



November 5, 2015

**ADDENDUM NO. 1 TO ALL BIDDERS:**

Invitation to Bid: ITB # 16-03-11

Description: Furniture, Furnishings and Equipment for Raleigh Court Library

Dated: October 28, 2015

For Delivery to: Purchasing Division, City of Roanoke, Virginia

Bid Due: November 17, 2015

1. **REFERENCE: SECTION 5. TIME OF PERFORMANCE, ADD:** The City anticipates that delivery and installation of the Furniture, Furnishing and Equipment will begin on or around February 15, 2016.
2. **REFERENCE: ATTACHMENT A TO ITB# 16-03-11, BID SPECIFICATIONS, REPLACE:** Attachment A to ITB# 16-03-11, Bid Specifications, is hereby replaced with the attached **Revised Bid Specification**.
3. **REFERENCE: ATTACHMENT B TO ITB# 16-03-11, BID FORM, REPLACE:** Attachment B to ITB# 16-03-11, Bid Form, is hereby replaced with the attached **Revised Bid Form**.

**Note:** A signed acknowledgment of this addendum should be received at the location indicated on the ITB either prior to the due date and hour or attached to your response. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Very truly yours,

Scott Arbogast  
Buyer  
Phone: 540-853-2871

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature/Title

\_\_\_\_\_  
Date

**CITY OF ROANOKE, VIRGINIA  
INVITATION TO BID NO. 16-03-11**

**REVISED BID SPECIFICATIONS**

The Successful Bidder shall deliver, assemble, and install all of the goods listed below. **No substitutions will be accepted for Library Furniture itemized below. The City will accept bids for equivalent Office Furniture itemized below.** Unless otherwise specified, manufacturer names, brand names, information, and/or catalog numbers are intended only to impart the quality of product desired by the City, not to limit competition. Any proposed substitution must meet or exceed the specifications in Attachment A (Furnishings Section 12 60 00) itemized below. The City reserves the right to determine what is equal and acceptable in its sole discretion.

**Library Furniture: NO SUBSTITUTIONS WILL BE ACCEPTED**

<b><u>No.</u></b>	<b><u>ITEM:</u></b>	<b><u>MANUFACTURER AND MODEL NO.:</u></b>
1. <b>B1a</b>	Stool	Offi / Tiki Stool / Tiki Blue
2. <b>B1b</b>	Stool	Offi / Tiki Stool / Tiki Green
3. <b>B1c</b>	Stool	Offi / Tiki Stool / Tiki Orange
4. <b>B1d</b>	Stool	Offi / Tiki Stool / Tiki Red
5. <b>B2</b>	Ottoman	Fresh Coast / Beach Stone A / BSA
6. <b>B3</b>	Ottoman	Fresh Coast / Beach Stone B / BSB
7. <b>B4</b>	Ottoman	Fresh Coast / Beach Stone B / BSBW-11
8. <b>B5</b>	Ottoman	Fresh Coast / Beach Stone C / BSCW-11
9. <b>B6</b>	Ottoman	Fresh Coast / Beach Stone D / BSD
10. <b>B7</b>	Ottoman	Fresh Coast / Beach Stone I / BSI
11. <b>L1</b>	Lounge Chair	Martin Bratrud / Monument High Back Armless Lounge Chair / 933-05-WDB
12. <b>L2</b>	Lounge Chair	Martin Bratrud / Monument Mid Back Arm Lounge Chair / 932-01-WDB
13. <b>L3</b>	Lounge Chair	Martin Bratrud / Monument Mid Back Armless Lounge Chair / 932-05-WDB
14. <b>L4</b>	Lounge Chair	HBF / Trestle Lounge Chair / 5148-30
15. <b>L5</b>	Study Lounge Chair	Keilhauer / Cahoots Relax Chair / 9020
16. <b>L6a</b>	Lounge Chair	Keilhauer / Cahoots Meet Chair / 9001
17. <b>L6b</b>	Lounge Chair	Keilhauer / Cahoots Meet Chair / 9000
18. <b>T6</b>	Table – 2 Person	Allsteel / Get Set Folding Leg Table / GSF3072-C-PR2-E4-CO

