

WESTMORELAND COUNTY COMMUNITY COLLEGE
YOUNGWOOD, PA 15697-1895
REQUEST FOR PROPOSAL
PROPOSAL #960
DESKS AND WHITEBOARDS

DUE: AUGUST 13, 2021 – 2:00 P.M., EDT

ADDENDUM #1

August 6, 2021

This addendum #1 is being sent to all bidders as a matter of information.

This addendum clarifies questions submitted.

Any questions, please contact Jill Budny, Director of Purchasing at budnyj@westmoreland.edu.

1. Is the College requiring all items to be delivered and installed by a qualified furniture installation team?

The vendor is responsible for the assembly and delivery of the desks. The College will be installing the whiteboards.

2. If delivery and installation required, union or non-union, normal business hours or after hours?

The delivery and installation can be union or non-union. The College would prefer to have the delivery done during business hours but after hours can be arranged if needed.

3. Is installation of whiteboards needed?

No, the College will install the whiteboards.

4. Elevator accessibility or stair carry?

There is an elevator.

5. Anticipated installation date.

We are flexible with this date. The College does not have a specific time outlined for this project. There are several pieces that need to happen first.

6. Change to leg color.

The leg color should be Platinum Metallic, not Titanium.

7. Does Westmoreland expect to place an order for a one-time shipment or will the supplies be ordered over a period of time?

We will place a one-time order.

8. Will deliveries be made to a single or multiple locations?

The delivery can be made to the Youngwood campus and the College will place the centers items as needed.

9. Will awards be made to multiple vendors?

The proposals will be evaluated to determine if a single or multiple vendor would be most beneficial for the College.

10. Do we have to bid all lie items in order to be considered?

No. The vendor may submit a full or partial bid.

11. When will the whiteboards be ordered?

The College plans to order the items shortly after Board approval, which will be August 25, 2021.