

Questions for Sumner County  
RFP 20220505  
Furniture for Sumner Co Courthouse Project

1. When will the bid be awarded? **Bid Award Schedule - If all specifications are met and County proceeds with bid award, the County intends for the bid to be awarded within the 90 day timeframe after bid opening. Vendors must guarantee that all information included in the proposal will remain valid for a period of at least 90 days from the date of proposal opening to allow for evaluation of all proposals per the RFP.**
  
2. When will it be installed? **Furniture Delivery Schedule - Estimated construction completion date for final punch is to occur in June 2023 (subject to change with weather delays), so may be estimated early/mid-July 2023 for completion. This date is estimated and subject to change due to the construction timeline. The final estimated delivery and installation date will be coordinated with the awarded vendor.**  
**Delivery / Setup / Installation - This is the responsibility of the vendor.**

Additional questions and answers attached

## Furniture Bid RFI Log

**Project Name: Sumner Co. Courthouse**

**General Info:**

**RFIs to:** **ESa**  
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**Updated:** **04/28/22**

Item No.	Date Submitted	Question	Date Responded	Open/Closed	Owner/Architect Response
1	4/25/2022	Since we will not be getting full set of questions and answers back until Thursday, can we have the Due Date extended by two weeks?	4/27/2022	Closed	<i>Yes - agree to extend the May 5 due date by two weeks. Updated RFP due date/bid opening will be May 19, 2022 at 10:00 AM CST.</i>
2	4/25/2022	Our understanding is that Sumner Co wants pricing held for 90 days and that the furniture will be ordered during that time frame. Is that correct?	4/27/2022	Closed	<i>Correct - vendors must guarantee all information in proposal will remain valid for the 90 day selection timeframe after bid opening. If bid is within budget allowance and awarded, County will make award within 90 day time frame and furniture would be ordered at this time.</i>
3	4/25/2022	If building is not ready for install until Summer of 2023, and furniture stored in warehouse, is warehouse provided by county? Or dealer responsible for securing space & storage fee?	4/27/2022	Closed	<i>County does not provide warehouse space - vendor is responsible.</i>
4	4/25/2022	If county providing warehouse: Location and proximity to new courthouse? Will warehouse be atmosphere controlled?	4/27/2022	Closed	<i>County does not provide warehouse space - vendor is responsible.</i>
5	4/25/2022	Is dealer responsible for unloading trucks and staging in warehouse?	4/27/2022	Closed	<i>Responsibility of vendor.</i>
6	4/25/2022	Dealer responsible for providing tractor trailers and man power to get product loaded from storage space and delivered to site?	4/27/2022	Closed	<i>Responsibility of vendor.</i>
7	4/25/2022	Is county aware that any concealed damages of product or any damages incurred while storing is the responsibility of the county and not the furniture manufacturer or dealer?	4/27/2022	Closed	<i>The county will not be responsible for the materials until they take possession of the product and payment is made. While product is in storage which the vendor has secured, it is the vendor's responsibility.</i>
8	4/25/2022	Will county pay Net 30 once the furniture is delivered to the warehouse?	4/27/2022	Closed	<i>County standard is to make full payment upon possession of the furniture and all items installed properly.</i>
9	4/25/2022	Because of the storage of product and extra handling of furniture in two different calendar years, can we break out the installation/labor costs from the product and give two separate lines? One for the unloading and staging in the warehouse and then another installation line for the loading product, transporting it to site and installing in the courthouse?	4/27/2022	Closed	<i>Yes</i>
10	4/25/2022	Our understanding is that substitutions for product/manufacturer will not be accepted prior to RFP opening and that we just need to provide documentation in our RFP package. Is that correct? If so, whose responsibility is it to decide if the product is equal and acceptable?	4/27/2022	Closed	<i>Substitutions should be documented in the RFP package, and will be evaluated by the owner and design team.</i>
11	4/25/2022	The workstation specs don't spell out any power. Is it not needed? Or if it is needed, what are the requirements? How many duplex receptacles per station? Do you need a dedicated duplex receptacle per station? Do you need any power at the work surface? Will the power infeed come from the ceiling, floor or wall?	4/27/2022	Closed	<i>One standard duplex receptacle per station. Central powered spine preferred but design left to vendor. Base power is acceptable at work surfaces. Power will feed from wall or floor, no power poles.</i>
12	4/25/2022	Will the building be far enough along to measure before the furniture is ordered this summer to make sure that it will fit into the spaces as drawn?	4/27/2022	Closed	<i>Interior partitions will be framed out in the building top to bottom. The 5th floor should be framed out by the end of August, and they will work their way down from there. Summary: may be some spaces on top floor available for field measure at that time, but that would be the extent.</i>
13	4/25/2022	Will there be a dumpster provided on site for trash? Does the county have a service for cardboard recycling? If not, will there be a place on site to dump a dumpster ( might need multiple spots) ?	4/27/2022	Closed	<i>Tuner not expected to provide additional dumpsters for furniture trash. There is a dumpster pad in the loading dock on Smith. Either the County or Furniture Sub can provide.</i>
14	4/25/2022	Will floor protection be provided or this something that we will need to provide?	4/27/2022	Closed	<i>Floor protection is the responsibility of the furniture vendor. Potential to coordinate with general contractor to determine what product is on the floor prior to installation and if any floor protection remains.</i>
15	4/25/2022	Will we have access to elevators?	4/27/2022	Closed	<i>Yes</i>