19. T7 Table – 2 Person Allsteel / Get Set Mobile Flip-Top Nesting Table / GSN2460-C-LT5A-PR2-EX-CO

20. CUSH Upholstered Cushion Guilford of Maine / Pizzazz 9472 / Cerise 020

**Office Furniture: Or Equal**

**NO. ITEM:**

**MANUFACTURER AND MODEL NO.**

1. CH1 Staff Task Chair SitOnIt Seating / Focus Mid Back Mesh Work Chair / 5622 B1-T-Z1-LB1-A92-B0-C15-S0-MC1-COM-KD
2. CH3 Staff Task Stool SitOnIt Seating / Focus Mid Back Mesh Work Stool / 5622 B1-T-Z1-LB1-A92-B6-C5-S1-MC1-COM-KD
3. CH2 Staff Task Chair SitOnIt Seating / Focus High Back Mesh Work Chair / 5623 B1-T-Z1-LB1-A92-B0-C15-S0-MC1-FG7-KD
4. CH4 Guest Chair SitOnIt Seating / Focus Side Chair / 5651-MC1-B1-FG7-A130-G5-AC
5. CH5 Study Chair, Armless Source / Zag Four Armless Cove Chair / 695-FL-CHR-NA-WLT-G1-ENG
6. CH6 Study Chair, Swivel First Office / Shift Swivel / F18015-SPC-BLK-BLK-SQ
7. CH7 Study Stool, Swivel First Office / Shift Swivel Stool / F18055-SPC-BLK-BLK-SQ
8. CH8 Side Chair First Office / Shift Side Chair / F180381-SPC-BLK
9. CH9 Stacking Chair, Arms Allsteel / Seek Stacking Arm Chair / K-MPCO-PR6-NO-BU-3-POLYST
10. CH10 Computer Chair, Armless KI, Kruegger International / Torsion Air Armless Chair / TAPDNA-BL-C-NFR-COM-BLMH
11. CH11 Children's Chair, Medium Fresh Coast / Manitou Children's Chair / MTC-SH14-B-BP-64
12. CH12a Children's Chair, Large Fresh Coast / Manitou Children's Chair / MTC-SH16-B-BP-64
13. CH12b Children's Chair, Large Fresh Coast / Manitou Children's Chair / MTC-SH16-B-BP-75
14. CH13 Stack Chair KI Krueger International / Opt 4 High Density Stack Chair / 04MSMB-SX-NFR-04SG-NG
15. CC1 Chair Cart Ki Krueger International / Opt 4 Transport Dolly / 04DA-BL
16. L7 Lounge Chair Krug / Zola Lounge Chair / ZOL3 F1111
17. T1P Study Table – 2 Person TMC / Kestrel / TS36L30-SL-84-K29-84
18. T2aP Study Table – 2 Person Enwork / Impression Table / Legs: (1) LX3PB X Base/ Top: CR3636&@L  
Laminate: Lab Designs, Twilight Weave PE007
19. T2bP Study Table – 2 Person Enwork / Impression Table / Legs: (1) LX3PB X Base / Top: CR3636&@L
20. T3aP Study Table – 4 Person Enwork / Impression Table / Legs: (1) LX3PD X Base / Top: R48&@L

- 21. **T3bP** Study Table – 4 Person Enwork / Impression Table / Legs: (1) LX3PD X Base / Top: R48&@L
- 22. **T4P** Study Table – 4 Person Enwork / Impression Table / Legs: (1) LX3PBBD X Base / Top: R48&@L
- 23. **T5** Study Table – 3 Person Enwork / Impression Table / Legs: (1) LXPB X Base / Top: R36&@L
- 24. **T8** Children's Table KI Krueger International / Oxford Table / OR4/A-BL-LBE-EFN

CITY OF ROANOKE, VIRGINIA  
INVITATION TO BID NO. 16-03-11

REVISED BID FORM

Library Furniture: NO SUBSTITUTIONS WILL BE ACCEPTED

ITEM	MANUFACTURER AND MODEL NO.	UNIT OF MEASURE	UNIT PRICE	ESTIMATED QUANTITY	EXTENDED PRICE
B1a Stool	Offi / Tiki Stool / Tiki Blue	EA	\$ _____	1	\$ _____
B1b Stool	Offi/ Tiki Stool / Tiki Green	EA	\$ _____	1	\$ _____
B1c Stool	Offi / Tiki Stool / Tiki Orange	EA	\$ _____	1	\$ _____
B1d Stool	Offi / Tiki Stool / Tiki Red	EA	\$ _____	1	\$ _____
B2 Ottoman	Fresh Coast / Beach Stone A / BSA	EA	\$ _____	1	\$ _____
B3 Ottoman	Fresh Coast / Beach Stone B / BSB	EA	\$ _____	1	\$ _____
B4 Ottoman	Fresh Coast / Beach Stone B / BSBW-11	EA	\$ _____	1	\$ _____
B5 Ottoman	Fresh Coast / Beach Stone C / BSCW-11	EA	\$ _____	2	\$ _____
B6 Ottoman	Fresh Coast / Beach Stone D / BSD	EA	\$ _____	2	\$ _____
B7 Ottoman	Fresh Coast / Beach Stone I / BSI	EA	\$ _____	1	\$ _____
L1 Lounge Chair	Martin Brattrud / Monument High Back Armless Lounge Chair / 933-05-WDB	EA	\$ _____	2	\$ _____
L2 Lounge Chair	Martin Brattrud / Monument Mid Back Arm Lounge Chair / 932-01-WDB	EA	\$ _____	2	\$ _____
L3 Lounge Chair	Martin Brattrud / Monument Mid Back Armless Lounge Chair / 932-05-WDB	EA	\$ _____	1	\$ _____
L4 Lounge Chair	HBF / Trestle Lounge Chair / 5148-30	EA	\$ _____	4	\$ _____
L5 Study Lounge Chair	Keilhauer / Cahoots Relax Chair / 9020	EA	\$ _____	6	\$ _____
L6a Lounge Chair	Keilhauer / Cahoots Meet Chair / 9001	EA	\$ _____	3	\$ _____
L6b Lounge Chair	Keilhauer / Cahoots Meet Chair / 9000	EA	\$ _____	2	\$ _____

