



County of El Paso Purchasing Department
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ADDENDUM 1

To: All Interested Proposers
From: Elvia Contreras, Formal Bid Buyer
Date: April 16, 2015
Subject: RFP# 15-013, Office Furniture for Ascarate Annex (Tax Office)

This addendum is to serve as a recap of the pre-proposal conference and modifications to the specifications.

1. Room 119 & 118 for conference table and seating? Are we still to do those?
RESPONSE: Yes.
Room 118 – 10 chairs with armrest.
Room 119 - Small round conference table with four chairs.
2. If it doesn't call for a "Task Chair" we're not doing a task chair?
RESPONSE:
No Task Chairs.
3. Is there a CAD file for this Bid?
RESPONSE:
The file is available on our website: www.epcounty.com
4. How would you like the price sheet?
RESPONSE:
See page 14; 3.5 Cost Proposal; Pricing and Price Adjustments.
5. What is the flooring finish going to be in the VTC Workstations?
RESPONSE:
Offices will be carpet and the public area will be tile.
6. What type of tile?
RESPONSE:
See attachment.

7. Do you want quotes on storage files/cabinet files?
RESPONSE:
No.
8. Do you want seating for the waiting area in the front?
RESPONSE:
No, the Tax Office has furniture for that area.
9. When will the Tax Office open?
RESPONSE:
The Tax Office would like to move in on June 19 2015.
10. Can vendors still stop by to measure the rooms?
RESPONSE:
Yes, the facility is open Monday thru Friday 8:00 a.m. to 5:00 p.m.
11. Please explain what is meant by zone data distribution capability on page 18?
RESPONSE:
Electrical zone be separate. For example: If one electrical zone goes out it should not take out the entire workstation.
12. Not all areas in bid spec or drawing indicate how many pedestals are required in each space and the type of pedestals would you like in each space Box/Box/File; File/File; Pencil drawer file; Mobile pedestal, Mobile pedestal with padded seat. This is not indicated by the drawing please give us more detail.
RESPONSE:
1 permanent pedestal per workstation.
13. Not all areas indicate what type of work surface finish is required for the furniture in the rooms do some require wood and other laminate? None of the specs indicate this information.
RESPONSE:
If the there is no price difference then the department would prefer wood finish.
14. Not all areas indicate how many bins are required in each space and what type of bins are required? Shelving bins or storage bins can they have sliding doors or do they need to flip up? For the offices can these bins be wall hung on a track or do we need to have them on wall tracks? The aforementioned items are not indicated in the drawings.
RESPONSE:
Flip up doors, they need to be mounted on panels.
15. Some spaces state "modular furniture "(Example Room #130 Door 131) and others state "workstation" (Room #128 Door 129) which are to be freestanding and which are to be systems furniture this is not indicated by the drawing.
RESPONSE:
"Modular Furniture" and "Workstation" is the same description.

16. Where panel system is indicated what are the panel heights for these areas? Do they all need to be the same height? Are some required to be lower or taller than others?
RESPONSE:
Depending on the workstation and the purpose of the use of the panel, some will be lower than others.
17. Can we get a drawing that indicates power location so that we can note power entry for our system?
RESPONSE:
See attachment.
18. Can we use LED lighting in place of fluorescent lighting?
RESPONSE:
Yes, the building is fitted with LED lighting therefore it is preferred, but fluorescent is acceptable also.
19. The VTC room 111 & 112 show workstations but the specs only request seating, need to confirm that we do not need to provide additional furniture for this space.
RESPONSE:
Quote the workstations seating.
20. Is there a wall between Room 139 VIT Clerk and Room 102 Hotel/Beverage? Can we mount furniture to these walls?
RESPONSE:
Yes there is a wall between Room 139 VIT Clerk and Room 102 Hotel/Beverage. Yes you can mount furniture on these walls.
21. Room 102 Hotel/Beverage Room indicates that the U-shaped work station is required yet drawings indicate that this will not fit in the space and still be ADA compliant are we to design this space as shown in the drawing since written specification can't be met in this space?
RESPONSE:
Propose best ADA compliance plan.
22. Does furniture need to be on purchasing contract or can it be Open Market?
RESPONSE:
Provide quote for open market and purchasing contract.
23. Room #128 - Is the round table an additional piece to furniture for this room? Should an additional 2 guest chairs be added to this room?
RESPONSE:
Yes, separate table and chairs.
24. Room #130 - Is the reception counter an additional piece for the modular workstation?
RESPONSE:
Yes, additional modular.
25. Room #123 - On bullet point number 4, is the solid wall the south wall in the room, facing the hallway? Is the extra writing surface an additional piece to the room?
RESPONSE:
South wall-2 workstations

North wall 4 workstations

26. Can you please show where the two modular work stations are located in for File Area 129?

RESPONSE:

The two (2) work stations need to be designed to fit on the south wall and four (4) to fit along the north wall (side by the windows). Space from the file room can be utilized to accommodate the fourth workstation.

27. Room #114 - Is the L-shaped work station an additional piece?

RESPONSE:

See sample room attached.

28. Room#139 - Do you want us to comply with A.D.A. codes for this room? (If we add the L-shape to the back of the room it will have to be small work surface.)

RESPONSE:

Already ADA compliant.

29. Room #102 - Will this work station change from an "L" to a long work surface along the wall; that is shared between 102 and 139?

RESPONSE:

Yes, a long work surface along the wall is needed.

30. VTC Workstations - Do the 14 stools need to have a lumbar support?

RESPONSE:

Yes.

31. Room #105 - Will work station change to an L-shape work station with a reception counter top?

RESPONSE:

Vendors are to disregard "L-Shape" and "U-Shape" design and propose what fits best in each office.

Overall Questions:

32. On "Panel/Frame" Is the 3" panel thickness a requirement that will be enforced?

RESPONSE:

Yes.

33. On "Hanging Work Surfaces" is the requirement for a 1" gap along the back of the work surface going to be enforced?

RESPONSE:

Only where external electrical and data conduit need to be.

34. On "Hanging Upper Storage Requirements", if we don't use vertical wall strips; how would you like the overhead binder bins to be installed on the wall? An example, attach the cabinet directly to the wall with ____?

RESPONSE:

The County will not allow for drilling to be done on wall. Panels are to be installed.

35. Will the County accept the furniture installation with a gap along the wall; where the conduit lines for data and electrical exist. 1 inch - 2-1/2 inch gap, if an open frame panel is not used?

RESPONSE:

Yes.

36. Vendor is calling out the overall questions, because a product is available that meets the County's spec, but the vendor wants to make sure other vendors don't submit a price for HON, which does not meet the spec.

RESPONSE:

County is open to all proposals.

Modifications to Specifications:

1. Vendors must include estimated delivery time on proposal response.
2. Vendors are to disregard "L-Shape" and "U-Shape" design and propose what best fits in each office.
3. Update on chairs:
 - Enforcement/Investigators= 10 chairs total