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Santa Ana College • Santiago Canyon College

**REQUEST FOR QUALIFICATIONS / REQUEST FOR PROPOSAL
#1415-97**

FURNITURE & EQUIPMENT / MOVE MANAGEMENT CONSULTING SERVICES

Addendum #1

The following changes, additions, deletions, or corrections shall become part of the Request for Qualifications / Request for Proposal #1415-97:

- A. General clarification for Section 4.7: Consultant's fee does not include the cost of furniture and equipment and only includes the cost of the Consultant's services to perform the work described in Section 3 for the projects described in Section 2.
- B. The following are responses to questions received from various firms:
 - 1) Question: Please define the District's anticipated timeframe for the F&E Planning process for a typical project, from start to finish, and the estimated point in the project's process (for example, the District may expect the planning and implementation window to be 6 months, and to engage the consultant at 50% construction).

Answer: Consultant shall prepare space planning floor plans, as described in Section 3.1, A.2 Space Plan Drawings, for each design phase and complete within the duration listed below:

Design Phase	Duration for Completion
<i>F&E Inventory of Existing Johnson Center and Temporary Village</i>	3 weeks
New Johnson Student Center <i>(Currently in the programming phase)</i>	
<i>Schematic Design F&E layout</i>	5 weeks
<i>Update F&E Layout based on Design Development Documents</i>	3 weeks
<i>Update F&E Layout based on 60% Construction Documents</i>	2 weeks
<i>Update F&E Layout based on 100% Construction Documents</i>	2 weeks
Johnson Interim Housing (Relocation to Existing Temporary Village) <i>(Currently in the schematic design phase)</i>	
<i>Schematic Design F&E layout</i>	3 weeks
<i>Update F&E Layout based on 60% Construction Documents</i>	1 week
<i>Update F&E Layout based on 100% Construction Documents</i>	1 week
Building J Relocation <i>(Schematic Design Anticipated to begin June 2015)</i>	
<i>Schematic Design F&E layout</i>	2 weeks
<i>Update F&E Layout based on 60% Construction Documents</i>	1 week
<i>Update F&E Layout based on 100% Construction Documents</i>	1 week

Construction is anticipated to begin as follows:

New Johnson Student Center	October 2017
Johnson Interim Housing	May 2016
Building J Relocation	May 2016

- 2) Question: Please define the current extent of the District's Furniture Standards program. Does it define the manufacturer, model, finishes and the application of each type of item?

Answer: The District has furniture guidelines, please refer to the attached document. The guidelines do not cover all furniture needs for these projects, which Consultant shall further examine options for the District's consideration. The guidelines also do not typically mention models and finishes. Models and finishes will need to be further vetted by the Consultant for District consideration. The District may also elect to consider different manufactures (than those listed in the guidelines) for certain furniture items.

- 3) Question: Please define the District's current LEED objectives for each project.

Answer: The District desires to design towards LEED Silver for the New Johnson Center Project. Obtaining actual certification through LEED is to be determined if the District will elect to pursue this or not.

- 4) Question: In 3.1 Scope of Services, item #2, the District is asking that the consultant "verify furniture layout with the State". Are you expecting the consultant to conduct a review directly with the DSA office, and would this be separate and in addition to the design architect's submission for DSA review?

Answer: Remove bullet stating, "Verify furniture layouts with State per full time equivalent student space standards for classroom and laboratories." This requirement is not applicable for this project.

Attachment: District Furniture Guidelines, dated October 6, 2014.

End of Addendum #1



District Furniture Guidelines

Many years ago Rancho Santiago Community College District developed guidelines for various classroom and office furniture. While the District focuses on ergonomics, quality, comfort, design, materials and local manufacturing, these guidelines present efficiency in procurement and flexibility of furniture movement within the District. Over the years, we have been able to repaint, change fabrics and reconfigure areas while saving time and taxpayer dollars.

We have listed some of our furniture guidelines. Fabric, paint and laminate colors vary according to site. Prices are estimates only; actual quotes will be obtained from the vendor(s). Renderings are for visual aid and reference only and should not be regarded as an accurate portrayal of finished products. For additional information, please contact Marsha Carmichael at x07379 or carmichael_marsha@rscsd.edu.