16	4/25/2022	Will there be designated areas for staging of the product throughout the building?	4/27/2022	Closed	<i>Furniture may be staged in central location(s) on site and elevators used to move product to designated floors. Areas will be confirmed prior to delivery.</i>
17	4/25/2022	Will we be meeting with designers/county to go over finishes & specs of furniture to insure it is correct and make substitution finish selections?	4/27/2022	Closed	<i>Yes</i>
18	4/25/2022	Is there a loading dock available with clear access for a 53" trailer? Are there certain elevators that we will be able to use?	4/27/2022	Closed	<i>There is a loading dock at the SW corner of the building on Smith Street.</i>
19	4/25/2022	Will there be bathrooms available for our team to use?	4/27/2022	Closed	<i>If courthouse restrooms are complete, they will be available to use. If not complete, restrooms at the library immediately next door will be available.</i>
20	4/25/2022	Assuming all product is in, what kind of a timeline is the County looking at for completion of installation? How many weeks/months?		Pending	<i>The Vendor, Owner, and Design Team will coordinate after bid award to review timeline. The estimated timeline for vendor to complete the installation is four weeks. Reference RFI question 23 response regarding installation.</i>
21	4/25/2022	Displays2go is an in-stock product, it is not guaranteed to be in stock by the time we order. Are we responsible for stock shortage once order is placed?		Pending	<i>If the Displays2go product has a stock shortage, the Vendor, Owner, and Design Team will coordinate and identify a suitable substitution, if necessary. If known prior to RFP opening, vendor can document substitutions in the RFP package, and any substitutions will be evaluated by the owner and design team. Reference RFI Question 10 response regarding substitutions.</i>
22	4/20/2022	When will bid be awarded?	4/27/2022	Closed	<i>If all specification are met and county proceeds with bid award, the county intends to award bid within 90 day timeframe after bid opening.</i>
23	4/20/2022	When will it be installed?	4/27/2022	Closed	<i>Estimated construction final punch is June 2023 resulting in early/mid-July 2023 building completion (subject to weather delays). Final estimated delivery and installation date will be coordinated with the awarded vendor</i>
24	4/27/2022	Table T19 shows quantity 0 but shows a conference table in Conference 1102. Is quantity 0 or 1?	4/27/2022	Closed	<i>Quantity for T19 table is 1, located in Conference 1102.</i>
25	4/27/2022	Chair C13 - soft or hard casters?	4/28/2022	Closed	<i>38 chairs will be on hard floor; 26 chairs will be on carpet.</i>