

HEALDSBURG LIBRARY

FURNITURE RFP – Q&A

GENERAL

Payment terms. Several manufacturers require either 100% payment with the order or due before shipping. Is the client willing to make progress payments in advance of product being delivered?

Client generally pays 50% deposit to secure order

Our second question is substitutions. Several manufacturers we do not represent. What is the process for having substitutions approved in advance of submitting a proposal? Assuming questions are responded to quickly, that will potentially only allow us 3 or 4 days prior to the bids being due. Can the due date then be extended to perhaps EOD January 20th to allow for substitutions being approved?

You are open to submit pricing for items you represent but we will not be accepting substitutions at this time.

AGATI TABLES

Please confirm the following:

- What wood species are these tables? Red Oak, Maple, and Cherry are our standard options, but we've also quoted these in Beech on a past quote.

The Legs need to match the Laminate Top (Castle Oak) so whatever can be stained to best match at the lowest cost.

- Plastic laminate top or wood veneer top stained to match the desired finish? We've quoted it both ways on past quotes.

Plastic Laminate, WilsonArt – Castle Oak

- For the rounded edges, our standard radius is 3". Is that acceptable?

Yes

- The 120"w table will require a center leg. In that case, we would recommend (2) power units on that table. Is that acceptable?

Yes

- We will quote every other table with (1) power unit.

- How should we quote wire management to the floor? We've quoted both a wood veneer channel and a slinky on past quotes.

Wood Veneer Channel

W-08

BCI will not quote a small order of 2 items (please see attached email). Please reselect. Alternatively, would you accept the Herman Miller OE1 tables instead?

- <https://www.hermanmiller.com/products/tables/sit-to-stand-tables/oe1-sit-to-stand-table/>

The proposed alternate is acceptable.

W-03

Herman Miller Canvas standard tower is 36W x 20D x 68H. Bid request is 36W x 18D x 72H. Please confirm you are ok with the standard size? For the description of the storage unit with the (4) open shelves above, the description does not match the 3d view. Should it be a low box/file drawer credenza with (4) wall mount shelves? Please confirm which is correct?

Standard size is ok, Please match the 3D view.

- Do you want the HM Motia Sit Stand Base, same as W-05 spec? If so, what type of switch? Programmable or up/down? HPL or TFL surfaces on Canvas? Is cable management needed on sit stand?

Yes, let's stick with Motia so they're all the same. Up/Down Switch, HPL, with Cable Management.

W-04

What is the overall length of the tackboard being requested? What is the height? 3d view shows the tackboard extending over the surface and the storage unit. HPL or TFL surfaces on Canvas? Do you want the HM Motia Sit Stand Base, same as W-05 spec? If so, what type of switch? Programmable or up/down? HPL or TFL surfaces on Canvas? Is cable management needed on sit stand?

42-48"H (Whatever is standard), HPL, Yes to Motia, Up/Down Switch, with Cable Management.

W-05

- Programmable or up/down switch on Motia Sit Stand? HPL or TFL surfaces?

Up/Down Switch, HPL

ORANGEBOX POD

- They specifically state “no seismic kit,” however, it is required here in California. As part of code, we have to have some type of seismic footing for anything over 69”H, which these definitely are. Please let me know if there was another thought for these units. We are bolting the other bid we just submitted as well. FYI..

Yes to Seismic Kit

- I am assuming only (1) glass markerboard, but you can place them on both walls. Not sure if this is something you want to clarify with them, so just let me know, and I can easily make that update as well.

One Glass Markerboard