



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration
DIVISION OF PURCHASES
One Capitol Hill
Providence, RI 02908-5855

Tel: (401) 574-8100
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Website: www.purchasing.ri.gov

April 18, 2016
ADDENDUM NUMBER ONE
RFP #7550466

**TITLE: MODULAR PANEL SYSTEMS, OFFICE FURNITURE & ACCESSORIES FOR RI
CORRECTIONAL INDUSTRIES**

Closing Date and Time: 5/2/16 at 2:00 PM

Per the issuance of this ADDENDUM #1 (6 pages) the following is noted:

This addendum answers questions sent in on line and accepted until 4/15/16 at 5pm.

VENDOR A:

1. On page 11, section 4.1 a. Wood and Non-Wood Seating Products

There is a request for pricing without foam and fabric, and also a request to include pre-cut foam and bulk fabric.

We propose that we only offer pricing for complete chair “kits” that would include the foam, but not the fabric.

We cannot think of a circumstance when RI Correctional Industries would purchase seating kits “without the foam” since each piece of foam is custom molded for each particular different seating style. Also, we do not see the cost benefit to break out the foam pricing separately.

A. No problem bidding kits to include foam.

2. On page 12, section 4.4.1 it states that bidder must provide price list that includes unit list price by component and sub-assembly for each product and number of components for each product, etc.

This would be quite a burden on our company, and we propose only giving the discounted net price for the “kit” which would include all of the necessary components to make up that particular chair style/series. The catalog number would be for the “kit” only, not by individual components.

A. Ok to submit discount pricing for the kit only.



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VENDOR B:

Section 2 – background and purpose , Purpose and intent : contract period is for 3 years, our company always tries to hold pricing for as long as we can, currently we have our price increase to our customer's once a Year starting in January 1 st . Please understand that our vendors we buy component parts from have a price increase atleast once a year sometimes it can be twice in one year . Holding price for more than one year is a concern, Of course we strive to hold prices as long as we can .

- A. **The vendor should hold price for 1 year and notify purchasing after each year in writing stating reason for increase.CI has no problem with this and can easily adjust selling price to customer.**

Section 3 , 3.1 Product requirements : part B , Desks, solid wood and / laminate : in the past we have experienced sending component parts of our case goods very difficult for Inmate production. Unless this would be a “ pass thru” product would do not recommend . this applies to section c also.

Under same section , we do not have d or e .

- A. **RICI is OK with this,we can't hold vendor responsible for damage due to inmate labor.**

3.2 Service and general requirements and terms : 3.2.1 Warranties, while sending component parts we will guarantee parts once received in , but due to the inmates actually building the product we cannot offer our usual warranty , NOW if this is a “pass thru” our warranty will stand that we publish in our price book , limited lifetime warranty .

- A. **RICI is OK with this also**

3.2.2 Delivery, all orders received in from Rhode Island will always have the best shipping date possible , 40 days from receipt of order, credit approval , and production availability , we reserve the right to advise on large quantities this may go over the 40 day requirement , each order will be handle on as it is sent in .

- A. **This is also acceptable**



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3.2.4 We currently do not have staff that can come to RI Correctional for training in Quality control and building of product

A. This is acceptable

3.2.5.2 HPFI , under our sample policy , send samples at a 50-40 discount off list price , if requested from RI , and it's samples of component parts ex. Arms, legs , etc., normally we send these items out at no charge within reason .

A. RICI is also OK with this,we may not show samples in our showroom just literature or website visit

3.2.6 Engineering support and Training 3.2.6.1 , 3.2.6.2 , 3.2.6.3 , 3.2.6.4 : We do not have engineering staff that can provide onsite training, tooling . I as project manager here will help aide anyway I can with conference calls, questions concerning our product or with how we build our product . We do not have staff that can be on site for product installation .

A. This is acceptable

3.2.12 Samples, samples will be at 50-40 discount off current list price, we can provide component parts for review at no charge within reason .

A. This is acceptable

Section 4 General proposal: Price list , product literature .

4.1 we quote each kit as it comes in from RI Correctional, due to kits being different every time , and with our wide selection in our price list this unfortunately is not feasible . If pass thru is used then our current price list using your discount of 50-20 , plus we pay freight, if order is under 500 pounds , there will be 75.00 sur charge each time . we do not have a current BOM that lets me provide for you what each part number is , how much it cost , etc. . When I quote kits per each quote , I always pull out all the labor , parts



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not required by RI to give you the best price that I can . I will always quote net pricing , and usually have quotes depending on the complex of quote with a 24 hour turnaround , no more than 48 hours . As stated earlier we have a price increase once a year on Jan 1st .

A. This is acceptable

4.3 your discount for pass thru product will be 50-20 we pay freight , unless under 500 pounds, there will be a \$ 75.00 sur charge, all kit cost are on a per quote basis, and will always be net prices .

A. This is acceptable

4.4 Manufacturer's published descriptive literature

4.4.1 we can provide literature either by brochure, cut sheet, or digital image , all of our product is not on a printed piece .

As mentioned b/4 our bom does not provide part number , and pricing per each part . We could provide per product at time of quote an estimated time of production if needed .

A. This is acceptable

4.5 Agreement and description of technical Assistance

We currently would have no one that could come to set up operations of training on product .

A. Acceptable

4.6 Manufacturer's assembly and time study . At time of quoting product , I can verbally advise for product, all of our studies are based on trained personal that has years of experience on our product . With not knowing experience level of your personal this would be hard for us to be accurate .

A. Acceptable



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4.7 Description of CADD services . I would need more clarification of what this means .

A. Cadd not needed for this product line

VENDOR C:

1. In section 4.1, the first paragraph indicates “all prices quoted are net prices,” while section 4.3 suggests we respond to this solicitation using “discounts from list.” Would it be acceptable to provide discounts from list where appropriate, while also providing net pricing on certain items? We will be able to furnish all required list prices by product catalog, however, we do not have a set discount available on all products, as some prices are generated using a cost up structure. This would not affect correctional industries, as we would hold firm fixed pricing until such time designated for price adjustments.

A. Acceptable

2. Please clarify “Single items will not be eligible for award” stated in section 3.2.13.2. We are having difficulty interpreting this whole section.

A. Single items are acceptable

3. We work with several seating manufacturers, offering varying levels of value add. Will we still be considered for an award if we are unable to provide kits without foam or fabric? Some of our seating products only value add opportunity is assembly only. Will these type products be disqualified from bid? As a rule our vendors do not offer “bulk fabric or cut foam” does disqualify their products from this bid? Our offering has been deemed acceptable by many similar Correctional Industries programs, offering an adequate level of value add. This appears in section 4.1 – Pricing.

**A. More than one question, 1.Yes kits will be accepted without bulk foam and fabric
2.Does not disqualify bid.Acceptable**



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4. Regarding full component part by part breakdowns described in section 4.4.1, is it absolutely necessary to include this information in our bid response? Can this be provided once a bidder is issued a contract award? Taking into account the scope of products that we would bid, this could create an extremely lengthy response. Would it be acceptable to include a few examples, similar to the manufacturer's assembly time study requirement?
 - A. More than one question, 1.No necessary 2.I don't understand how you could do this after award 3.yes

5. What level of supervision/logistical coordination is required by section 3.2.8.2? Is it the state's intention to require the vendor to manage all phases of installation for projects that RIC does not wish to install themselves?
 - A. This would only be required for cubicle systems with power and data that RIC has never done.

END OF QUESTIONS