



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

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To: All Interested Parties
From: Jennifer Prenger, Cole County Purchasing Agent
Date: April 3, 2017
Re: Addendum Four to Cole County Bid No. 2017-19: Courthouse Annex Improvements- Carpet, Paint & Ceilings

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

QUESTIONS RECEIVED:

- Q1. In the Commission Office on the second floor, there are two private offices located adjacent to a Record Room, which are accessible through the Break Room. These offices are separated by a partial height wall. Is this partial height wall movable or fixed in place? How should the carpet be installed?
- a. To the partial height wall
 - b. Under the partial height wall (will require removal / reinstallation of the wall by others)
- A: Carpet is to be installed under the partial height wall which is movable.**
- Q2. Will flexibility in the work schedule be allowed to include work performed in the evening and/or on weekends?
- A: To be determined. Scheduling will be a collaborative effort between the awardee(s) and County officials affected by this project.**
- Q3. Is there a sequencing/phasing schedule for this project?
- A: No. Scheduling will be a collaborative effort between the awardee(s) and County officials affected by this project.**
- Q4. Will the work areas remain open to the public and/or be occupied by employees throughout the duration of the project?
- A: Yes.**
- Q5. Are transitions required in the doorways?
- A: Yes.**
- Q6. Is there a particular pattern configuration in which the new carpet tiles will need to be installed (i.e. start in hallways and carry pattern into offices thru doorways)?
- A: A configuration pattern has not been established.**
- Q7. There is a private office located in the Recorder's Office on the first floor with a shelving unit located to the left upon entering the office. Will the new carpet need to be installed under this shelving unit (requires removal/reinstallation by others) or install the carpet to the unit?
- A: Carpet needs to be installed beneath the unit.**

Q8. In the Recorder's Office on the first floor, there is terrazzo flooring currently in place at both entries into the office from the lobby. Will this flooring remain in place as is, will it be removed, or will it be covered over with the new carpet tiles ?

A: The terrazzo flooring is to remain as is.

Q9. Is there a cut off day and time to field measure?

A: No.

Q10. Will there be a dumpster onsite that can be used for debris?

A: The County's dumpster will not accommodate the carpet to be removed. Alternate arrangements will need to be made by the awardee(s).

Q11. Can a carpet installer or painter bid as a general contractor?

A: Yes, so long as they were represented at the pre-bid meeting.

The bid receipt date and time have not been changed; submissions will be received until Friday, April 7 at 9:00 a.m. The deadline for questions is Friday, March 31.

I/We have received Addendum Number Four to Bid No. 2017-19 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title

Authorized Signature