

**Washington Unified School District**

**Request for Proposals  
For  
Furniture, Fixtures & Equipment**

**ADDENDUM NO. 1**

December 8, 2023

Owner: Washington Unified School District  
930 Westacre Rd.  
West Sacramento, CA 95691

Project Manager: Capital Program Management, Inc.  
1851 Heritage Lane, Suite 210  
Sacramento, CA 95815

This Addendum has been prepared to clarify, modify, delete, or add to the Request for Proposals (RFP) for the above referenced project, and revisions to items listed here shall supersede description thereof prior to the above stated date. All conditions not specifically referenced here shall remain the same.

TOTAL PAGES IN THIS ADDENDUM (including attachments): **03**

# Washington Unified School District

## Request for Proposals For Furniture, Fixtures & Equipment

### ADDENDUM NO. 1

#### PART A - RESPONSE AND CONTRACT REQUIREMENTS

- 1.0 The deadline for submitting proposals has not changed. Proposals are due on Wednesday, September 20, 2023 by 2:00:00 p.m. Proposals shall be submitted on or before the deadline indicated in the schedule by electronic mail with the subject "RFP No. 23.02 - [Respondent's Name]" to: Daniel Banowetz, Director of Facilities, Construction, and Planning [dbanowetz@wusd.k12.ca.us](mailto:dbanowetz@wusd.k12.ca.us)

#### PART B - RESPONSES TO QUESTIONS

1. Is there a list of furniture to go along with the other bid documents? Can you please provide them?

At this time, the District is not soliciting pricing on specific furniture pieces. The final inventory list will be incorporated into the District's FF&E purchasing and installation agreement, once the vendor pool has been selected.

2. I have a question regarding the Selection Process #5 Section C: RFP proposals will be rated on the following: Overall Rates, Experience, Qualifications, and Knowledge, Proposed Products and Related Pricing, References. I do not see any details regarding what products you are looking for so in turn how can I price anything, please advise on this?

See response to question #1 above and the District will **REMOVE** Section C of Selection Process #5 ("Proposed Products and Related Pricing") from its evaluation criteria at this time.

3. What addendums from the district do you want added to the bid?

This Addendum #1, is the first and final addendum for this solicitation.

4. To clarify, would you like to see the award letters for each of our contracts (ex. CMAS, Sourcewell, etc.)?

Please **REMOVE** the request for "Original authorizing bid documents demonstrating selection and award of a current, active CMAS, Piggyback, or JPA contract for FF&E" from your proposal submittal. The District will only require this information once a vendor pool is established and the scope of work for future projects is determined with selected vendors.

5. To confirm, Attachment A & Attachment B at the end of the document are not required for submittal?

Correct, Attachments A & B are not required for the proposal submittal.

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- 6. What is the expected 2024 install date? Would you like the furniture installed before the 2024 school year?**

The District has several upcoming projects that will require new furniture. The first project at Westfield Village School will require new furniture to supplement recently purchased furniture prior to the 2024 school year starting on August 14, 2024.

- 7. Will all orders require prevailing wage including loose furniture such as student desks, chairs, etc.?**

All orders, including those for loose furniture, will require prevailing wage if any labor is associated with the furniture, such as unpacking, assembly, or installation.