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Wichita 100004- WBC Furniture Package Phase 1  
**ADDENDUM # 2**

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**FROM:** *Robby Murray*

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**TO:** Interested Bidders,

**DATE:** May 12th, 2025

**SUBJECT:** Addendum 2

The questions contained herein and the answers associated with these questions shall become part of the scope of work of this Request for Proposal.

**Question #1:** With the May 7 deadline for questions, do you anticipate formal WSU answers by Friday May 10<sup>th</sup>?

**Answer #1:** *final addendum will be issued on May 14th.*

**Question #2:** We intend to use OMNIA contract where possible, but depending on volume, some manufacturers will improve discounts. Will WSU accept alternates for consideration that are NOT on GSA, OMNIA or other higher learning contracts?

**Answer #2:** *Yes.*

**Question #3:** Because much of the furniture is specified in proprietary lines (Herman Miller, Knoll, Haworth, etc.) ...we presume WSU will consider our best alternate from commercial grade contract furniture manufacturers with most similar style/quality/price?

**Answer #3:** *Yes, the package issued is the basis of design. Bidders should provide alternates in their available lines.*

**Question #4:** May we simply propose our BEST competitive option rather than 2 options per line?

**Answer #4:** *The intent of the two columns is to have a line item for a comparable product to the basis of design (best), and a second line item is for a value product (better), if available. The spreadsheet has been updated to give clarity.*

**Question #5:** Would we be penalized if we "NO BID" any line items (such as commodity shelving, accessories, trash cans etc.)

**Answer #5:** *No.*

**Question #6:** NOTE: Bid Specifications for M.57 + M.42, please note that Andreu World cannot provide power or AV capabilities. Are we okay to specify WITHOUT power?

**Answer #6:** *No- please meet power intent listed in the basis of design; an alternate specification is acceptable.*

**Question #7:** Workstations: Because shared panels in a cluster can reduce the AVERAGE price per station by +/- 25%... do you want a price per SINGLE station or based on an average cluster price?

**Answer #7:** *Please use average cluster price- refer to furniture plans for groupings and quantities.*

**Question #8:** Will we receive a CAD file?

**Answer #8:** *CAD file will be provided to the awarded bidder after selection.*

**Question #9:** Should dealers ADD furniture Subtotals, Installation Service and Freight Fees to the spread sheets?

- a. (Spread sheets show unit and quantity rows of pricing only)
- b. OMNIA and other contracts provide for design, project management, fees to receive, load, deliver and install.
- c. Freight varies by manufacturer and some include freight, but obviously it impacts overall budget

**Answer #9:**

- a. Yes, this should be included. The spreadsheet has been updated with a line for subtotal, freight and install, and total.*
- b. Bidders to specify which contracts apply to their bids.*
- c. Bidders should include freight as it applies to their products. If freight or install is not submitted as a separate line item, the client will assume freight and install are included in contract pricing.*

**Question #10:** Regarding the Statement of Work- Pg. 20 The specification documents should be treated as “Basis of Design” for any closed-line furniture pieces and all office furniture. Equal alternates are to be reviewed by both the client and the design team for approval. Please advise if equal alternates are to be sent for approval prior to bid submittal.

**Answer #10:** *No, equal alternates will be reviewed by client and design team following short list interviews and showroom tours. Equal alternates may be included in bid submittal.*

**Question #11:** Open line items should match furniture documents as specified. At the owner’s discretion, substitutions can be considered after the bidder has been short listed. Please advise on date of shortlist and if we should include substitutions during this phase of bid.

**Answer #: 11:** *Yes, include substitutions. Short list interviews will be conducted the first week of June, pending short list bidders’ availability.*

**Question #12:** Regarding the Furniture Pricing Sheet: Please advise if “basis of design” is not being bid due to closed manufacturer, which column (better or best) should we include our substitution.

**Answer #12:** *Basis of design (or manufacturer’s equal alternate) is to be submitted in the “best” column. This will be clarified by updating the column name to “basis of design / equal.” Manufacturer’s better value option, with comparable quality, can be submitted in the “better” column. This will be updated to “better value.”*

**Question #13:** Please clarify if “better” and “best” columns in the pricing spreadsheet refers to tiered discounting based on awarded scope. Or if it refers to additional product suggestions.