PRODUCT	PAGE	MANUFACTURER	VENDOR
Workstations, Pedestals, Overheads, Panels	2	McDowell-Craig, Allsteel	Culver-Newlin/ McMahan, CBI
File Cabinets	3-4	McDowell-Craig, Hon, Allsteel	Culver-Newlin/ McMahan, CBI
Bookcases & Storage Cabinets	4-6	Hon, Allsteel	Culver-Newlin/ McMahan, CBI
Task Chairs	6	ECD	Culver-Newlin/McMahan
Task Stools	7	ECD	Culver-Newlin/McMahan
Conference Room Chairs	7	ECD	Culver-Newlin/McMahan
Executive Chairs	8	ECD	Culver-Newlin/McMahan
Office & Reception Areas Guest Chairs	8	La-Z-Boy	Culver-Newlin/McMahan
Stack Chairs	9	9 to 5 Seating, KI	Culver-Newlin/ McMahan, KI
Conference Tables	10-11	Sisneros, Maverick, Allsteel	Culver-Newlin/ McMahan, CBI
Miscellaneous Tables	11-12	Hon, Virco, KI	Culver-Newlin/ McMahan, Virco, KI
Multi-Media Units	13	Nova	Nova
Student Desks (including collaborative desks)	13-15	Virco, Artco Bell	Virco, Culver-Newlin/ McMahan
Student Chairs	15-16	Virco, Artco Bell	Virco, Culver-Newlin/ McMahan
Lab Stools	16	Bio Fit	Bio-Fit, Culver-Newlin/ McMahan

WORKSTATIONS, PEDESTALS, OVERHEADS, PANELS



McDowell-Craig Suzy Series

Workstation configurations are based on department needs and office space available. Colors (paint, fabric, laminate) are coordinated with each site.

Dimensions: 6' x 8.5' (U-shape shown)

Cost: \$2,100 - \$2,500± (workstation cost only including 2 overheads and 2 drawers, 1 file drawer; not including additional storage cabinet on right, mobile pedestal or chairs which aren't part of our District guidelines)

No design, delivery or installation charges

Warranty: Lifetime



Allsteel Terrace Systems

Workstation configurations are based on department needs and office space available. Colors (paint, fabric, laminate) are coordinated with each site.

Dimensions: 5' x 6' (L-shape shown)

Cost: \$1,124.65± (workstation cost including 1 overhead, 1 shelf and 2 drawers, 1 file drawer)

Plus laminate/paint selection, design, delivery and installation charges

Warranty: Lifetime except laminates (10- yrs)

LATERAL FILE CABINETS



McDowell-Craig Lateral File Cabinets

Two, three, four and five-drawer available; paint color is coordinated with each site. Many widths available. File cabinets can be locking.

Shown: 42" wide, 2-, 3- and 4-drawer

Cost: \$505.00 - \$1054.00±

No design, delivery or installation charges

Warranty: 25-years



Hon Lateral File Cabinets

Two, four or five-drawer available. Paint color is coordinated with each site. Many widths available. File cabinets can be locking.

Shown: 42" wide, 2-, 4- and 5-drawer locking

Cost: \$426.50 - \$984.00±

No design, delivery or installation charges

Warranty: Lifetime

LATERAL FILE CABINETS



Allsteel Lateral File Cabinets

Many sizes/combinations available. Paint color is coordinated with each site.

Shown: 36" wide, 3-, 4- and 5-drawer locking; also other storage options

Cost: \$435.42 - \$695.90±

Plus paint option, design, delivery and installation charges

Warranty: Lifetime

BOOKCASES



Hon Bookcases

Many sizes available; paint color is coordinated with each site.

Cost: \$99.50 - \$281.50±

No design, delivery or installation charges

Warranty: Lifetime

BOOKCASES



Allsteel Bookcases

Many sizes available; paint color is coordinated with each site.

Shown: 34-1/2w x 12-5/8d x 81h (6 adjustable shelves)

Cost: \$338.68±

Plus paint option, design, delivery and installation charges

Warranty: Lifetime

STORAGE CABINETS



Hon Storage Cabinet

Many sizes available; paint color is coordinated with each site.

Locking is standard.

Shown: 72h x 36w x 18d (4 adjustable shelves)

Cost: \$388.50±

No design, delivery or installation charges

Warranty: Lifetime

STORAGE CABINETS



Allsteel Storage Cabinets

Many sizes/combinations available; paint color is coordinated with each site.

