



**GUILFORD COUNTY
SCHOOLS
ADDENDUM 1**

**Purchasing Department 501 W.
Washington Street Greensboro,
NC 27401**

Direct all inquiries to:	Invitation for Bid: 6575
Alonzo Salter	Bid due date: June 12, 2023
saltera4@gcsnc.com	Commodity: Classroom Furniture

NOTICE TO BIDDERS

This document serves as **Addendum 1** for IFB 6575– Classroom Furniture. Please be advised that **all bids** should be mailed to the Guilford County Purchasing Department. **Bid submissions should NOT be emailed.**

Q1) May I have the bid tabulation from the previous contract award?

A1) There has not been another bid like this

Q2) May I inquire about the unit price that was agreed upon in the most recent contract?

A2) na

Q3) All products to be delivered to your warehouse with no installation correct?

A3) Correct

Q4) For the adjustable student desk with a plastic book box, what size of top are you looking for? Standard sizes are 18 x 24 and 20 x 26.

A4) 18 x 24

Q5) For the adjustable student desk with a plastic book box, do you have a specific frame color in mind?



A5) black with chrome leg

Q6) For the tablet arm desks, will a larger size tablet arm be okay?

A6) standard size

Q7) For the mobile stool tables, what frame color are you looking for? I was thinking of black or chrome.

A7) chrome

Q8) For the cafeteria tables, are you looking for t-mold edges or spray on edges for better protection?

A8) spray on

Q9) Does GCS have a preference or requirement for the contract you will be utilizing to award this bid?

A9) The PO is the contract

Q10) Is this bid just for the purchase and delivery of the classroom furniture or do you want the furniture unloaded, unpacked, assembled, and installed in the classrooms as well?

A10) Purchase and delivery only

Q11) IFB Section (Delivery), Page 5:

Is lift-gate or dock delivery required? Dock delivery

Is delivery only required, or delivery and installation? **Delivery only**

- Is assembly required? (some student desks require assembly) **No assembly required**

By what date are the items required? **6/1/24**

Q12) IFB Section (5.0 INVITATIONS FOR BID DOCUMENT), Page 6:

- Is there a brand or model number for the student desks? **No**
What dimensions are required? **Check bid specs**
- Is there a brand or model number for the student tablet armchair with desk? **No**
- Is there a brand or model number for the mobile stool cafeteria tables? **No**

Q13) How long did you want pricing held?

A13) 1 year

Q14) Are you wanting installation? If so, is a lift gate needed and is there access to an elevator?

A14) no installation, delivery only – dock delivery, there is no elevator

Q15) When are you ordering these items and when are you wanting delivery?

A15) GCS will start ordering July 2023, delivery should be 4 weeks or sooner

Q16) How is this being awarded?

A16) lowest Price and product quality/availability

Q17) IFB Section, 6 - Adjustable Student Desk with plastic box.

Would you accept a metal book box as shown below as Reference #1?



A17) No

Q18) IFB Section, 6 - Student tablet right arm chair with desk for schools & classrooms.
Does the desk need to be attached to the chair or will you accept a separate chair?

A18) attached

Q19) IFB Section, 6 - Student tablet right arm chair with desk for schools & classrooms.
Do you want the desk to be stationary, or mobile?



A19)

Q20) IFB Section, 4 “.... hard copy of bid response received before due date.”
Do you want color or tactile samples provided with this bid?

A20) not necessary but you can provide

Q21) On the 1000 Adjustable Student Desk with plastic book box
Is this a Laminate Top?

A21) yes

Q22) The Student Tablet right arm chair with desk
Is the seat plastic or hard plastic?

A22) plastic

Q23) Is there a completion date that you would like this to be delivered? – I found the request to state the lead time?

A23) 30 days after PO is received

Q24) Is there any room for change with the specs listed for the cafeteria tables as long as the specifications are sent in with the bid?

A24) yes, submit your price and specs

Q25) Do you have any specific requirements regarding the size of the tabletop and the adjustable height range of the adjustable desks?

A25) 18” X 24”

Q26) Do you prefer powder coating or chrome for the frames of the tables and chairs?

A26) black powder coated and chrome legs

Q27) Regarding the top material of Cafeteria Tables, do you prefer MDF Core, Particleboard Core or Plywood Core?

A27) 3/4 inch particle board core or MDF Core will be accepted

Q28) Could you please provide the previous bid tabulation?

A28) Not available

Q29) IFB, Page 1 Bid Submittal:

Will you accept a DocuSign signature? (it adds 2 days to our bid process if not)

A29) Yes

Q30) When is the award date?

A30) Award date is when new year funds become available and the PO is issued

Q31) What is the time b/w award date and PO?

A31) The award date coincides with the issuance of the PO (i.e., see A30).

Q32) IFB 3.0 page 5:

Warehouse can accept dock delivery? Guilford has the ability to remove pallets off the truck?

A32) yes to both

Q33) Student Tablet right Arm Chair with Desk for Schools and Classrooms – 18” Seat, 12” x 20” x 25” Tablet-Arm Laminate Top, Bookrack:

Can you please provide an image of this item?



A33)

Q34) Do you know how quickly you will be cutting a purchase order for these items?

A34) July 2023

Q35) Will you order the complete quantity in one order, or will we receive multiple orders? If you will have multiple orders, do you know the minimum quantity that you will purchase?

A35) complete quantity preferred on one PO

Q36) Regarding the mobile, folding cafeteria table; What is the height of the stools to be? Are these for use in elementary, middle or high schools?

A36) 15" and 17" high

Q37) Please confirm the length of the cafeteria tables is 12".

A37) 12-foot-long table

Q38) Regarding the cafeteria tables, is core to be particleboard or MDF?

A38) you can submit both a price for both

Q39) Regarding the Shipping Charges; Should this be a separate line item as the bid form illustrates, or can freight be included in the item price?

A39) please separate as a separate line item

Q40) Are vendors responsible for unloading the items at the Burgess Street warehouse or will that be done by GCS personnel?

A40) GCS will use forklifts to unload trucks on dock

Q41) I am interested in bidding this job through the IPS website. Do you guys have any preferred manufacturer or are you just doing best value analysis?

A41) Best value analysis

Q42) Are there more specific specifications available for the products requested? Make, model, exact color choices for metal finishes, etc.?

A42) No other products – chrome finish for all

Q43) Please confirm:

TRANSPORTATION CHARGES

Free on board (FOB) to designated sites in Guilford County, NC, with all transportation charges prepaid and included in the bid price.

OR

Each	Mobile Stool Cafeteria Table - 12 Stools (30" W x 12' L)	Top Color – Grey Seat color – navy blue
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TOTAL EQUIPMENT BID PRICE

SHIPPING CHARGES

SUBTOTAL

6.75% SALES TAX

TOTAL COST

Can we send in a sample of the student tablet desk?

A43) Not necessary but you can provide

Q44) In reference to IFB #6575, is core material regarding Mobile Stool Cafeteria Table -12 Stools (30" W x 12'L) to be particleboard or MDF core with black protect edge?

A44) You can price both and black edge on both