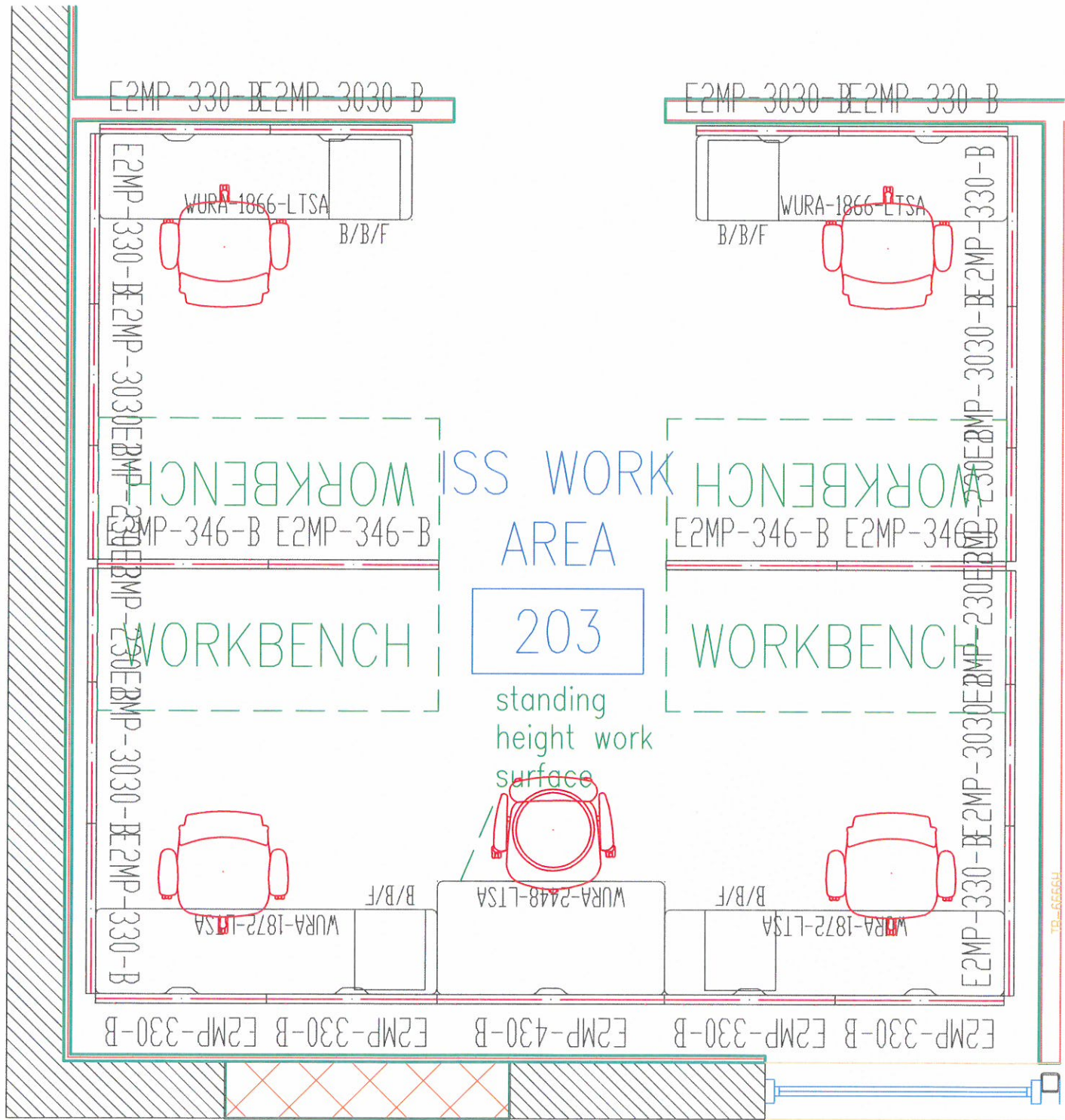
A42: Yes.

