



# LAKE COUNTY FLORIDA

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## ADDENDUM NO. 2

**Date: March 09, 2012**

**Request For Proposal 12-0418**

### **PROCUREMENT AND INSTALLATION OF FURNITURE FOR THE LAKE COUNTY JUDICIAL CENTER ADDITION**

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum \_\_\_ does  X  does not change the date for receipt of bids or proposals.

#### Clarification on the Central Files Track System

As a general statement, the Central Files Track System is described as a high density enclosed shelving system. Each shelving unit consists of either four or five two-sided sections, seven shelves high with each shelf being 36" wide. The system is a mechanical assist mobile filing system for letter-size end tab folders. These end tab folders measure 9 ½ inches high by 12 ¼ inches wide. More detail is provided below.

Questions/Answers:

Question 1): Number of shelves required per unit?

Answer 1): Seven shelves high

Question 2): Type of folders to be stored on the units, Top tab or end tab?

Answer 2): End tab

Question 3): Letter or legal depth?

Answer 3): Letter depth

Question 4): Mechanical crank or electric drive?

Answer 4): Mechanical crank/assist

Question 5): Will this be a floor less rail system or raised floor?

Answer 5): We assume it will be a raised similar to what we have (see attached photos). The rails will be mounted on the existing floor that is concrete covered with sheet linoleum. However, the vendor may propose what the vendor feels is most functional and cost effective.

Question 6): Are end panels required?

Answer 6): No, but they are preferred. Again, we leave this up to the vendor's expertise to propose what will be most functional and cost effective.

Question 7): Are card holders required?

Answer 7): Currently, there is a single card holder on each existing end panel. The Clerk uses the card holder to label which files are in each shelving unit. Something similar is required. Two card holders would be preferred as the Clerk currently uses the card holder and additionally tapes a second card to the end of the shelving unit as seen in the attached pictures.

Question 8): Are dividers required? If yes, how many are required per shelf?

Answer 8): Yes, Quote **four (4)** dividers per 36" wide shelf (see attached photos)

Question 9): Drawing lists 25"D shelving. Is 24"D shelving acceptable? If not, do you have a manufacturer as the basis of design?

Answer 9): The current shelving configuration contains shelves that are specified as being 24"D. These shelves are contained in units that have a 25"D end panel. The file folders (being 12 1/4" wide with an end tab) hang over the end of the shelf edge. Thus, the 25"D end panels and other bumpers generally prevent the end tabs from being bent (see attached photo "LJC Shelves with Dividers.jpg" for reference). The dimensions provided were approximate based on the current shelving. The Clerk leaves this issue to the vendor's expertise, given the specified size of the end tab folders being used. We ask that there be sufficient room for file folders with end tabs.

Question 10): What clear opening inches are required between shelves?

Answer 10): Currently, the clear opening is 10 3/16" for the older shelving and 9 3/4" for the newer shelving units. The clear opening should be at least 9 3/4", although we would prefer a larger clear opening as we have some files that contain materials that are taller than the folder height. At this time, these materials must be stored in a separate location as they do not fit into the current shelving units.

Question 11): Does shelving require open or closed tee's?

Answer 11): We look to the vendor's expertise with respect to this decision. The current system is described as having closed angles and tees.

