

August 22, 2016

Q & A #1: Shelving for Adult Music CD Collection RFP

Q: The media display units have a frame work that the shelves hang from. The frame work comes single face or double face. These are not interchangeable. The shelves are all adjustable and can be used on both single face and double face frames.

As noted in the specifications of the RFP, we need shelving units that are capable of holding materials other than music CDs. If, at some future point, a decision is made to repurpose a shelving unit to hold DVDs or books, we would like the option to install shelving to the frame that can accommodate something other than music CDs. We understand this will require purchasing additional shelving from the music CD shelving supplier at a later date. We would also like the flexibility to convert single-sided shelving units to double-sided units. Please detail the options your company offers in regards to single and double-sided shelving units and interchangeable shelving.

Q: RFP did not break down pricing between starters and adders. RFP did not say how long any ranges might be.

We need a combination of ranges that will accommodate a collection of 10,000 individual music CDs within a space that is 27' x 16'.

Q: Does RFP require end panels on all the starter panels?

We need end panels placed on starter units for both the freestanding and wall units.

Q: RFP does not provide specifics on lighting options with mobile shelving units. Please provide details.

Please state your recommendation as to lighting requirements on mobile units.

Q: Does the RFP require only double faced units?

Considering the size restrictions of the music CD area, we believe we will need a combination of double-sided, freestanding units and single-sided wall units. Single-sided units must fit along a wall that is no more than 16' in length and shelving units must be no taller than 70" in height.

Q: The RFP does not describe the size of the wheel for mobile. Please provide details.

Please state your recommendation as to the size of the wheel for mobile. We need a wheel size that will allow for easy and safe movement of the unit.

Q: Should the vendor supply pricing for installation in the bid for this RFP?

Yes.

Q: Does the RFP require sign holders? Is Plexiglass an option with the sign holders?

Yes, the shelving units need sign holders or some option for integrated signage. Plexiglass sign holders are an acceptable option.