



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

November 19, 2020

RE: Addendum #1: IFB#11242020 – **Student Desk Safety Barrier Partitions**

Dear Bidders:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated November 13, 2020. The Contractor shall acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

Item #1

QUESTIONS AND RESPONSES - Please see questions and responses submitted for the above referenced project. Responses are in bold text.

Question

1. How many students will be seated at the Economy Shaped Desk Formation and Kidney Table Formation? Specs call for four sides although there are 5 seats in the photos.

Response: Four only.

Question

2. Would you prefer the desk partitions to be fully transparent on all sides?

Response: Yes.

Question

3. Can you detail the fix or mounting points for the partitions? Do they need to be mounted or free standing?

Response: Mounting ability.

Question

4. Is the full quantity due on January 4, 2021?

Response: Yes, we need time to sort and deliver from the warehouse.

Question

5. Economy Shaped Desk Formation - Is this 5 desks nested together for four students?

Response: The pic was more for the furniture type. However, the formation will be four not five.

Question

6. 29-1/2 x 27-1/4? Can you explain more about the pieces required for this set-up?

Response: This should be a cross formation.

Question

7. Computer lab tables - Is this 2 tables for a total of four students - sized at 23-1/2 x 59"?

Response: This is one table that could sit four.

Question

8. Are you planning on seating only 2 students per table?

Response: Four students per table.

Question

9. Kidney Table Formation - 5 desks - please advise how many panels you want for this configuration. Did you prefer a V shaped panel for each of the 5 desks?

Response: Will be a configuration of four tables.

Question

10. Are you looking at larger panels that may span a few desks or side panels that would be shared by the sides of 2 desks?

Response: Four sided partition.

Question

11. Do you have material specifications, such as the type of material and thickness preferred? Are you interested in reviewing different options that address durability and value?

Response: 1/4 thickness

Question

12. Is there a situation where you would require any of the panels to overhang the desk?

Response: No.

Question

13. Do you require elbow cut outs on the individual desk?

Response: No.

Question

14. Is there a preferred material/thickness for the partitions?

Response: 1/4 thickness

Question

15. Do you have a minimum thickness of material requirement, which affects pricing as well? (1mm – 5mm, 3/16” – 1/4”)

Response: 1/4 thickness

Question

16. What will be the cleaning & sanitizing process used for these screens?

Response: Sanitizer spray and cloth

Question

17. Freight is determined by total weight of shipment for this product – is there a minimum qty you would like us to use to quote future pricing for future orders?

Response: Bid quantities

Question

18. Can the product ship directly to the SCS Warehouse?

Response: SCS Warehouse is requested delivery location

Question

19. Do we need to plan to have our installation team to meet the truck and unload the skids to cut down on any double-handling risk of damage, or delivery timeline?

Response: No

Question

20. The bid spec states: Desktop barriers MAY be attachable, foldable or free standing - what is your preference since there are so many options of desktop barriers.

Response: No preference

Question

21. Does the product we quote need to meet all 3 criteria or just one?

Response: One

Question

22. Do the 3-sided partitions need to be fixed with feet or adhesive tape?

Response: Stabilizing abilities

Question

23. Do the 3-sided partitions need to have handles for easy carry & storing?

Response: Do not have to

Question

24. Do any of the partitions need to be PET – food safe?

Response: No

Question

25. Are you simply looking for the lowest cost desktop barrier we can find regardless of quality?

Response: No

Question

26. For the 1st picture titled “economy shape desk formation”, it is the experts’ advice that even if you remove the 5th desk, the 4-sided partition is not the best option and will not give coverage or protection to the ones seated there. They recommend that each person has a 3-sided partition like the images below:

Do you still want Qty 350 of 4-sided partitions or should these be changed to be Qty.1400 of the 3-sided partitions? Please let us know how to proceed.

Response: Proceed per bid request

Question

27. For the 4th picture, the “kidney table formation”, the picture does not match the type of table or the dimensions provided. See the image below of the Kidney table that SCS has purchased in the past. Is this the Kidney table picture that we are specifying for?

Response: No

Question

28. We offer several options for desktop barriers and they range in pricing, quality, durability, and cleanability. Bid states “Acrylic or similar clear material” – which of these option types work best for SCS? Acrylic / plexiglass (solid, thick, durable, – more investment required - most durable

Response: Acrylic or similar clear)

Question

29. On the elementary desks, the width is listed at 18.5 x 23.75 where the middle & high school is 23.5 x 17.5. Hopeful you can confirm this:

Response:

	Width	Length
Elementary	18.5	23.5
Middle/High	17.5	23.5

Question

30. For the 4-sides partitions – kidney table formation, the image shows desks. Are you wanting individual partitions for the desks or are you wanting something for a kidney table?

Response: These are tables, not desks. The formation will be a setup of four.

Question

31. For the "4-Sided Partition - Economy Shape Desk Formation" five tables are shown in the image. Should the divider be 5-sided to provide protection for each table?

Response: Will be a configuration of four tables.

Question

32. For the "4-Sided Partition - Kidney Table Formation" five tables are shown in the image. Should the divider be 5-sided to provide protection for each table?

Response: Will be a configuration of four tables.

Thank you,
Procurement Services