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**ADDENDUM 1**  
**WILLIAMSON COUNTY SCHOOLS**  
**RFP # 1312 – WCS DISTRICT FURNITURE & FIXTURES PROGRAM**  
**Date of Release: Friday, October 6, 2023**

As noted herein, certain specifications, terms and conditions of the original Request For Proposal #1312 – WCS District Furniture & Fixtures Program have been modified or updated.

Unless specifically noted, all other specifications, terms and conditions from the original RFP document will remain the same.

Page 6 and 7 – the number of allowable manufacturers to be submitted in proposals has been changed from 30 manufacturers to no more than 25 manufacturers. These must be relevant, quality manufacturers that are appropriate for public K-12 education consistent with the quality that WCS has utilized throughout the district the last several years. Brands deemed inferior by our experience will be noted as such in the evaluation process by the proposal review team.

Proposers have been instructed to submit their pricing based on a discount from MSRP or list price. It has been brought to our attention that a very few but relevant manufacturers do not offer a discount such as Wenger and we purchase a fair amount of Wenger type products. In these isolated situations, the pricing proposed to WCS through this RFP must be listed as Cost Plus a % rather than MSRP/List less Discount %. The rationale for this is that the awarded proposer will function as our turnkey partner for all furniture purchases and be appropriately compensated for the delivery, assembly, installation and removal of shipping debris through this awarded program.

Page 7 (possibly other warehouse references) – we stated in the original RFP document that the warehouse must be at least 3,500 square feet. This addendum hereby adjusts the warehouse minimum to 3,000 square feet instead of 3,500.

At its core, this is a performance based service contract. It is imperative for proposers to grasp and understand WCS must be prioritized. We require a dedicated service team that is accessible, available with quick and efficient response time for calls and visits and especially with turnaround of quotes, drawings and repair/service calls. Failure to fulfill reasonable requirements in this regard will lead to termination of the awarded agreement.

This project is a competition to identify and select the best fit furniture partner for WCS. There may be one strong lead proposer that emerges from this process and stands above the rest. However, if our WCS evaluation team determines that there are two reasonably equal proposers, then WCS may call both companies in for final presentations and further interview and evaluation. WCS reserves the right to negotiate the final award with the company that is the best fit for our organization as we seek the best long term partner for our WCS furniture program.