<b>T6 Table – 2 Person</b>	<b>Allsteel / Get Set Folding Leg Table / GSF3072-C-PR2-E4- CO</b>	<b>EA</b>	<b>\$ _____</b>	<b>1</b>	<b>\$ _____</b>
<b>T7 Table – 2 Person</b>	<b>Allsteel / Get Set Mobile Flip-Top Nesting Table / GSN2460-C-LT5A- PR2-EX-CO</b>	<b>EA</b>	<b>\$ _____</b>	<b>12</b>	<b>\$ _____</b>
<b>CUSH Upholstered Cushion</b>	<b>Guilford of Main / Pizzazz 9472 / Cerise 020</b>	<b>EA</b>	<b>\$ _____</b>	<b>2</b>	<b>\$ _____</b>

**Office Furniture: BIDDER SHALL STATE MANUFACTURER AND MODEL NUMBER BEING BID.**

<b>ITEM</b>	<b>CITY SPECIFIED MANUFACTURER AND MODEL NO.</b>	<b>MANUFACTURER AND MODEL NO.</b>	<b>UNIT OF MEASURE</b>	<b>UNIT PRICE</b>	<b>ESTIMATED QUANTITY</b>	<b>EXTENDED PRICE</b>
<b>CH1 Staff Task Chair</b>	<b>SitOnIt Seating / Focus Mid Back Mesh Work Chair / 5622 B1-T-Z1-LB1- A92-B0-C15-S0- MC1-COM-KD</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>3</b>	<b>\$ _____</b>
<b>CH3 Staff Task Stool</b>	<b>SitOnIt Seating / Focus Mid Back Mesh Work Stool / 5622 B1-T-Z1-LB1- A92-B6-C5-S1- MC1-COM-KD</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>3</b>	<b>\$ _____</b>
<b>CH2 Staff Task Chair</b>	<b>SitOnIt Seating / Focus High Back Mesh Work Chair / 5623 B1-T-Z1-LB1- A92-B0-C15-S0- MC1-FG7-KD</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>1</b>	<b>\$ _____</b>
<b>CH4 Guest Chair</b>	<b>SitOnIt Seating / Focus Side Chair / 5651-MC1-B1- FG7-A130-G5-AC</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>2</b>	<b>\$ _____</b>
<b>CH5 Study Chair, Armless</b>	<b>Source / Zag Four Armless Cove Chair / 695-FL- CHR-NA-WLT-G1- ENG</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>2</b>	<b>\$ _____</b>
<b>CH6 Study Chair, Swivel</b>	<b>First Office / Shift Swivel / F18015- SPC-BLK-BLK-SQ</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>6</b>	<b>\$ _____</b>

<b>CH7 Study Stool, Swivel</b>	<b>First Office / Shift Swivel Stool / F18055-SPC-BLK- BLK-SQ</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>9</b>	<b>\$ _____</b>
<b>CH8 Side Chair</b>	<b>First Office / Shift Side Chair / F180381-SPC-BLK</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>3</b>	<b>\$ _____</b>
<b>CH9 Stacking Chair, Arms</b>	<b>Allsteel / Seek Stacking Arm Chair / K-MPCO- PR6-NO-BU-3- POLYST</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>8</b>	<b>\$ _____</b>
<b>CH10 Computer Chair, Armless</b>	<b>KI, Krueger International / Torsion Air Armless Chair / TAPDNA-BL-C- NFR-COM-BLMH</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>14</b>	<b>\$ _____</b>
<b>CH11 Children's Chair, Medium</b>	<b>Fresh Coast / Manitou Children's Chair / MTC-SH14-B-BP- 64</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>4</b>	<b>\$ _____</b>
<b>CH12a Children's Chair, Large</b>	<b>Fresh Coast / Manitou Children's Chair / MTC-SH16-B-BP- 64</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>8</b>	<b>\$ _____</b>
<b>CH12b Children's Chair, Large</b>	<b>Fresh Coast / Manitou Children's Chair / MTC-SH16-B-BP- 75</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>9</b>	<b>\$ _____</b>
<b>CH13 Stack Chair</b>	<b>KI Krueger International / Opt 4 High Density Stack Chair / 04MSMB- SX-NFR-04SG-NG</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>80</b>	<b>\$ _____</b>
<b>CC1 Chair Cart</b>	<b>Ki Krueger International / Opt 4 Transport Dolly / 04DA-BL</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>2</b>	<b>\$ _____</b>
<b>L7 Lounge Chair</b>	<b>Krug / Zola Lounge Chair / ZOL3 F1111</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>2</b>	<b>\$ _____</b>
<b>T1P Study Table – 2 Person</b>	<b>TMC / Kestrel / TS36L30-SL-84- K29-84</b>	_____	<b>EA</b>	<b>\$ _____</b>	<b>1</b>	<b>\$ _____</b>

