

ADDENDUM ONE QUESTIONS and ANSWERS

Date: July 11, 2024

To: All Bidders

From: Vicki Collins, Procurement Contracts Officer
AS Materiel State Purchasing Bureau (SPB)

RE: Addendum for Invitation to Bid Number 6904 OF to be opened July 22, 2024 at 2:00 P.M.
Central Time

Following are the questions submitted and answers provided for the above-mentioned Invitation to Bid. The questions and answers are to be considered as part of the Invitation to Bid. It is the Bidder's responsibility to check the SPB website for all Addenda or Amendments.

<u>Question Number</u>	<u>ITB Section Reference</u>	<u>ITB Page Number</u>	<u>Question</u>	<u>State Response</u>
1			I am writing to request information regarding a previous award related to 6904 OF. Specifically, I am seeking details from the most recent award prior to the current solicitation. Source of the Bid: The origin of the bid, including the specific state, county, or entity that issued the previous solicitation.	Previous ITB 4633 OF was solicited by the Nebraska Department of Administrative Service, State Purchasing Bureau (SPB). Four vendors were awarded contracts from ITB 4633 OF. Reference Attachment B – ITB 4633 OF Awarded Bid tab.
2			Pricing Data: Detailed pricing information, including unit prices, total quantities awarded, and any other relevant pricing data.	Reference Attachment B – ITB 4633 OF Awarded Bid tab.
3			Previous RFQ Number: The request for quotation (RFQ) number associated with the most recent award prior to the current solicitation.	None.
4			In the bid it states that you want a discount from our price list noted. Our price list is based on selling complete chairs through to commercial dealers. Our kit pricing is not based on a discount from list price but from a cost up basis.	Bidder may provide tiered pricing for catalog items in lieu of discount percentage.

			We can provide tiered pricing accordingly. Will this be acceptable?	
5			We are also very interested in offering additional products that would help enhance your seating offering for task and conference chairs. Where can we do that?	On Attachment A, the last item, #50, Other Materials, may be used to submit these items.
6	VI. E. 1.	25	In the bid it states that no substitution is allowed for Core Items yet on page 25 Section E1 it urges manufacturers to submit alternatives with pricing and specifications. Which is it? Can we offer alternatives to what is listed or not?	The Core Items are necessary to support CSI's existing product line, but CSI is interested in evaluating alternatives for possible additional award. Yes, you can offer alternatives to the Core Items.
7	VI. L. 3.	27	On page 27, Section L3, it states that product may be returned to us for full credit for any reason. As we are not supplying finished product but only kits, this is not acceptable. Nightingale is agreeable to provide replacement parts to Cornhusker Industries at no charge providing that this is due the parts being defective and not due to misuse, abuse or freight damage. No supplier of chair kits will find this acceptable.	If bidder disagrees with a clause as written, bidder should mark the "No" or "No & Provide Alternative" box with an explanation in the Notes/Comments section.
8	VI.O.1.	28	On page 28, Section O1, it states that we are agreeing to repair or replace product at no charge. How can we be expected to do this when we have no workers in Nebraska? We are happy to provide replacement parts to Cornhusker Industries at no charge in support of their warranty providing that this is a legitimate warranty claim.	If bidder disagrees with a clause as written, bidder should mark the "No" or "No & Provide Alternative" box with an explanation in the Notes/Comments section.

9			Please advise if these clauses will be modified or removed from the bid.	If bidder disagrees with a clause as written, bidder should mark the "No" or "No & Provide Alternative" box with an explanation in the Notes/Comments section.
10			Response specifics: Can we manipulate the excel worksheet by copying and adding rows?: for multiple manufactures for multiple options and to show multiple discount levels or tiers.	Please use Attachment C – Supplemental for Additional Alternatives. Bidder may submit Attachment C multiple times for each manufacturer.
11			Response specifics: How are the responses being evaluated? And by who?	The State will evaluate bid responses based on the bidder's responsibility, responsiveness to requirements and meeting the criteria in Section I. S. The responses will be evaluated by DAS for responsiveness and by CSI for conformance to specifications and alternatives provided.
12			Response specifics: Multiple percentages off discount okay to show tier pricing?	Yes. Bidder may provide tiered pricing for catalog items in lieu of discount percentage.
13			Product specifications: What level of value add should we assume for each product type? There isn't really a definition of value add as we have levels to offer and want to respond with the value add level needed to be priced.	CSI to assemble kit (value added) products. Products should be painted and ready to assemble.
14			Product specifications: Seating: assemble and/or CSI to upholster & assemble?	CSI to upholster and assemble
15			Product specifications: Filing: assemble and/or CSI to paint & assembly?	Vendor to paint and CSI to assemble
16			Product specifications: Systems: upholster panels and/or make the worksurfaces?	Vendor to upholster panels. CSI to make work surface.
17			Product specifications: Tables: assemble and/or CSI to make tops & assemble?	CSI to make tops and assemble. Vendor to provide leg kits.
18			Line 15 Sitka variety of ways listed and Line 34 Develop tables there are 7 different	Vendor to provide prices on models available

			base types listed: are we to price out our response for each of the options for qty 250 of them?	
19			Lines 23/24: which chairs are the dollies for? There are many types of dollies for different chairs covered.	Vendor to provide prices on models available. The dollies would be used for stacking chair models.
20			Line 43: what is the typical or size and with what inside the systems workstation? Qty 5 workstations?	Sizes vary depending on customers wants/needs. Approximately 5 installs per year.
21			Where and when will the answers to questions we and others have posed be posted?	Answers can be viewed via the following link: https://das.nebraska.gov/materiel/bidopps.html Reference the Schedule of Events in Section I.C. on the boilerplate template for dates and website links.

This Addendum will become part of the ITB and should be acknowledged with the Invitation to Bid.