**Answer #13:** *Basis of design (or manufacturer’s equal alternate) is to be submitted in the “best” column. This will be clarified by updating the column name to “basis of design / equal.” Manufacturer’s better value option, with comparable quality, can be submitted in the “better” column. This will be updated to “better value.”*

**Question #14:** Please advise if freight and labor should be included in each product line or a total sum per package.

**Answer #14:** *total sum.*

**Question #15:** Regarding Furniture Package Office Typicals OF.1, OF.2 Please advise what storage is needed for the upper and lower storage (under desk bookcase, file/file, box/box/file, closed overheads with hinged doors, etc).

**Answer #15:** *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume closed overhead storage, and locking lower storage. Bidder to specify what storage type is submitted in their pricing.*

**Question #16:** Would you like the height adjustable leg hidden in the credenza or free standing?

**Answer #16:** *No preference*

**Question #17:** OF.3, OF.4, OF.5 Please advise what storage is needed for the upper and lower storage (under desk bookcase, file/file, box/box/file, closed overheads with hinged doors, etc).

**Answer #17:** *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume closed overhead storage, and locking lower storage. Bidder to specify what storage type is included in their pricing.*

**Question #18:** Please advise if you would like the return to have storage or be a fixed worksurface, with all storage located in the back credenza.

**Answer #18:** *Return should include lower storage. Bidders should note what storage is included in their pricing.*

**Question #19:** Please advise if you would like the return to be connected to the back credenza or spaced as shown.

**Answer #19:** *Bid should be submitted per the plan diagrams provided.*

**Question #20:** OF.7. OF.8 - Please advise what storage is needed for the lower storage credenza (under desk bookcase, file/file, box/box/file, etc.).

**Answer #20:** *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume closed overhead storage, and locking lower storage. Bidder to specify what storage type is included in their pricing.*

**Question #21:** WS.1- Please advise if there is to be a desk mounted screen in front of the user.

**Answer #21:** *Yes, please include the desk mounted screen.*

**Question #22:** WS.2 Please advise if there is to be a modesty panel.

**Answer #22:** *Yes, please include a modesty panel.*

**Question #23:** WS.4 Please advise what type of storage is needed.

**Answer #23:** *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking drawer storage. Bidder to specify what storage type is included in their pricing.*

**Question #24:** WS.6- Please advise if a storage tower is needed as shown in plan view or only lower storage. If only lower storage, do you want storage in both the return and as a mobile pedestal or mobile pedestal only.

**Answer #24:** *WS.6 should include storage in the return as well as a mobile pedestal. No storage tower is necessary, just locking lower storage.*

**Question #25:** WS.8- Please advise what type of storage is needed and if the fixed height desks need modesties full to the floor.

**Answer #25:** *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking drawer storage. Bidder to specify what storage type is included in their pricing. Yes, the desk should have a modesty panel to the floor, but should support a transaction counter function.*

**Question #26:** GENERAL- Please advise if any monitor arms are needed.

**Answer #26:** *Yes, include monitor arms to support two monitors at each station.*

**Question #27:** FURNITURE PACKAGE ANCILLARY SPECIFICATION SHEETS-S.36A AND S.36B Please advise what power is needed within the 4 windows of the power box (simplex, USB-A/USB-C, Data, HDMI, etc)

**Answer #27:** *Specific power needs to be selected after bid award. Bidder to specify which power components are included in their submittal for clarity.*

**Question #28:** S.42B Please advise if the stool is to be the Bernhardt Darby as the description says or if it should be the Bernhardt Prelude which is what is in the image.

**Answer #28:** *All S.42 stools (S.42b, S.42c, S.42d, and S.42e) should be the Bernhardt Prelude, as shown in the photo.*

**Question #29:** S.49A Please advise if this should be a two seat or three seat.

**Answer #29:** *Refer to sheet F114A for configuration- this piece needs to accommodate the chairs and tables shown in the grouping. Overall width to be +/- 13'.*

**Question #30:** S.60 Please advise if we should use a caster or glide on the base.

**Answer #30:** *These chairs will serve as conference chairs, re: F117B. If necessary, include glides.*

**Question #31:** S.61 Please advise on the width needed.

**Answer #31:** *Re: furniture plan F118A for configuration and table arrangement. Length of adjacent wall is 25'-10".*

**Question #32:** On your bid for Furniture, can we bid only on some lines? For example: only the trash cans, or we have to bid on the entire spreadsheet of items listed?

