



**ADDENDUM #02
RFP NUMBER – R22-067 DS
05/12/2022**

NAME OF PROJECT: Transit Campus Expansion Furniture

PROPOSAL DUE DATE 5/23/2022 AT 5:00 PM

This document shall become as fully a part of the above named RFP and Contract Documents as if included and shall take full and complete precedence over anything stated or shown to the contrary in them.

Acknowledgment: Each Offeror shall indicate in the place provided acknowledgment of receipt of this Addendum.

Each and every Offeror, subcontractor, and material supplier shall be responsible for reading each and every item in this Addendum to ascertain the extent and manner it affects the work in which he is interested.

*****CHANGES TO THE PUBLICATION NOTICE*****

The following item and information are corrections and additions to the above referenced project.

1. CAD .dwg files
2. Vendor Questions (Please see below)

Offeror shall acknowledge receipt of this addendum by signing below, and this addendum must be returned as part of the proposal.

Signature

Date

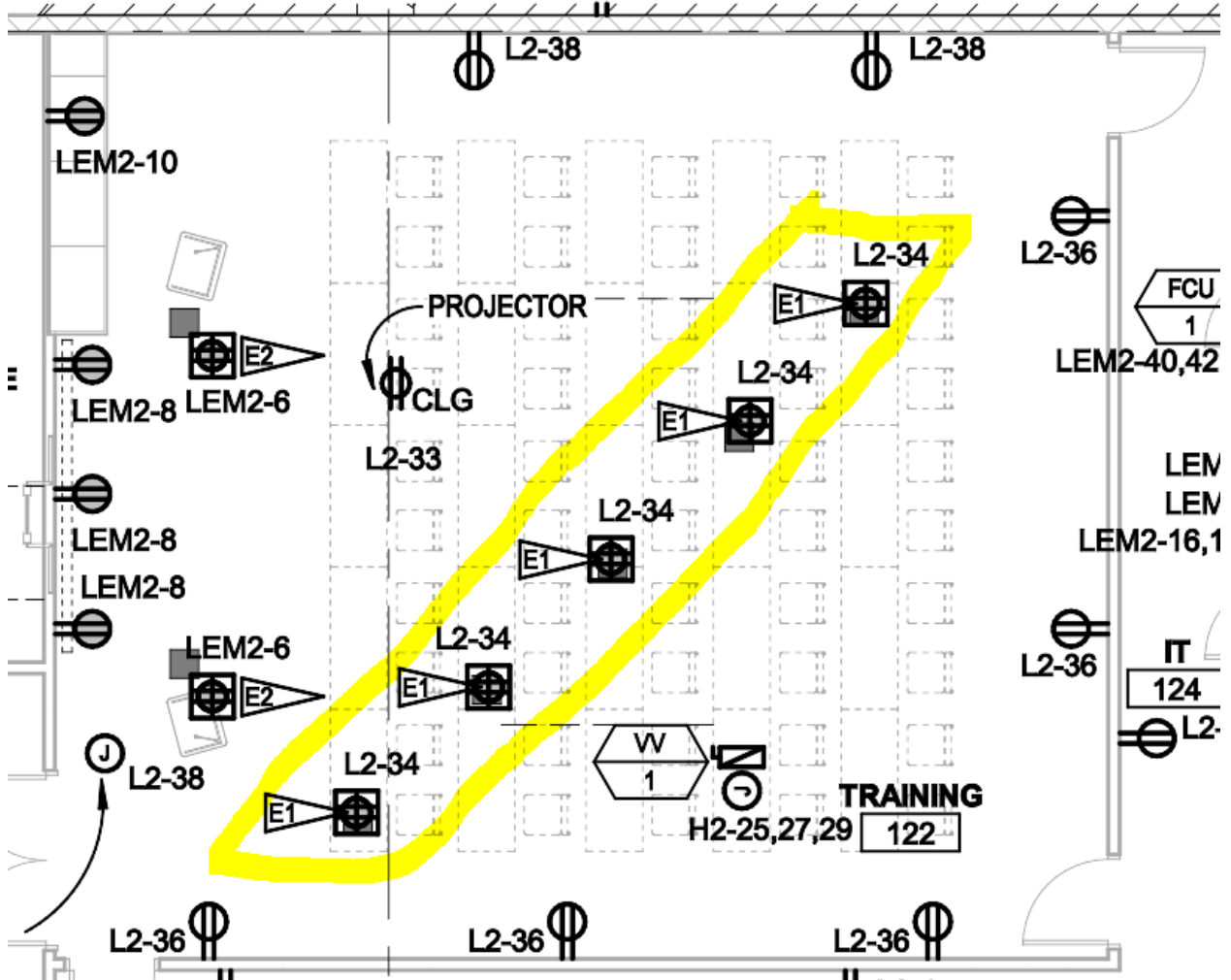
Firm

- 1) Is there a budget?
The estimated magnitude for this project is \$100,000 - \$250,000.
- 2) Are there union requirements?
There are no union requirements for this project.
- 3) What is the start/end date for work?
Please refer to Exhibit 5, Section 2 of the RFP.
- 4) Are AutoCAD file(s) / .dwg available?
Please see attachment in addendum 2.
- 5) Request for Layout / Block Plans of furniture
Please see documents included in addendum 1.
- 6) What is the physical address of location?
1190 Transit Dr. Colorado Springs, CO 80903
- 7) What is the Basis of Design (FF&E) Furniture, Fixtures and Equipment?
FF&E BoD is not available for this project.
- 8) What is your Tax Exempt number?
Please refer to section 1.20 of the RFP.
- 9) Is there a Contract number?
A contract number will be assigned once a contract is in place.
- 10) What is MMT's criteria for options of furniture
MMT is looking for the best value and best function.
- 11) Will Purchasing the furniture be included in the contract
Yes, purchasing of the furniture is a component of this project.
- 12) In the administration offices based on how the furniture is laid out on the pdfs, if we added an overhead shelf, it would block the windows in the offices. Do you want us to rearrange the desk layouts in the offices to make the overhead cabinets work?
MMT is not opposed to a rearrangement of the layout such that the overhead/flipper cabinet and desk wall does not block the window. If proposers feel such a rearrangement is prudent, MMT requests that proposers include an informal sketch or markup of the floor plan provided to illustrate the nature of the proposed rearrangement.
- 13) For the lateral file in the administration offices do you want a 2-high lateral file or higher?

A 2-high cabinet is acceptable

14) In the training room is power and/or data needed for each table?

This is not a specific requirement; however this is an option MMT would consider if price is acceptable.



15) In the training room do you need us to quote out two podiums that are shown at the front of the room?

This is part of the millwork/casework and is not a requirement of this RFP.

16) In the training room for the stacking/nesting chairs, is an upholstered seat and/or back chair preferred or a full polypropylene chair?

A fully upholstered seat is not required. A polypropylene chair with, at the most, light fabric padding or partial upholstery support on the back and bottom. Primary consideration for this space is value and ability to nest/stack.

17) In the training room are the workstations/carrels shown in the top right corner of the room?

