



REQUEST FOR PROPOSALS

Office Renovation – FF&E – Systems, desking & tables

Request for clarification Response no. 1
May 5, 2020

RFP Clarifications

- SECTION III PROCUREMENT PROCESS – RFP Timeline:
 - Bid due date has been adjusted as noted below in the updated schedule.

Key Date	Event
May 4, 2020	Proposal is posted on MORPC website for interested parties to retrieve.
May 18, 2020	Completed proposals due to MORPC by 12:00 p.m.
May 18, 2020	Proposals will be opened at 2:00 p.m.
May 19, 2020	Evaluations of proposals.
May 19-20, 2020	Clarification period with qualified consultants
May 20, 2020	Evaluation Committee makes recommendation by 5:00 pm
May 21, 2020	Contact all bidders regarding awards to be made
May 24, 2020	Contract preparation.
May 31, 2020	Contract finalized.
June 1, 2020	Project begins.

- Question:** Is labor required to be prevailing wage?
 - RESPONSE:** Yes, you are required to meet Ohio's Prevailing Wage laws.

Bid Tabulation Clarifications

- See attached updated BID Tabulation form – changes have been highlighted, bold and italicized.
- Question:** What is requested desk surface depth and width?
 - RESPONSE:** 24" deep with height adjustable at 48" w and fixed worksurface at 72" w
- Question:** W-3 - Are hotel stations an L or just a straight 72" surface? If a straight surface is it still height adjustable, with shelf and all storage options?
 - RESPONSE:** Please see excel spec details and height adjustable straight is to fit within the 6x6 footprint at 72" wide or closest standard. We removed the additional file options for these – the only storage option for the W-3 is a BBF.
- Question:** W-3 – Can you confirm quantities? Plan attached is showing some different layouts- just want to clarify.
 - RESPONSE:** Qty of 3



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7. **Question:** W-3 - shows a 6x6 L shape on the spreadsheet, but the drawing shows a straight – please list out the parts and requirements.
 - **RESPONSE:** Refer to the drawings for the specific shape. The reference image is not fully representative of the actual condition in this case.
8. **Question:** W-2 - shows a 6x6, but layout shows a much larger I shape – please list out the parts and requirements
 - **RESPONSE:** Refer to the details in the bid tab & drawings for parts and pieces. The reference image is not fully representative of the actual condition in this case.
9. **Question:** Power in panels-how should we pull power? Poles or base feed?
 - **RESPONSE:** Base feed
10. **Question:** Power in panels – please list out which panels you want to have power
 - **RESPONSE:** Power is to be provided in spine only. Provide 2 receptacles per station.
11. **Question:** Desking – what size foot print? What is main desk depth?
 - **RESPONSE:** Refer to .dwg files provided as part of this response.

Drawing Clarifications

1. None

ATTACHMENTS

- Updated Bid Tabulation
- .DWG Files

END OF CLARIFICATIONS