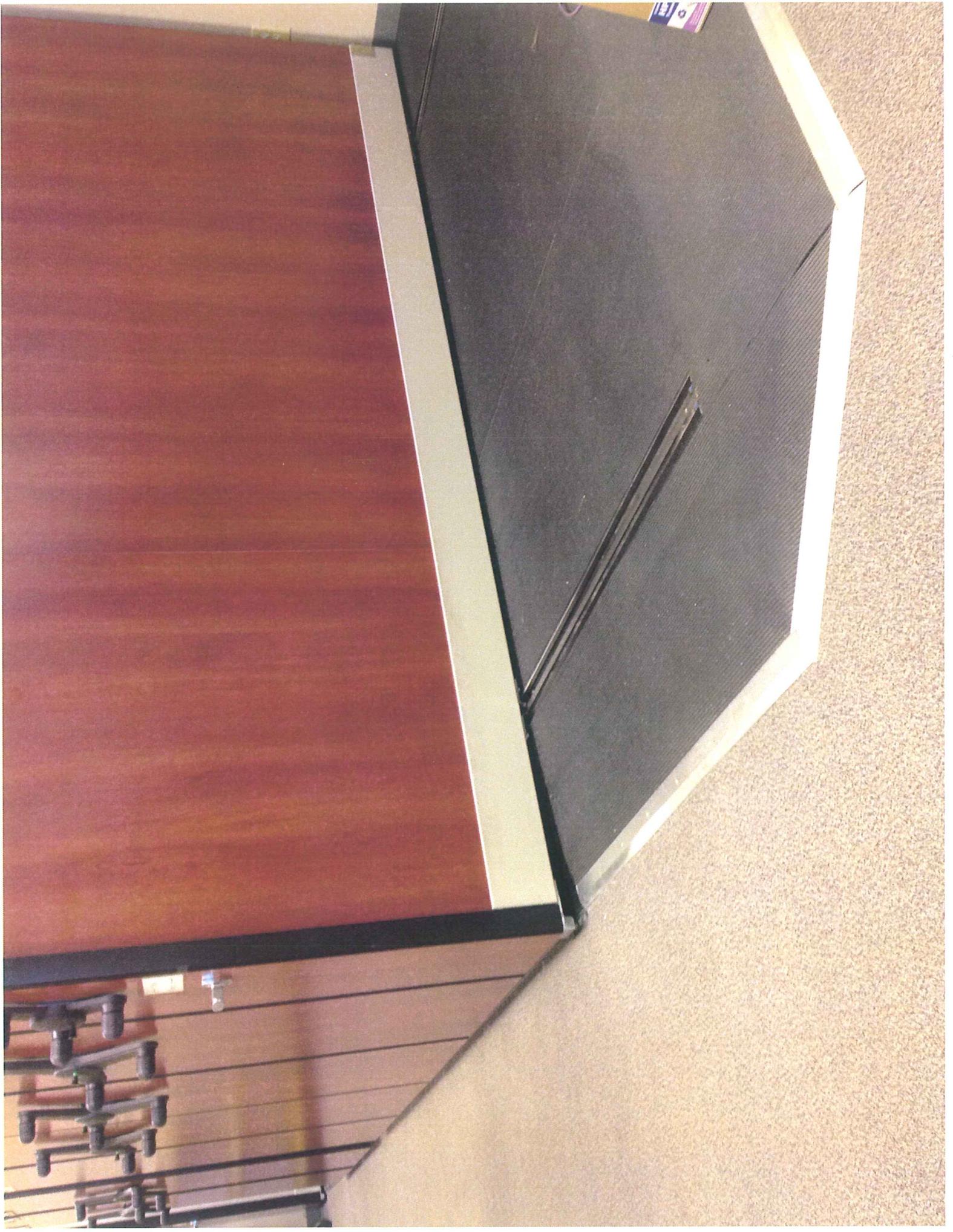
Question 12): In the pre-conference meeting there was a manufacture mentioned for the Central Files and Storage Vault products. I have attempted to look them up but may not have the full name or the spelling correct. Can you let me know the manufacture you have used previously.

Answer 12): In our Central Files area, we have shelving from two different manufacturers. The original shelving that was installed in 1992 is Kardex Kompakt high density shelving. We added shelving about three years ago. This newer shelving is manufactured by Spacesaver Corporation. Our vendor was Patterson-Pope. The shelving that we would like to use in the Evidence Vault should be similar to what we use in our Records Storage Facility. The vendor for that shelving may have been Deluxe Systems, Inc. The actual shelving is similar to the Borroughs Rivet-span Bulk Rack shelving units. Because some of these projects were completed through competitive bid and provided by contractors, this information may not be exact, but should be used as a guide for the type of solution we are seeking.

Firm Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_







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