Please disregard the boxes as millwork is not included in the scope of work. MMT's suggestion is not to exceed 36" - 48" width for a single carrel.

18) In the break room are round or square tables preferred.

Round or square will be considered. MMT is looking for a product that will maximize space and is the best value.

19) In the break room do you want the tables to be all one height? Standard desk height or bar height?

Standard height (that is, between 28 and 32 inches); Not bar height.

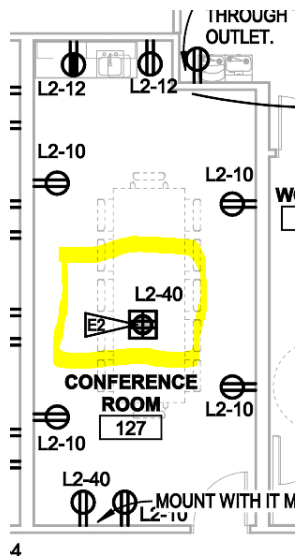
20) In the operators training office for the workstations, do you want them to be cubicles with cubicle walls. What height for the panels? What sort of storage is needed within? Do they need height adjustable surfaces within?

- **Cubicles with cubicle walls are acceptable. Cubicle walls do not have to be the same height. For example, 48" to top of cubicle wall for edge facing the building wall, with a higher wall in between each cubicle.**
- **Panel height requirement is undefined; only requirement by MMT is that the walls between workstations be of sufficient height to allow for privacy and mounting of a flipper cabinet.**
- **Storage/Utility shall include**
 - **(1) tackboard per cubicle, (4) tackboards total**
 - **(1) flipper door storage cabinet, mounted to the higher walls which divide cubicles, (4) flipper door storage cabinets total**
 - **(1) mobile pedestal filing cabinet, with a minimum of (3) drawers per cabinet [e.g., two utility drawers and one file drawer], for a total of (4) mobile pedestal filing cabinets total**
 - **(1) set of binder storage and paper tray assemblies for each cubicle, (4) such assemblies total**
- **Height-adjustable surfaces are not required.**
- **Example description of total assembly per cubicle in the operator's training office is 4 such assemblies:**
 - **L-shaped fixed-height desks, with under-desk pedestal cabinet with drawers as described above**
 - **lower cubicle wall height acceptable along edge which directly abuts the building wall**
 - **higher cubicle wall heights between each cubicle, sufficient height to accept flipper cabinet and tackboard while leaving working room underneath the cabinet**
 - **binder storage and paper trays mounted against cubicle wall which abuts building wall.**

21) In the conference room is power, data, USB or HDMI needed in the middle of the conference table?

This might be a convenient option to have. However, as noted in Question 14, this may be accomplished with either a simple passthrough hole with a cover, or by a concealed/‘flip-up’ receptacle station. If there is a significant cost difference, then a simple passthrough hole with cover is an acceptable alternative to a flip-up receptacle station. However, a flip-up receptacle station may be the most aesthetically pleasing option; defer to proposer’s best judgment.

- 22) In the conference room is there a floor box below the table?
Yes, see screen capture.



- 23) For the administrative offices 112, 114, 115, 116 & 117, are you opposed to layout being rearranged to be able to accommodate: Desk with hanging file cabinets, Desk mounted overhead shelving unit, task chair, visitor chair, lateral locking file and an open-face 3 shelf bookshelf? Due to the fact that there are windows in each of the offices.

MMT is not opposed to such a rearrangement. If rearrangement is proposed. Please provide an informal markup or sketch illustrating the proposed rearrangement.

- 24) Is office 115 supposed to be a different size and shape than all the other offices?

Yes, the office itself is larger and laid out differently. A separate desk product/assembly does not need to be specified. The only special note for Room 115 is that it receives two (2) visitor chairs.