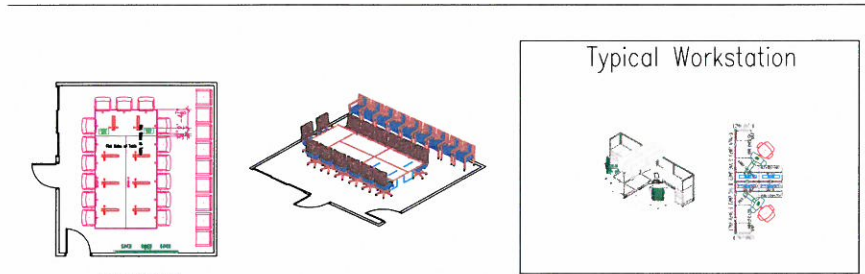
Other Information:

1. The bid opening has moved from 09/30/2014 to 10/09/2014. The bid opening remains at 1:30 pm.
2. Five (5) drawings attached.

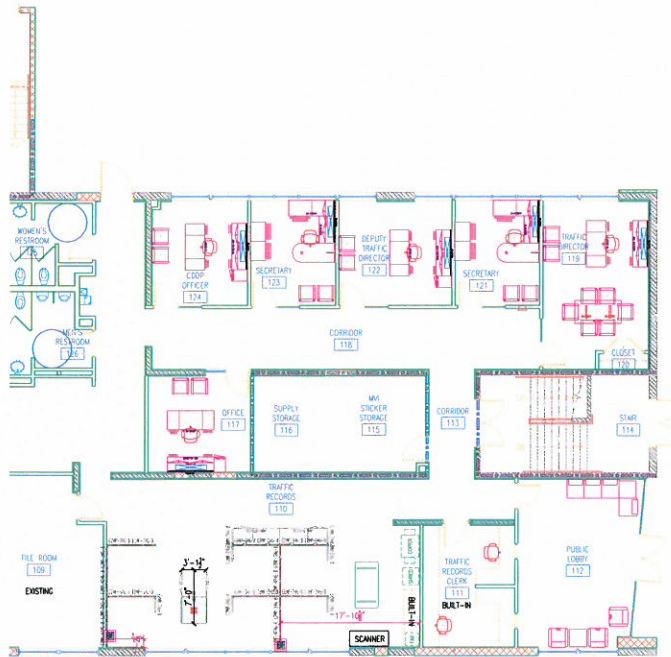


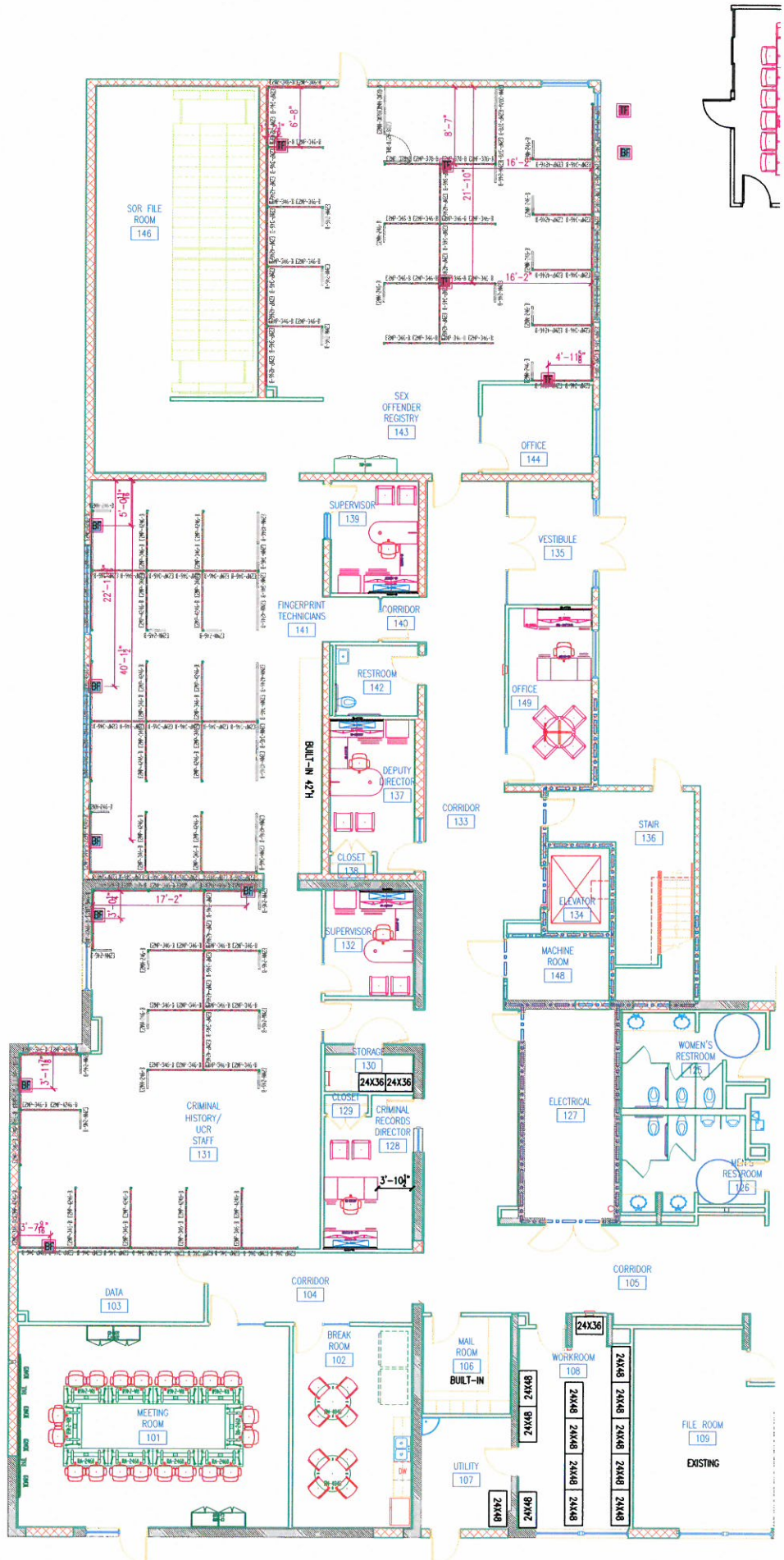
OLD CONFERENCE ROOM





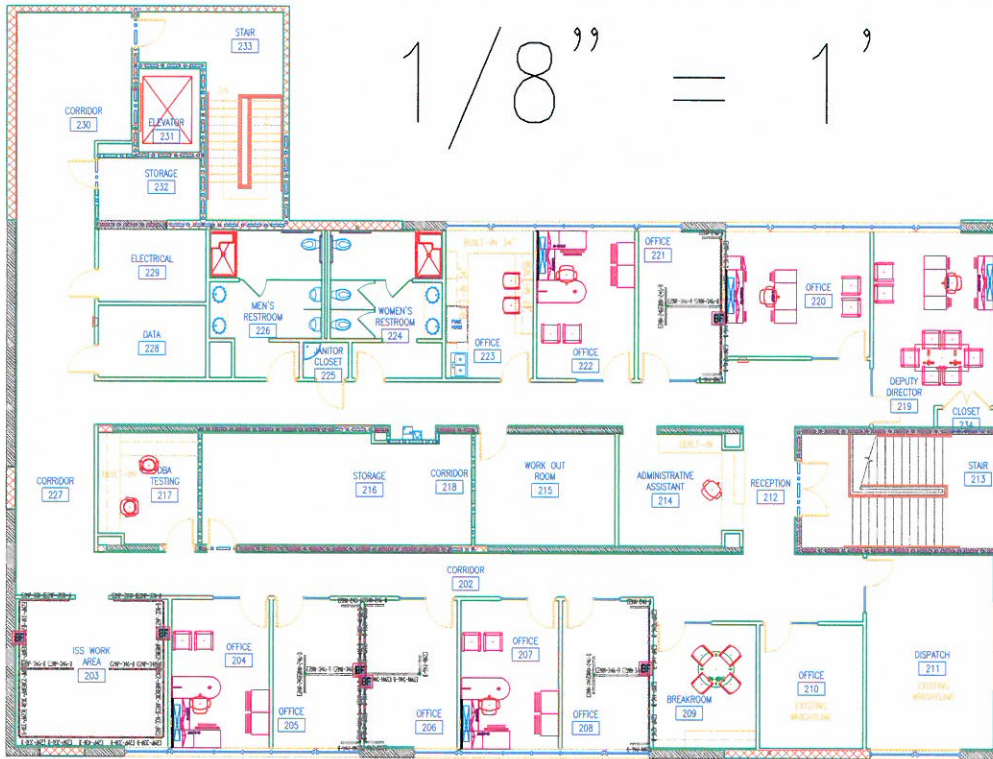
First Floor WV State Police 1/8" = 1'





Second Floor WV State Police

1/8" = 1'



ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DPS1453

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 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.

Company

Authorized Signature

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.