ADDENDUM ONE TO ALL FIRMS:

Reference: Request for Proposal (RFP) #LP102208

Commodity: Residence Hall Furniture

Dated: October 22, 2008

Proposal Due: November 7, 2008

Please reference the following for clarifications and changes to the RFP #LP102208 issued on October 22, 2008 for Residence Hall Furniture:

1. In Section B. Scope of Services, add the following clarifications:
   • For the living/dining furniture, firms should assume that the sets include one couch or love seat, two lounge chairs, two end tables, one coffee table, one dining table with four to six chairs. (The type of table and number of chairs is based upon apartment size.)
   • For the Assembly Area for 45 staff, the University is still in the process of designing the space and is not prepared to define at this time the exact combination of furniture items required.
   • A “set” of casegoods is per student. The rooms are either singles or doubles.

2. In Section D. Contents of Proposal, Furniture Dimensions, add the following clarifications:
   • The University has yet to define a custom specification for the entertainment centers. If entertainment centers are purchased, they mostly likely will be selected from the Selected Firm’s product line.
   • The dimensions of the nightstand are: 20”W x 16”D x 24”H.
   • The University has specified what has worked well in the past. Firms responding to this RFP may quote as they see fit on the requested pricing structure. If a firm decides to alter the custom specifications in anyway, the firm must clearly state what the alteration is and justification for the change in its response.

3. Fabrics and finish samples are not required at this time.

If you have any questions concerning this Addendum or the RFP, please contact me at (434) 924-4216. Thank you for your participation in this RFP process. I look forward to receiving your firm's proposal.

Sincerely,

Lori Ponton, ASID
Senior Buyer

Please sign below, acknowledging receipt of this Addendum and return this document with your response to the RFP.

_________________________  _______________________
Signature                      Name of Firm
Please Print Name of Person Signing Above

Date