**If we can bid only on some lines, does it have to be the brand name listed or it can be any brand as long as it matches the specs listed?**

**Answer #32:** *Bidders may submit as they see fit. Bids will only be considered if the submissions meet outlined criteria, including, but not limited to attending pre-bid virtual meeting hosted on 4/22/2025.*

**Question #33:** OFFICES OF.1, OF.2, OF.3, OF.4, OF.5, OF.7,

- Are there 3D visuals for the design intent of the offices?
- What type of storage is needed for the upper and lower storage?
- What is width of overhead and tackboard?
- Laminate storage is in spec, will metal be accepted?
- Will monitor arms be required?

**Answer #33:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking closed storage. Bidder to specify what storage type is included in their pricing.*
- *Overhead and tackboard should be the width of the desk surface and return- use dimensions shown in plan.*
- *Specified finishes are the basis of design. Bidders should provide equal alternates if necessary; bidders should specify which finishes are proposed in their submittals.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #34:** OF.5

- Could you please provide bid spec sheet for T-22
- Could you please provide bid spec sheet for S-13
- Laminate storage is in spec, will metal be accepted?

- Will monitor arms be required?

**Answer #34:**

- *T.22 spec sheet is attached.*
- *S.13 spec sheet is attached.*
- *Specified finishes are the basis of design. Bidders should provide equal alternates if necessary; bidders should specify which finishes are proposed in their submittals.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #35: OF.8**

- What type of credenza and storage is needed?
- Laminate storage is in spec, will metal be accepted?
- Will monitor arms be required?

**Answer #35:**

- *Storage should include under-desk locking storage. No credenza is needed- additional storage shown in plan is included in ancillary package. Final storage specifications will be identified after bid award with the awarded manufacturer. Bidder to specify what storage type is included in their pricing.*
- *Specified finishes are the basis of design. Bidders should provide equal alternates if necessary; bidders should specify which finishes are proposed in their submittals.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #36: WS.1**

- Are there 3D visuals for the design intent of the workstations?
- Is this desk height adjustable?
- What is the depth of the worksurface?
- Should a privacy screen be included with the desk?
- Does any storage need to be included with this station?
- Will monitor arms be required?

**Answer #36:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *No, this is a fixed-height workstation.*
- *30" depth.*
- *Yes, include a privacy screen.*
- *No, no storage is required at this time. Final storage specifications will be identified after bid award with the awarded manufacturer.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #37: WS.2**

- Are there 3D visuals for the design intent of the workstations?
- What is the depth of the worksurface?
- Should a privacy screen be included with the desk?
- What are the storage needs for the mobile storage piece?
- Do we need to account for power distribution to these height adjustable tables?
- Will monitor arms be required?

**Answer # 37:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *30" depth.*
- *No, a privacy screen is not necessary.*
- *Small amount of storage to support daily "come and go" functions. Final storage specifications will be identified after bid award with the awarded manufacturer. Bidder to specify what storage type is included in their pricing.*
- *Yes, please account for power distribution.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #38: WS.3**

- Are there 3D visuals for the design intent of the workstations?
- Should a privacy screen be included with the desk?
- What is the size of the worksurface?
- Will monitor arms be required?

**Answer #38:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *Compose Echo by Haworth is the basis of design for this workstation. Please provide privacy screens comparable to those that are a part of the Compose Echo system. Bidders to specify what level of privacy screen is included in their submittal.*
- *Bidder to price the basis of design desk at 4'-6" wide and 2'-6" deep.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #39: WS.4**

- Are there 3D visuals for the design intent of the workstations?
- What is the depth of the worksurface?
- Should a privacy screen be included with the desk for any privacy?
- Should tackable screens be included on the center power spine?
- What are the storage needs for the shared storage credenza?
- Will monitor arms be required?

**Answer #39**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *30" deep.*
- *Yes, include a privacy screen.*
- *No, tackable screens are not necessary.*
- *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking closed storage. Bidder to specify what storage type is included in their pricing.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #40 WS.5**

- Are there 3D visuals for the design intent of the workstations?
- Is this desk height adjustable?
- Where is the privacy panel needed?
- Does any storage need to be included with this station? If so what should be included?
- Should the transaction tops have an ADA portion?
- Will monitor arms be required?

