

March 7, 2017

RFP 683325 Mobile/Portable Event Furniture

The following modification shall be made to the RFP Document:

1. Page 38, correct Header Section “Attachment E – Pricing and Discount Sheets” with “Attachment F – Pricing and Discount Sheets”. (Note, Table of Contents is correct as well as references to Attachment F.)

Pre-Proposal Conference Call

A non-mandatory pre-proposal call was held on Monday, February 13, 2017. The following companies to date have received a copy of the RFP (companies with an asterisk had representation on the call):

Mitylite	Virco Manufacturing
Palmer Snyder	PS Furniture
SpecSeats*	Computer Comforts, Inc.
Highland Product Groups	MTS Seating
Peter Pepper Products	Rapp Products DBA Furniture Lab*
Built Interior Construction LLC	DIRTT
Missoula’s Office City	Darvin Furniture
The Senator Group	JH Carr
Dundas Interiors	Insalco
CARR Supply*	McCourt Manufacturing

As a result of the Pre-Proposal Conference call held on February 13, 2017, certain questions were raised and discussed. These items are described in this addendum.

The questions below were submitted to E&I by potential Suppliers prior to the deadline for written questions.

1. Is this RFP only for Mobile/Portable Event Furniture? Do you have a contract for Education Furniture and if so when will that go out to bid?
Answer: This RFP is for a Supplier’s complete catalog of Mobile/Portable Event Furniture such as folding tables, folding chairs, stacking chairs, etc. as described in the RFP’s Scope of Services. A Supplier may include additional product lines but the evaluation of the RFP is based upon the described categories. E&I does have additional Furniture Agreements with suppliers for various furniture categories as listed on the E&I web site <https://www.eandi.org/>. We do not currently have any additional furniture RFPs scheduled, however, Suppliers may visit the E&I web site for RFP updates.
2. Can Manufacturers assign servicing dealers to receive the PO, Invoice and coordinate the install/delivery?
Answer: Yes, the Manufacturer may assign servicing dealers, however, the Manufacturer must be capable of collecting all data for reporting purposes and the Manufacturer will be required to adhere to the terms of any resulting agreement.

These changes constitute an addendum to the above referenced RFP and are made a part thereof.

Please sign below and return the addendum with your RFP response to acknowledge receipt of the addendum. Should you have any questions or concerns, please do not hesitate to contact me, Judy Schaffer at jschaffer@eandi.org. Thank you.

Sincerely,



Judy Schaffer
Executive Director, General Products & Services & Interiors

cc: Helga Strobel-Pedisich

(Supplier)

(Authorized Signature)

(Printed Name)

(Title)

(Date)