T2aP Study Table – 2 Person	Enwork / Impression Table / Legs: (1) LX3PB X Base/ Top: CR3636&@L Laminate: Lab Designs, Twilight Weave PE007	_____	EA	\$ _____	3	\$ _____
T2bP Study Table – 2 Person	Enwork / Impression Table / Legs: (1) LX3PB X Base / Top: CR3636&@L	_____	EA	\$ _____	2	\$ _____
T3aP Study Table – 4 Person	Enwork / Impression Table / Legs: (1) LX3PD X Base / Top: R48&@L	_____	EA	\$ _____	1	\$ _____
T3bP Study Table – 4 Person	Enwork / Impression Table / Legs: (1) LX3PD X Base / Top: R48&@L	_____	EA	\$ _____	1	\$ _____
T4P Study Table – 4 Person	Enwork / Impression Table / Legs: (1) LX3PBBD X Base / Top: R48&@L	_____	EA	\$ _____	1	\$ _____
T5 Study Table – 3 Person	Enwork / Impression Table / Legs: (1) LXPB X Base / Top: R36&@L	_____	EA	\$ _____	1	\$ _____
T8 Children's Table	KI Krueger International / Oxford Table / OR4/A-BL-LBE- EFN	_____	EA	\$ _____	3	\$ _____

**UNIT PRICE SHALL INCLUDE ALL LABOR, MATERIALS, DELIVERY COSTS, INSTALLATION, OVERHEAD AND PROFIT.**

The City reserves the right to add, delete, or adjust quantities as deemed necessary by the City.

Bids containing any conditions, omissions, unexplained erasures, alterations or items not called for in the bid, or irregularities of any kind, may be rejected by the City as being nonresponsive. No changes are to be made to the Bid Form. Any changes to a Bid Amount must be initialed by the person signing the Bid Form.

The attention of each Bidder is directed to VA Code sections 54.1-1100, et seq. which requires certain licenses for contractors, tradesmen, and others. Each Bidder is required to determine which license, if any, it is required to have under such sections. Complete the following:

Bidder \_\_\_ does have \_\_\_ does not have a Virginia Contractor's License. (Check appropriate block)  
if Bidder has a Virginia Contractor's License, circle the class Bidder has and list the number.  
Licensed "Class A", "Class B", or "Class C" Virginia Contractor Number \_\_\_\_\_

If Bidder has another type of Virginia License, please list the type and number:  
Type of license \_\_\_\_\_ and number: \_\_\_\_\_.

Bidder is a \_\_\_ resident or \_\_\_ nonresident of Virginia. (Check appropriate blank. See VA Code  
Sections 54.1-1100, et seq).

The attention of each Bidder is directed to Virginia Code Section 2.2-4311.2 which requires a bidder organized or authorized to transact business in the Commonwealth of Virginia pursuant to Title 13.1 or Title 50 of the Code of Virginia, as amended, or as otherwise required by law, shall include in its bid the Identification Number issued to such bidder by the Virginia State Corporation Commission (SCC). Furthermore, any bidder that is not required to be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bid a statement describing why the bidder is not required to be so authorized. Please complete the following by checking the appropriate line that applies and providing the requested information:

**Signature page required with submittal of bid**

- A. \_\_\_\_\_ Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such bidder's/offeror's Identification Number issued to it by the SCC is \_\_\_\_\_.
- B. \_\_\_\_\_ Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such bidder's Identification Number issued to it by the SCC is \_\_\_\_\_.
- C. \_\_\_\_\_ Bidder does not have an Identification Number issued to it by the SCC and such bidder is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):  
\_\_\_\_\_  
\_\_\_\_\_

Please attach additional sheets of paper if you need more space to explain why such bidder is not required to be authorized to transact business in Virginia.

The undersigned hereby agrees, if this Bid is accepted by the City, to provide the services and/or items in accordance with this Invitation for Bid and to execute a Contract for such services and/or items.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print or Type Name and Title