



ADDENDUM #2

To: All Companies Interested in Submitting a Bid
From: Heather Mell, Purchasing Agent
Bid: Furniture Console (Bid #PUR0416-185); Dated: September 21, 2016
Subject: Addendum #2 (3 pages)
Date: October 3, 2016

The following questions and/or clarifications were asked relative to the above-listed Request for Bid. This memo is sent for clarification to all companies to whom the bid was sent.

Due to the flood, some City Hall departments have temporarily relocated to the old Ambroz Recreation Center. All bids for the Furniture Console are due on Monday, October 10, 2016 before 3:00 pm CDT. You may send your bids via US Mail, UPS, FedEx or drop them off in person as follows:

Furniture Console, RFB #PUR0416-185
Temporary Cedar Rapids City Hall
2000 Mt. Vernon Road SE
Cedar Rapids, IA 52403

Please be on the lookout for an updated Addendum in the event that we get moved back into City Hall prior to the Bid Opening deadline.

Notes from Pre-Bid Meeting:

- Console must fit through a standard door
- Looking for improved cable management
- Keep the CPU racks on the outside of the console. They do not need to be enclosed.
- Laminate material is what we are looking for.
- Coordinate colors with existing furniture.
- Back panel on console needs to be accessible to wires via a door or easy access panel
- Keep storage area under to counter
- Keep upper counter depth the same
- 1 box file under the desk, same as existing
- Keep storage area vented, similar to existing
- Reuse the power infeed. Will need to attach it to something.

Question: Is there a written specification for the furniture?

Answer: No

Question: Is a sit/stand solution of interest?

Answer: One location will have a sit/stand desk, like we have now, located in the center of the console. This is a free standing unit placed on top of the desk.

Question: Does the work surface have to be 45 inches deep?

Answer: Needs to have enough room to hold the monitor and allow for paperwork in front of it.

Question: Does it have to have the CPU holder in front of the station?

Answer: Preferably in front to allow easy access.

Question: Are you looking to build in more cable management and some sort of covers for open and exposed equipment to improve aesthetic appearance?

Answer: I would like to be able to hide as much of the wiring as possible without having to lengthen the wires to do so.

Question: Are you looking for any sort of height adjustability in the main work surface and shelving to provide flexibility as new equipment and end user roles change?

Answer: Current height works well and shouldn't see much change.

Question: Would the City accept an option for a custom pre-manufactured option? The console would be built per approved shop drawings in 3-5 pieces and installed on site.

Answer: This is acceptable.

Question: Are air vents going to be needed in the shelf and/or base?

Answer: The shelf will need air vents. The base will not as long as the CPU's are on the outside of the console.

Question: What is the height of the shelf?

Answer: 13 inches from the working surface to the top of the shelf.

Question: Is undersurface storage needed like shelving? Reuse existing BBF or additional storage needs?

Answer: No undersurface storage is needed.

Question: A new CPU rack integrated into desk or a CPU holder mounted in base cabinet?

Answer: Rack on the front like the current console.

Question: What are the locations needed for grommets for monitors and the connecting wires? Are grommets needed to connect through the shelf and the base so wires aren't exposed in back?

Answer: Grommets would be nice for wiring of each monitor or one big enough to get 2 sets of wires through them.

Question: Does the back of the console need to be open? Doors on the front or on both sides?

Answer: Console can be enclosed as long as there are places to run wiring from CPU's to monitors and power strips inside the enclosure.

Question: Is the wrist guard on the edge required or will it be added later?

Answer: Wrist guard is not needed.

Question: Do the finishes need to be similar to the existing finishes?

Answer: Finishes need to match and coordinate with the existing furniture in the area. Color is light grey in color.

Question: Is the desk pictured in the accompanying photos the only furniture requiring disposal? Or are there others? And if so how many?

Answer: Only this console needs to be disposed.

Question: Will the desk/consoles slated for disposal be ready for disposal having all PC's and wires removed?
Answer: Vendor will need to work with WPC staff to coordinate removal and installation. These CPU's run the entire plant and must remain operating at all times. WPC staff will be on hand to move equipment as needed.

Question: Do you prefer a solid surface countertop or laminate?
Answer: Laminate

Question: How many PC's are stored within the console pictured?
Answer: Currently 5 with room to add one more.

Question: Where does power emanate from?
Answer: Current power strips are wired into a conduit located in floor under the center of the unit.

Question: Is there any rack mountable equipment in you IT requirements?
Answer: No

Question: Would you prefer the console/desk as a sit/stand with three adjustable height desks? Or simply a stationary console?
Answer: Stationary console with an area near the center for our adjustable desk top we currently use.

Question: How many monitors require mounting on the console per seated position? Are all monitors VESA mountable?
Answer: None mounted. All are free standing and movable. We want to keep them this way.

Question: Does the facility have a loading dock or is a truck with a lift gate required?
Answer: Truck with lift gate is needed.

Question: Is union labor required?
Answer: No

Question: In order for us to do a model of the desk we will need a few of the measurements highlighted in order to get the angle of the desk correct to make sure that it will fit correctly.
Answer: Highlighted measurements in photo submitted. Long angled measurement: 22 ¼ inches, Short angled measurement: 5 ¼ inches, distance between corner angle of desk and rear cubicle: 89 inches, distance between cubicles: 72 inches.

All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (page 20). The deadline for bid submittal is Monday, October 10, 2016 at 3:00pm CDT.