



Oregon State University

UPPER DIVISION AND GRADUATE STUDENT HOUSING FURNITURE INSTALLATION

ITB #2024-013913

ADDENDUM NO. 1

ISSUE DATE: January 10, 2024

CONTRACT ADMINISTRATOR:

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Construction Contracts Administration

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This Addendum is hereby issued to inform you of the following revisions and or clarifications to the above-referenced Solicitation and/or the Contract Documents for the Project, to the extent they have been modified herein. Any conflict or inconsistency between this Addendum and the Solicitation Document or any previous addenda will be resolved in favor of this Addendum. Proposals shall conform to this Addendum. Unless specifically changed by this Addendum, all other requirements, terms and conditions of the Solicitation Document and or Contract Documents, and any previous addenda, remain unchanged and can be modified only in writing by OSU. The following changes are hereby made:

7.8 EVALUATION CRITERIA

Item 1 7.8.3 Product Catalog and Approach (20 Points) has been modified as provided for below:

7.8.3 Product Catalog and Approach (20 Points)

Identify the products and provide cut sheets and specifications (to be included as an Exhibit which will not count towards the Page Limit) for all items included in the Table provided in Section 1.4 – Summary of Work that you are proposing to provide. Proposer may offer up multiple pricing tiers of products that meet the requirements described herein with Price Points being determined based upon the most expensive product tier.

Describe how the products you are proposing satisfy OSU's requirements described herein. Provide information regarding all product and service warranties. Provide a preliminary schedule for the delivery and installation for all submitted furniture.

QUESTION/ANSWER:

- Item 2 Q: In order for us to determine if we should move forward with this RFP, we need additional information. Has this RFP been sent to manufactures directly or was it only sent to furniture dealers?
A: The Project Management team identified both manufacturers and dealers who were to be notified when the solicitation posted. However, this is an open solicitation open to anyone who feels they can meet the scope of services and wishes to propose.
- Item 3 Q: Exhibit 1 states that specifications are included, however, we didn't find any furniture specifications. Can you please provide?
A: There are no specific furniture specifications for this project. Please refer to Division 12 of the OSU Construction Standards for baseline specifications - https://fa.oregonstate.edu/sites/fa.oregonstate.edu/files/master_design_construction_standards_2023_final.pdf#page=111
- Item 4 Q: Did the RFP go directly to furniture manufacturers, not through a furniture dealer?
A: The Project Management team identified both manufacturers and dealers who were to be notified when the solicitation posted. However, this is an open solicitation open to anyone who feels they can meet the scope of services and wishes to propose.
- Item 5 Q: As I'm not seeing furniture layout plans for the 5 student room "typicals", I assume that the bidder is to create and provide the furniture layout for these rooms, correct?
A: Confirmed. We would like the bidder to provide proposed layouts as well as furnishings. Supplemental material provided in Exhibit 1 should be sufficient to support this effort. This should be addressed under Evaluation Criterion 7.8.3 Product Catalog and Approach.
- Item 6 Q: Please confirm that this RFP does not provide specific furniture specifications, i.e. case good and/or upholstery material type, construction method, finish details, hardware or dimensions of any kind. And, that the bidder is to design and supply one or more furniture options (with finishes and fabrics) of their own choosing that would be appropriate for Upper Division and Graduate Student Housing, correct?
A: Confirmed. The furnishings in this facility will be stand alone and not expected to integrate into other UHDS facilities. We would like to see what the market has to offer as we shift away from previous resident room standards. This should be addressed under Evaluation Criterion 7.8.3 Product Catalog and Approach.
- Item 7 Q: Is there a preference for the casegoods to be constructed in any of the following materials? Solid Wood; Laminate; Metal; Mixed Media
A: No preferences assuming the substrates meet baseline expectations outlined in the OSU Construction Standards.
- Item 8 Q: Will an elevator be available in the building for the installers to use or stairway only?
A: The facility will have an elevator for use which will be prioritized for furniture installations at the scheduled time (July 22-August 2, 2024).

Item 9 Q: How far away from the building can the delivery truck(s) park? Is there a loading dock?
A: Trucks will be able to park in front of the building at the north entry. It is approximately 100ft to the building entry with no steps or obstructions.

Item 10 Q: I understand that product specifications are going to be provided in an addendum since Exhibit A referenced specifications, but none were provided. What is the timing of receiving that addendum? Would OSU consider giving a new deadline for specification substitution requests, if we need to submit those? Currently, as the RFP reads, substitution requests are due "10 calendar days before the RFP due date". I believe that would be Monday, Jan. 15.
A: No additional specifications will be provided. All additional context will be provided at the Pre-Proposal meeting. As such, no substitution requests are necessary during the solicitation process.

Item 11 Q: We see furniture laid out in the designs provided. We assume that we should use our furniture with those layouts and not produce our own designs but please confirm this.
A: The layouts were developed as a fit test by the design team. You are welcome to use the existing layouts with your furnishings or propose alternate approaches. This should be addressed under Evaluation Criterion 7.8.3 Product Catalog and Approach.

Item 12 Q: The RFP indicates the Proposer and/or a subcontractor are required to have to have a Construction Contractors Board (CCB) license in the state of Oregon. Might you have a list of installation subcontractors that hold this license that we can contact? We have contacted several installation companies as well as movers but none have this license.
A: OSU will not provide a list of installation subcontractors.

END OF ADDENDUM NO. 1