

ADDENDUM NO. 1

**Kansas City Area Transportation Authority
1350 E. 17th Street
Kansas City, Missouri 64108**

RFQ #18-6005-29C BREEN BUILDING FURNITURE

Issue Date: May 2, 2018

This Addendum is hereby made a part of the Bidding Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the bidding documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge in the proposal the receipt of this Addendum.

Questions Submitted by Potential Proposers and Answers:

1. Page 4 mentions “where furniture is stacked, the furniture must be securely fastened and anchored to prevent the furniture from sliding or falling”. The manufacturer provides nothing to accomplish this nor does the industry as a whole. Can we use double sided tape even though it will raise the hutch from the credenza? If double sided tape is used it can be strong enough to rip the laminate if it is ever removed. Please advise.

Answer: Utilize industry stands to confirm zero movement between the hutch and credenza.

2. Page 2 under Delivery Requirements asks for a MSDS sheet. I don’t think these exist in the furniture industry. Please advise.

Answer: The full statement includes ‘as applicable to the product’. Furniture may not be applicable to this requirement.

3. Are we sure the hutches come with locks?

Answer: Delete requirement to lock hutch doors.

4. Page 2 of specs under “installation only” – is there an existing office layout with Don Smith furniture that is being added to?
 - a. Also – do the hutch locks for these offices have to match the existing pedestal?
 - b. Will you accept a different manufacturer for these pieces?
 - c. What is the exact laminate (manufacturer and code) for the existing pieces?
 - d. What does the existing hardware look like?

Answer: Three offices have existing Don Smith furniture to include a desk, one 48” return, one box/box/file pedestal mounted under the desk, and one file/file under the

return. KCATA wants to use “installation only” to convert the return to a bridge (if applicable) and relocate the file/file pedestal from the return to under the credenza. Installation only may be used for additional furniture relocations for the furniture procured under this contract.

- a. Delete requirement for lockable hutch doors
- b. KCATA will accept a different manufacturer to go with the existing furniture if the laminate color on the purchased pieces closely matches the laminate color on the existing furniture
- c. The existing furniture is Don Smith and Associates Express Laminate, Status in Dark Walnut
- d. The existing hardware is rod style pull and the full width of the pedestal’s front.

5. Who is the architect for this project?

Answer: An architect is not associated with this project.

6. What are the dimensions of the pedestals (both existing and to be purchased)?

Answer: Existing pedestals are 28 ½” H x 15 ½” W x 21 ½” D. The new pedestals are anticipated to be the same dimensions as the existing pedestals. If size varies due to a different manufacturer, for example, the pedestals are intended to fit under the desk and credenza as a permanent feature of the desk and credenza. Pedestals shall NOT have casters, cushioned tops, or hang from the underside of the desk or credenza. A top is not required for pedestals, but optional to the bidder.

7. We contract our installers and they will bid this job for you including assembly, installation and removal of all debris. What if we cannot commit to a set \$25 per hour installation rate?

Answer:

- **CLARIFICATION:** It is the KCATA’s goal to obtain an hourly rate from the bidder to re-arrange, move or relocate new furniture in this procurement after it has already been installed. It is also KCATA’s intention to utilize an hourly rate to re-arrange three desk/returns as described in Item 4 of this Addendum. KCATA anticipates the utilization of 25 hours of installation to accomplish this work. This rate shall be independent of the installation rate provided in the ‘INSTALL PER UNIT’ column of ‘ATTACHMENT B, BID TABULATION SHEET’.
- Delete ‘\$25 per hour’ in the Estimated Quantity Column of the Specifications/Scope of Work. Replace with ‘25 Hours’.
- Delete ‘\$25’ in the Estimated Quantity Column of ‘ATTACHMENT B, BID TABULATION SHEET’. Replace with ‘25’.
- Delete ‘per hour’ in the UOM Column of ‘ATTACHMENT B, BID TABULATION SHEET’. Replace with ‘HOUR’.

End of Addendum #1

RECEIPT OF ADDENDA
RFQ #18-6005-29C
BREEN BUILDING FURNITURE

Offerors shall return this **RECEIPT OF ADDENDA** form when submitting your bid. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the Offeror non-responsive.

We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated in the RFP as required.

Addendum # 1 Dated _____ Date Received _____

Company Name: _____

Address: _____

City/State/Zip Code: _____

Telephone: _____ Fax: _____

Printed Name: _____

Authorized Signature: _____

Email Address: _____