

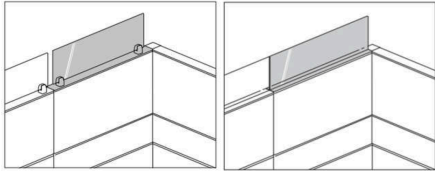
October 30, 2023

**ADDENDUM #1 – SKOKIE PUBLIC LIBRARY RENOVATION FURNITURE PACKAGE**

The purpose of this Addendum is to clarify and / or update the Bid package.

**A. BIDDERS QUESTIONS AND RESPONSES:**

No.	Bidders Questions	Responses
1	Are you excepting [sic] substitutions or is the [sic] strictly Herman Miller?	We are not accepting any substitutions for any of the furniture listed in the bid packet. Instructions to Bidders section 10 states "alternates will not be considered".
2	Can you please list who has accepted the invitation to bid?	We do not have this information as the bid is open to the public.
3	Most RFP responses will provide product pricing where bidders are within 5% of each other. Please provide additional factors that the award will be based upon.	The lowest total cost of the Herman Miller package and the lowest unit cost of each non-Herman Miller furniture items will be the deciding factor for award, in addition to the Library's determination of the bidder's Responsiveness and Responsibility, per Instructions to Bidders, item 16 Award of Contract.
4	Please provide criteria that bids will be evaluated on for final award.	See response to question 3.
5	Please send a current CAD plan [saved as 2017 versions] for our records and to verify dimensions and quantities.	CAD drawings will be provided to the awarded bidder to verify dimensions and quantities prior to the order. Please use the provided schedule and the dimensioned plans for your bid.
6	Is electrical to be: PLEASE CONFIRM a. Chicago Code - no manufacturer power but lose back boxes for the electrician. b. National Code - power that is manufacture standard within the furniture.	B. National Electrical Code. The Owner's Electrical Contractor will provide and install backboxes, wiring and receptacles. Furniture dealer shall provide furniture specific parts and accessories as required to support the work by Owner's Electrical Contractor.
7	Standard dealer operating procedure is to provide back boxes for the electrician to install. Please confirm if providing the back boxes only and not installing them is acceptable.	The Owner's Electrical Contractor will provide and install backboxes, wiring and receptacles. Furniture dealer shall provide furniture specific parts and accessories as required to support the work by Owner's Electrical Contractor.
8	Please confirm if duplex receptacles should be 15 AMP or 20 AMP.	20 AMP.
9	Will installation occur during regular business hours during the week, 7AM-5PM or overtime/double time, Saturday or weekday evenings?	Installation shall occur during regular business hours on weekdays. Installation can begin around 7am before we open to the public. Weekends and evenings may also be possible if needed.

10	Will delivery occur during regular business hours during the week, 7AM-5PM or overtime/double time, Saturday or weekday evenings?	Delivery shall occur during regular business hours on weekdays. Delivery can begin around 7am before we open to the public. Weekends and evenings may also be possible if needed.
11	Will installation occur during regular business hours or overtime hours?	See response to question 9.
12	Will delivery occur during regular business hours or overtime hours?	See response to question 10.
13	Are there any preferred phasing requirements for the installation?	No.
14	Please list the dimensions and weight limit for the freight elevator.	The elevator for delivery is not a freight elevator and has a standard passenger cab opening door. It is approximately 76.5" deep, 55.5" wide and 90.5" high, with a 45.5" wide doorway opening. The weight capacity is 3000 lbs.
15	Are we permitted to deliver direct to the site?	It is permitted if the awarded dealer is able to coordinate for their personnel to receive the delivery during the scheduled time of installation.
16	Please confirm locations for: a. M-9A - in offices 332 & 376? b. M-9B - in office 302 & 333?	Confirmed.
17	M-10A Dancing wall – There are 4 panels listed. Do you want a combination of whiteboard and tackboards? If yes how many of each type would you like, and what order?	No, we want all (4) panels to be whiteboard as specified.
18	M-10B Dancing wall – There are 4 panels listed. Do you want a combination of whiteboard and tackboards? If yes how many of each type would you like, and what order?	No, we want all (4) panels to be whiteboard as specified.
19	Office 375 – M-2 Cannot be a Box Box file. It needs to be a Box file or Mobile box file to fit under the height adjustable table. We recommend the Mobile box file, is this ok?	Mobile box file pedestal is acceptable under adjustable tables. M-2A is added on the Schedule, Specifications and I-110 Furniture Plan.
20	Stations – Confirm all quantities of cast lights per typical. Elevations show more than counts on the bid form.	All quantities of Cast lights shown on the Schedule are confirmed for all cubicle work stations. To clarify, the specified lights FV617-4N/5N are composed of (2) sections, so the lights are shown accordingly on the elevations.
21	Stations – Should the glass be frosted or clear?	The glass shall be clear.
22	Stations – For the thin profile stacking window there are other less expensive options, can we go with one of those? The options are with clips (upmount screen) or frameless (frame top screen), see below.  Upmount Screen      Frame Top Screen  	The specified Thin Profile Stacking Windows shall be used for the bid submission.

## **B. REVISIONS TO THE INSTRUCTIONS TO BIDDERS AND CONDITIONS OF CONTRACT**

NO REVISIONS

## **C. REVISIONS TO EXHIBIT A – FURNITURE SCHEDULE**

- S-14: Addition of (3) Logic Mini and Mini Grommet tabletop outlets
- S-16: Revision of wall-mount tackboard from 24" high to 16" high
- T-15: Revision of length from 10'-6" to 5'-9", and deletion of intermeditate support leg
- M-2: Revision of quantity from (4) to (1)
- Additon of (3) M-2A Mobile box-file pedestal

## **D. REVISIONS TO EXHIBIT B – FURNITURE SPECIFICATIONS**

- Additon of M-2A Mobile box-file pedestal

## **E. REVISIONS TO EXHIBIT C – FURNITURE DRAWINGS**

### I-100 Furniture Plan: Ground Floor

NO REVISIONS

### I-110 Furniture Plan: Third Floor

- Revision of M-2 to M-2A in Offices 325, 326, 375
- Revision of T-15 table length due to field conditions

### I-500 Furniture Elevations and Sections

- #32/ S-16: Revision of wall-mount tackboard from 24" high to 16" high
- #34/ S-16: Addition of data outlets above desktop

### E-001 Eletrical Symbol List

NO REVISIONS

### E-100 Eletrical Power and Signal Plan

NO REVISIONS

### T-000 Technology Cover Sheet

NO REVISIONS

### T-101 Technology Floor Plan: 3<sup>rd</sup> Floor

- 377 Office: Addition of (2) data outlets above desktop

End of Addendum #1