Shown: 36" wide, 2-drw combo unit, one w/doors and one w/out doors

Cost: \$627.59± (w/doors)

Cost: \$578.82± (w/out doors)

Plus paint option, design, delivery and installation charges

Warranty: Lifetime

TASK CHAIRS FOR WORKSTATIONS & OFFICES



ECD 1306JS-C Series Ergonomic Task Chair

- Mid-back design
- Fully ergonomic
- Fully adjustable w/arms
- Black frame
- Fabric: Grade C

Fabric color is coordinated with each site.

Cost: \$355.20±

No design, delivery or installation charges

Warranty: Based on daily 8-hr usage:
Lifetime on bases and casters, cylinders, frame parts; 5-yr on controls, arm pads, foam and adjustable lumbar option; 3-yr on fabric; 1-yr on all components for Model 509JSXTXLS

TASK STOOLS FOR MULTI-MEDIA UNITS/LECTERNS



ECD 1304JS-C Series Ergonomic Task Stool

- Mid-back design
- Fully ergonomic and adjustable
- Black frame
- Optional arms
- Optional casters or glides
- Fabric: Grade C

Fabric color is coordinated with each site.

Cost w/casters: \$332.80±

Cost w/glides: \$344.07±

No design, delivery or installation charges

Warranty: Based on daily 8-hr usage:
Lifetime on bases and casters, cylinders,
frame parts; 5-yr on controls, arm pads,
foam and adjustable lumbar option; 3-yr
on fabric

CONFERENCE ROOM CHAIRS



ECD 2716 Tuscany Series Conference Room Chair

- Steel frame
- Adjustable w/arms
- Black leather
- Chrome frame
- Mid-back design

Cost: \$385.92±

No design, delivery or installation charges

Warranty: Based on daily 8-hr usage:
Lifetime on bases and casters, cylinders,
frame parts; 5-yr on controls, arm pads,
foam and adjustable lumbar option; 3-yr
on fabric

EXECUTIVE CHAIRS

 <p data-bbox="722 846 766 869">2719</p>	<p data-bbox="966 237 1274 268">ECD 2719 Tuscany Series</p> <ul data-bbox="998 310 1404 457" style="list-style-type: none">- High back- Adjustable w/mid-pivot tilt- Black leather- Black frame <p data-bbox="966 499 1161 531">Cost: \$468.00±</p> <p data-bbox="966 573 1485 604">No design, delivery or installation charges</p> <p data-bbox="966 646 1469 825">Warranty: Based on daily 8-hr usage: Lifetime on bases and casters, cylinders, frame parts; 5-yr on controls, arm pads, foam and adjustable lumbar option; 3-yr on fabric</p>
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OFFICE & RECEPTION AREA GUEST CHAIRS

	<p data-bbox="966 1203 1242 1234">La-Z-Boy Gratzi Series</p> <ul data-bbox="1015 1276 1372 1381" style="list-style-type: none">- With or without arms- Alternate configurations- Ganging tables available <p data-bbox="966 1423 1469 1497">Color (fabric & finishes) are coordinated with each site.</p> <p data-bbox="966 1539 1161 1570">Cost: \$334.50±</p> <p data-bbox="966 1612 1485 1644">No design, delivery or installation charges</p> <p data-bbox="966 1686 1307 1717">Warranty: Limited lifetime</p>
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STACK CHAIRS



9 to 5 Seating Indy Series Stack Chair

- Upholstery option
- Optional arms
- Glide option

Upholstery options and/or colors are coordinated with each site.

Cost: \$105.00±

No design, delivery or installation charges

Warranty: Lifetime



KI Matrix Armless Stack Chair

- Upholstery option
- Bookrack option
- Glide option

Upholstery options and/or colors are coordinated with each site.

Cost: \$81.24±

Subject to delivery and installation charges

Warranty: 10-years

CONFERENCE TABLES



Sisneros Conference Table

Many shapes, sizes, edges, finishes, laminates, etc. are available. Colors (base finish, laminate, edge color) are coordinated with each site.

Shown: 42" w x 96" l

Cost: \$458.00±

No design, delivery or installation charges

Warranty: 2-years



Maverick Conference Table

Many shapes, sizes, edges, finishes, laminates, etc. are available. Colors (base finish, laminate, edge color) are coordinated with each site.

Shown: 42" w x 96" l

Cost: \$458.00±

No design, delivery or installation charges

Warranty: 10-years

CONFERENCE TABLES



Allsteel Oval Conference Table

Many shapes, sizes, edges, finishes, laminates, etc. are available. Colors (base finish, laminate, edge color) are coordinated with each site.

