Q. 1. Once phase 1 of this project is installed in the three swing locations will the bill be paid in full (Jan 15th 2020 move included)?

A. Rowan will process and make payment for Swing Space furniture and Installation at the completion of this phase. Payment will be made per Rowan’s standard payment terms.

1.a. When quoting should we quote the following for payment expectations?

A. Rowan will process Vendors Application for Payment at the completion of each phase. Vendor is only to invoice for the furniture and installation applicable to that phase. Payment will be made per Rowan’s standard payment terms.

1.b. All product and first installation in swing location (3)?

A. Please see response to 1C

1.c. Breakdown of swing locations and re install in Bole Hall

A. The bids should be broken illustrating the furniture and installation cost per schedule below.
   a. James Hall Temporary Swing Space
   b. Laurel Hall Temporary Swing Space
   c. Oak Hall Temporary Swing Space
   d. Bunce Hall 2nd Floor
   e. Bunce Hall 3rd Floor
   f. Bole Hall – Relocated Furniture from Oak Hall Swing Space
   g. Bole Hall – Remaining New Furniture
   h. Savitz Hall (Phase 1) – Relocated Furniture from Laurel Hall & Oak Hall Swing Spaces
   i. Savitz Hall (Phase 1) – Remaining New Furniture
   j. Oak Hall – Permanent Space
   k. Savitz Hall (Phase 2) – Relocated Furniture from Laurel Hall Swing Spaces
   l. Savitz Hall (Phase 2) – Remaining New Furniture
   m. Laurel Hall – Permanent Space
   n. Savitz Hall (Phase 3) – New Furniture
Q. 2. The dates given for the first installation (Nov 30-Dec 3) may not be attainable by KI. We have asked KI for a guaranteed delivery but most likely will not be granted one. Does the university intend to keep these dates as is?

A. Per are tasked to accommodate a 12/10/2018 move date. On your bids, please identify the dates to which the manufactures can guarantee.

Q. 3. The locations are identified as Oak Hall, Laurel Hall, James Hall and Bole Hall. There are 2 drawings that are in the bid plan labeled as Bunce Hall. Will furniture be going into Bunce hall as well? If so, when will this move be required?

A. The Buildings which requires furniture are as follows: Bole Hall, Bunce Hall, James Hall, Laurel Hall, Oak Hall and Savitz Hall.

Q. 4. Do all buildings have accessible elevators?

A. Bunce Hall and Savitz Hall has an elevator. Bole Hall, Laurel Hall and Oak Hall do not have an elevator. However, once Oak Hall is renovated, the Second Move into Oak will have an elevator.

Q. 5. Of all the buildings, Laurel looks to be the most inaccessible. Is there a location close to Laurel to deliver to and from?

A. There is an access road to the side of Laurel Hall and Oak Halls which could be utilize for the delivery of furniture.

Q. 6. Can we schedule a walk through prior to submitting a bid?

A. Do to time constraints, we cannot entertain an official walk through at this time.

Q. 7. Swing space furniture – once swing space furniture is decommissioned, where is the product being re-installed?

A. Bole Hall

Q. 8. Phasing – Is there a defined plan on what buildings are to be installed and when

A. Please see the Bid scope. Tentative dates are listed for the first install of swing space followed by second install at Bole Hall.

Q. 9. Will our install team have access to all three facilities getting new furniture 24 hours per day?

A. There are more than three facilities getting new furniture. 24 hour access is not available. Furniture delivery and installation will need to be coordinated with the construction team and the University.
Q. 10. Will a Rowan staff member be on site at all times or can our foreman have a key to the buildings to work late and get the job done?

A. Rowan University along with the construction Team will make arrangements to have the Buildings and the spaces unlocked.

Q. 11. On the specification page there is the following for Savitz Hall, I do not see the timeline on the bid document of when this is going to be installed. Phase One Nov 30th 2018 or is this a part of Jan 2020 plans?

A. Below are the estimated and anticipated start dates for the furniture installation.
   a. James Hall Temporary Swing Space – 11/16/2018
   b. Laurel Hall Temporary Swing Space – 11/16/2018
   c. Oak Hall Temporary Swing Space – 11/16/2018
   d. Bunce Hall 2nd Floor – 07/05/2019
   e. Bunce Hall 3rd Floor – 07/05/2019
   g. Bole Hall – Remaining New Furniture – 11/27/2019
   h. Savitz Hall (Phase 1) – Relocated Furniture from Laurel Hall & Oak Hall Swing Spaces – 01/27/2020
   i. Savitz Hall (Phase 1) – Remaining New Furniture – 01/27/2020
   j. Oak Hall – Permanent Space – 06/17/2020
   k. Savitz Hall (Phase 2) – Relocated Furniture from Laurel Hall Swing Spaces – 01/08/2021
   l. Savitz Hall (Phase 2) – Remaining New Furniture – 01/08/2021
   m. Laurel Hall – Permanent Space – 06/29/2021
   n. Savitz Hall (Phase 3) – New Furniture – 11/22/2021

If you submitted questions to bids@rowan.edu by the due date indicated in the bid document, but they were not received and answered here, please contact:

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