

## Request for Quote

### Furnishings for Orlando Airport Career Services Center RFQ Number OA-FUN-9512

#### QUESTIONS & ANSWERS

1. Upon reviewing, I did not see the training rooms 123 and 124 listed in the solicitation. Was that an oversight or should we propose those rooms?

RESPONSE: CSCF's current plan is to use existing furniture within training rooms 123 and 124; however, it is unclear whether or not the existing tables can be retrofitted with casters. Proposers may, as an option, propose pricing to accomplish the retrofitting of existing tables with casters and/or propose pricing for supplying twenty-six (26) new computer tables with casters and mahogany laminate tops.

[UPDATE: EXHIBIT "A" has been updated to add an option section for training rooms 123 and 124. Use revision dated 10/18/2016. Note that each row of tables will be powered off walls.

- |2. Section 4.01 Open Office 101 Resource Room
  - a. *Total of tables do not match what is drawn on the floor plan for this room.*

RESPONSE: The drawing shows six tables; however, two extra tables are included within the solicitation count.

- b. *Total quantity of Chairs do not match what is drawn on the floor plan for this room. Please confirm quantities.*

RESPONSE: Twenty-four chairs, as indicated, is correct.

- c. *Will each Computer table have separate power and data units or shall they be daisy chained?*

RESPONSE: Supply separate power and data units.

- |3. Section 4.02 Reception Area
  - a. *Is the round symbol located under the reception station (at 23'-4") the floor power?*

RESPONSE: Yes.

- b. *Will you require seating for the waiting area?*

RESPONSE: No.

|4. Section 4.03 Open Office 101A

- a. *Total quantity of Tables does not match what is drawn on the floor plan for this room. Please confirm quantities required.*

RESPONSE: Drawing furniture is not shown correctly. Desired table count is correct as stated in solicitation. Treat as an empty room and design using specification within solicitation.

- b. *Total quantity of Chairs do not match what is drawn on the floor plan for this room.*

RESPONSE: Drawing furniture is not shown correctly. Desired chair count is correct as stated in solicitation. Treat as an empty room and design using specification within solicitation.

- c. *Are the excess items meant to be stored on site?*

RESPONSE: There are no excess items. Use quantities stated in solicitation when designing space. If sixteen tables and chairs are too many for design space, please specify the correct number that can accommodate the space.

|5. Section 4.04 Open Office 103

- a. *Panel system to wrap all the way around each station covering windows?*

RESPONSE: Yes.

- b. *Will you accept an acrylic sliding door?*

RESPONSE: Frosted preferred. Yes, we will accept acrylic.

- c. *Will this sliding door require lock?*

RESPONSE: No.

|6. Section 4.05 Conference Room 104

- a. *The 30 High back chairs required are apart from the 16 you request for the conference tables?*

RESPONSE: A change has been made to the total chair count. Change the total quantity count of chairs from thirty (30) to twenty-four (24) each. Table should accommodate twelve rather than sixteen chairs. Note that EXHIBIT "A" has been updated to add omitted pricing section for conference room 104. Use revision dated 10/18/2016.

- b. *Where will these chairs go? Are they to be stored on site?*

RESPONSE: Twelve (12) chairs will be positioned around the tables and the remaining chairs will be positioned along walls in the room. Note that EXHIBIT "A" has been updated to add omitted pricing section for conference room 104. Use revision dated 10/18/2016.

|7. Section 4.06 Staff Room 112

- a. *Total number of chairs do not match floor plan.*

RESPONSE: The four extra chairs will go into 108, 109, 110 and 111 offices. No additional furniture is needed for 108, 109, 110 and 111 offices.

- b. *Will you require waiting chairs?*

RESPONSE: No.

|8. Section 4.07 Youth Room 125

- a. *Power poles cannot be attached to Folding tables. How are the tables in the center of the room expected to be powered if not by the floor? Can we redesign this area to allow tables to access power via walls?*

RESPONSE: Solicitation is in error. Disregard stated premise. Computer tables will not be equipped with power and data. Therefore, the room will not need to be redesigned as wireless laptops will be used in the space.

- b. *Number of tables do not match floor plan.*

RESPONSE: The drawing shows fourteen training tables; however, two extra tables are included within the solicitation count.

|9. *Can we receive a "live" Price Quote Form?*

RESPONSE: The Exhibit "A" price quote form has been revised as of 10/18/2016. A "live" MS Word version of the form has been attached on company webpage; see other column.

|10. *Where is section 01030 (Alternate Sheet Section) as mentioned in Substitutions and Product Options – Section 01630?*

RESPONSE: No alternate sheet Section 01030 is included in the solicitation. Please disregard all references thereto.

|11. *There is no mention of the Seating for waiting areas. Will the seating in areas 101 & 112 not be required?*

RESPONSE: No.

|12. *Operating and Maintenance Data – will this be provided with the bid submittals or after the award?*

RESPONSE: Please ensure that warranty information is supplied with your submitted bid. The Operating and Maintenance data will be submitted after award.

***|Installation Schedules 1.02 and Procurement Timeline 10.0***

- |13. *Please clarify actual date to receive furniture and commence installation. These sections do not coincide with dates.*

RESPONSE: Actual date to receive furniture and commence installation is to be determined. Facility build out is underway. Proposers shall submit bid containing schedule that best meets estimated dates cited within solicitation.

- |14. *Most manufacturers have a 4-6 week leadtime which may not make your December 1<sup>st</sup> installation completion. How soon will you be providing Purchase Order once awarded at November 1<sup>st</sup>?*

RESPONSE: Plan is to release expedited purchase orders within days of November 1<sup>st</sup> award notification. A finalized purchase order will require coordination with selected proposer. Proposers shall submit bid containing schedule that best meets estimated dates cited within solicitation. December 1<sup>st</sup> is a target date.

- |15. *Do you purchase on State of Florida Contract?*

RESPONSE: Yes. If selected proposer offer is based on pricing under State of Florida Contract, CSCF can issue purchase order(s) incorporating said pricing.

|Denotes Change