Shown: 42" w x 96" l

Cost: \$843.00±

Subject to laminate/base selection, design, delivery and installation charges

Warranty: Lifetime except laminates (10- yrs)

MISCELLANEOUS TABLES



Hon Huddle Series Non-Powered & Powered

- Optional casters
- Electrical and data capability
- Many sizes available

Colors (base finish, laminate, edge color) are coordinated with each site.

Shown: 24d x 48w x 29h

Cost: \$226.00 - \$330.00± Non-Powered

Cost: \$849.00± Powered

No design, delivery or installation charges

Warranty: Lifetime except laminate (12- yrs)

MISCELLANEOUS TABLES



VIRCO Text Series Table

- Y-Leg
- Adjustable 26-34 height
- 24 x 60 x 7/8 laminated particleboard top with t-mold edge
- Many sizes available

Laminate and color are coordinated with each site.

Cost: \$265.30±

Subject to laminates, finishes, quantity, delivery and installation charges

Warranty: 10-years



KI Multipurpose Datalink Table

- Optional fixed or folding legs
- Optional casters (mobile)
- Optional laptop garage
- Electrical and data capability
- Many sizes available

Color (base finish, laminate, edge color) are coordinated with each site.

Shown: 24 x 60 fixed leg

Cost: \$310.00±

Subject to delivery and installation charges

Warranty: 10-years; Optional Powered/Pneumatic components 5-10 yrs

MULTI-MEDIA UNITS



Nova Multi-Media Unit

- Viewport
- Optional locking, casters, drw pulls, right/left shelves, keybd
- Many sizes, options available

Color is coordinated with each site.

Cost: \$1,258.63±

Subject to delivery and installation charges

Warranty: 25-years laminate; 20-years drawer slides; 10-years locks; 5-years flat panel monitor, laminate, casters, doors; 3-years trolleys; etc

Please contact your site IT rep to assist with product configuration

STUDENT DESKS



Virco IQ Series – Chair Desk

- Sled-based combo unit
- With or w/out bookrack
- 18-3/4 x 24-5/8 curved high pressure laminate top
- 17-1/2 flex-back plastic seat with lumbar support, plastic glides

Color is coordinated with each site.

Cost w/Bookrack: \$277.68±

Cost w/out Bookrack: \$263.39±

Subject to delivery and installation charges

Warranty: 10-years

STUDENT DESKS



ARTCO BELL – Discover Series Combo Dual Entry Desk

- With or w/out bookrack
- 18-3/4 x 24-5/8 curved high pressure laminate top
- 18" flex-back plastic seat with lumbar support

Color is coordinated with each site.

Cost: \$140.40±

No design, delivery or installation charges

Warranty: Lifetime



Virco Zuma Series Student Desk - Trapezoid

- Desk for hexagon groups
- Adjustable 22"-32" height
- 21.13" x 33" trapezoid hard plastic top
- Optional plastic book box or book basket, pencil tray

Color is coordinated with each site.

Cost: \$137.17±

Subject to delivery and installation charges

Warranty: 10-years

STUDENT DESKS



Artco Bell Student Tri-Top Study Desk

- Desk for versatility in groups
- Adjustable 22"-30" height
- 28" x 28" triangle top
- Optional polypropylene or metal perforated book box, wire book rack, back pack hook

Color is coordinated with each site.

Cost: \$86.32±

No design, delivery or installation charges

Warranty: Lifetime

STUDENT CHAIRS



Virco IQ Series

- 4-Leg
- 17-1/2" seat flex-back plastic bucket with lumbar support
- Stackable

Color is coordinated with each site.

Cost: \$106.69±

Subject to delivery and installation charges

Warranty: 10-years

STUDENT CHAIRS



ARTCO BELL Discover Series Student Chair, Sled-Based (shown) or 4-Leg

- 18" seat flex-back plastic
- Stackable

Color is coordinated with each site.

Cost: \$54.60± (sled-based)

Cost: \$34.32± (4-leg)

No design, delivery or installation charges

Warranty: Lifetime

LAB STOOLS



Bio Fit BT Series

- Full adjustability
- Lumbar support
- Optional glides or casters
- Optional footring
- Optional arms

Color and fabric is coordinated with each site.

Cost: \$261.30±

Subject to delivery and installation charges

Warranty: 13-year for original purchaser