

## Addendum 1

# INVITATION TO BID Furniture, Fixtures, Equipment with installation. Closing Date 6/3/2022 (unchanged)

### Section 2.2 BACKGROUND INFORMATION changed as follows:

Thurston County Central Services Dept. is currently undertaking a project to relocate tenants currently located in 2000 Lakeridge Dr. S.W. to a leased facility located at 3000 Pacific ave. Olympia, WA. It has been determined that all furniture, fixtures and Equipment (FFE) will be purchased new for this relocation. The construction schedule for this project currently indicates construction completion NLT 8/15/22. It is our hope that furniture will be installed and ready for use by this date. Due to the critical nature of the furniture delivery and installation relative to this schedule, evaluation criteria have been added to incentivize early delivery and installation.

If Contractor achieves Substantial Completion under the Contract Documents on or before **July 29, 2022** (the "First Early Completion Date"), Thurston County will pay the Contractor an additional \$150,000. If Contractor achieves Substantial Completion under the Contract Documents after the First Early Completion Date and on or before **Aug 29, 2022** (the "Second Early Completion Date"), Thurston County will pay the Contractor an additional \$100,000.

### Section 4.2 BID CONTENTS changed as follows:

THE REQUIRED BID CONTENTS AND ORDER OF THE CONTENTS FOR THE BID SHALL BE ASFOLLOWS.

Cover Letter: Name, address, phone number, fax number, email address, date of submission, and ITB number shall appear on the cover letter to be evaluated

Bidder's Qualifications and Experience: Bidders shall provide evidence of qualifications by submitting the following: A list of projects of similar size and scope to this project. The information about each project shall include the following:

- Owner's name and contact information for the owner's representative
- Awarded contract amount
- Final contract amount
- A description of the scope of the project and how the project is similar to this project

Cost Bid: Submit a Firm-Fixed Price Quote for all work described in the ITB package. Provide supporting documentation for estimated hours, hourly labor rates and calculations for design, project management, security, delivery and installation. Describe methods used to calculate quantity of the various types and sizes of workstation. Prevailing wage is required for this project.

Technical Specification Sheets: Provide product manufacturers data; explain how products meets or exceeds specification requirements. Do not provide non-requested information or technical specification books. Show that the products meets the basis of design intent, has comparable finishes and fabrics that meet the specifications, comparable color palette, etc.

#### Project Schedule:

The schedule shall show when the Contractor plans to begin and complete all deliveries and installation work, identify significant milestones to include design, ordering, delivery, installation, punch-list, and deliverable documents; show each major phase of the project begin and end times. Anticipated 4-week schedule to deliver and install furniture. Effort to be phased by area and floor as appropriate for larger construction schedule.

Construction schedule is dynamic and is subject to variation due to supply chain issues, etc. Contractor must be able to integrate into project team and work together to deliver and install furniture as areas of construction are completed. Thurston County has a required by delivery and installation date of no later than **9/06/2022**.

Bidder Responsibility Form:

The Bidder shall submit a completed Responsibility Form provided in attachments.

**In response to Pre-bid Inquiries received, the following information is provided to assist in responding to the above referenced invitation to bid**

## QUESTIONS AND RESPONSES

1. **SEA-21-013 Furn Items for ITB 021622 (PAGES 10 +11):** Please confirm you would like ALL panels to be 50”H?

Thurston Co. Response - Bidder to specify MFR standard height for their system. 48” minimum panel height (50” approximately preferred) with a system that has the option to add height up to 72” after installation, please include add alternate pricing per workstation typical to include 72” high panels.

2. **SEA-21-013 Furn Items for ITB 021622 (PAGES 10 +11):** Can you clarify workstation cubical size per cube for WS01- WS06?

Thurston Co. response - See plans for correct workstations sizing and configurations.

WS-01 – 5’ x 8’

WS-02 – 6’ x 6’ (plans are showing shared spine with storage accessed from both sides)

WS-03 – 6’ x 7’ – 6”

WS-04 – 6’ x 5’

WS-05 – not used

WS-06 – 8’ x 9’

3. **SEA-21-013 Furn Items for ITB 021622 (PAGES 10 +11):** Are 3 or 6 power outlets per person acceptable for station power?

Thurston Co. response - 3 as a typical with and add alternate for 6

4. **SEA-21-013 Furn Items for ITB 021622 (PAGE 1):** Please confirm that task seating should be fully adjustable/ergonomic?

Thurston Co. response - YES

5. **SEA-21-013 Furn Items for ITB 021622 (PAGE 3):** Please clarify configuration for overhead storage in the private offices (closed/open/sliding doors/Hinged doors etc.)

Thurston Co response - OPEN

6. **SEA-21-013 Furn Items for ITB 021622 (PAGE 3):** Private office typical shows tackboard and markerboard above return, would you like either of those priced in our response?

Thurston Co response - Yes, price as alternate items.

7. **ITB FFE – 4.1 | Bid Due Date and Time:** Will electronic copies suffice for bid submittal?

Thurston Co. response – No. All proposal submissions need to be hard copies delivered to location indicated in ITB documents at the time specified. They will be opened at time and place indicated in ITB.

8. **ITB FFE – 4.2 | Bid Contents (Cost Bid):** Are we able to visit site prior to bid submittal for more accurate labor quoting? If yes, please advise who we should coordinate with.

Thurston Co. Response – No

9. **ITB FFE – 4.2 | Bid Contents:** For bid submittal, would you like each manufacturers warranty statement included?

**Thurston Co. response - Yes**

10. **ITB FFE – 4.2 | Bid Contents (Technical Specification Sheets):** For bid submittal, would you like typical drawings showing details of workstations?

**Thurston Co. response - YES**

11. **ITB FFE – 4.2 | Bid Contents:** For bid submittal, would you like us to include a management plan or strategy? Any information about the team you would be collaborating with?

**Thurston Co. response – Yes.**

12. **General** - The original solicitation was awarded on 4/15 and this next solicitation will not be awarded until 6/21. Is 8/22 going to remain a hard finish date for the furniture and installation to be completed? There has been a 2-month extension of time between original award and potential new award but yet the finish date remains the same. Will that be looked at by the county and adjusted for timing and a realistic understanding of supply chain issues.

**Thurston County response – Verbiage has been revised per the following –**

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13. **Section 2.2 – Paragraph 2** – Early substantial completion dates remain the same in the new ITB yet 2 months have expired since the original posting. Will those dates be extended to be achievable by a successful bidder?

**Thurston County response – Verbiage has been revised per the following –**

**Construction schedule is dynamic and is subject to variation due to supply chain issues, etc. Contractor must be able to integrate into project team and work together to deliver and install furniture as areas of construction are completed. Thurston County has a required by delivery and installation date of no later than **9/06/2022**.**