**Answer #40:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *No, this is a fixed-height desk.*
- *Privacy panel should go along the front of the desk surface.*
- *Yes, please include lower storage along the return. Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking closed storage. Bidder to specify what storage type is included in their pricing.*
- *Yes, the transaction top should have ADA accessibility.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #41: WS.6**

- Are there 3D visuals for the design intent of the workstations?
- What is the height of the panels?
- What storage components and sizes are to be included with the lower storage
- What are the depths of the worksurfaces?
- Will monitor arms be required?

**Answer #41:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*

- *Panels to be a minimum 14" above work surface height. Bidder to specify panel height included with submittal. Final panels specs to be coordinated with owner following bid award.*
- *Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking closed storage. Bidder to specify what storage type is included in their pricing.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #42:** WS.7

- Are there 3D visuals for the design intent of the workstations?
- This references a panel – where is the panel going and what are the height requirements?
- Does any storage need to be included?
- Will monitor arms be required?

**Answer #42**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *This was a mistake; no panel is necessary at this location.*
- *No, storage is not necessary.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #43:** WS.8

- Are there 3D visuals for the design intent of the workstations?
- Does any of this desk need to be height adjustable?
- This references a panel – where is the panel going and what are the height requirements
- Does any storage need to be included with this station?
- Will monitor arms be required?

**Answer #43:**

- *No, there are no 3d visuals created. Please use the dimensioned floor plans and notes provided.*
- *No, no height adjustability is necessary.*
- *The panel should go along the front of the work surfaces on the south side of the plan diagram (the 6'-6" and 4'-6" lengths.) The panel should be a minimum of 14" above work surface height, but final panel specifications will be coordinated with the owner after bid award.*
- *Yes, lower storage at the desk surfaces and at the rear credenza should be included. Final storage specifications will be identified after bid award with the awarded manufacturer. Assume locking closed storage. Bidder to specify what storage type is included in their pricing.*
- *Yes, please include monitor arms to support two (2) monitors per desk.*

**Question #44:**

Please advise if a cooperative buying contract is to be used for all product pricing.

**Answer #44:** *Cooperative buying contract should be the minimum pricing, deeper discounting should be applied in addition.*

**Question #45:**

Please advise warranty, brochure and other supporting documents are required for basis of design products.

**Answer #45:** *Bidder to include documentation they deem necessary to support submittal.*

**Question #46:**

Please advise if M.32 should be included in the specification package or if it was removed. There is a blank line labeled M.32 in the spreadsheet and tags on the plan but no specification.

**Answer #46:** *M.32 should be included. See attached spec sheet.*

**Question #47:** T.30 – Everly table has been discontinued. Would you like us to substitute Bernhardt Luca in place or recommend something else?

**Answer #47:** *Bidder to substitute equal alternate as their lines allow.*

**Question #48:** M.14a, b, c, d – The Tour Ottoman only uses a black or brown belting strap. Which would you like?

**Answer #48:** *Final finish specifications will be selected by the owner after bid award. Provided specifications are for basis of design. Bidders should provide pricing for their available equal alternates and specify what is included in their bid price.*

**Question #49:** S.18a and b – The Code sofas cannot have power in the backrests. Would you like us to quote without?

**Answer #49:** *No- please meet power intent listed in the basis of design; an alternate specification is acceptable.*

**Question #50:** S.53 – The barstool frame is made of maple which does not have an M77 finish. Would you like us to quote 866 to match other finish selections?

**Answer #50:** *Specified finishes are for basis of design. Provide pricing for finish to match equal finish level for pricing; final finish selections are to be made by the owner following bid award.*

**Question #51:** This cannot have a contrasting fabric due to construction. Which fabric would you like?

**Answer #51:** *Provide pricing for finish to match equal finish level as listed per the basis of design; final finish selections are to be made by the owner following bid award.*

**Question #52:** The Pause bench is made of maple which does not have an M77 finish. Would you like us to quote 866 to match other finish selections?

**Answer #52:** *Specified finishes are for basis of design. Provide pricing for finish to match equal finish level; final finish selections are to be made by the owner following bid award.*

**NO. OF PAGES (including cover sheet):**

**Bid Responses must submitted to WSU Office of Purchasing prior to the bid closing date and time in the format as described in the original bid solicitation!**

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