

**ROBERTO L. DASILVA
MAYOR**



**JESSICA LAMPREY
PROCUREMENT SPECIALIST**

**CITY OF EAST PROVIDENCE
PURCHASING DIVISION
145 TAUNTON AVENUE
EAST PROVIDENCE, RI 02914
401-435-7500 EXT. 11270**

To: All Prospective Bidders

From: Jessica Lamprey, Procurement Specialist

Date: Thursday, August 1, 2024

Re: RFP EP23/24-37 Design, Purchase, and Installation of Library Furnishings

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Please be advised that the following information comprises Addendum #2.

PROPOSAL SUBMISSION CRITERIA

In addition to an itemized cost proposal, including installation and all necessary fees, vendors shall include the following information in their completed response to this RFP:

1. Vendor shall provide a thorough proposal itemizing the cost of all fabricated components, delivery, freight, and installation.
2. Vendor shall submit examples of recent work in a public library setting or links to project images and descriptions that can be found online.
3. Vendor shall provide cut sheets or other product information, if available, for all proposed furnishings.
4. Vendor shall provide a full design plan showcasing their understanding of the Library staffs vision, while optimizing the use of the given space.

ADDITIONAL SPECIFICATIONS

1. Seating should accommodate a range of body shapes, sizes, and abilities. The Library requires that all seating have adequate weight capacity and seat width.
2. Staff seating should include lumbar support and height adjustability.

Any questions must be submitted in writing Meredith Bonds-Harmon, Library Director, at mbondsharmon@eastprovidenceri.gov and Jessica Lamprey, Procurement Specialist at jlamprey@eastprovidenceri.gov no later than **THURSDAY, AUGUST 8, 2024 AT 4:00PM.**

Thank you for your interest in this project.