



WCSD Elementary Environments Phase IV-RFP version 2 ADDENDUM 1: Frequently Asked Questions

The following are questions received and District responses regarding this RFP.

- 1. Will the delivery and installation take place during normal business hours?**
Yes, deliveries are expected to happen during normal business hours.
- 2. Will Labor be at Prevailing wage?**
We do not anticipate this as a requirement based on the RFP requirements, however, contact legal counsel for direction.
- 3. Do you require a Bond for the furniture?**
Furniture funding is provided through our local Bond Measure J, passed by community voters in November 2022.
- 4. Can you provide me with a CAD file of the schools, and the rooms you are looking to refresh?**
We will not provide a CAD file, however you can access the [floor plans by clicking here](#). Please note, OT will share a space with Speech, not with Resource as indicated on this map.
- 5. Do you have a color scheme for each of the schools and the classrooms?**
Specific color scheme is still in development, however we are seeking a biophilic approach linked to the specific site's school colors. The specific color scheme will be shared when it becomes available.
- 6. How many children do you have per classroom?**
This phase does not include design for general education classrooms, therefore this question is irrelevant. The number of students utilizing each specialty space included in this RFP varies. Here are some general guidelines for maximum usage as well as additional details for required needs:

Student Cafes

Student Cafes will be utilized by students in Transitional Kindergarten through grade 5 with approximately 170 students for dining, 200 adults for meetings, and 500 students (seated on the floor) for whole school assemblies. A portable/removable stage will be available as needed for school events (not included in this RFP).

Elementary Libraries

Libraries are visited by classes from Preschool through grade 5 and include students with specialized learning needs. Class sizes vary in size depending on the grade level as listed below. In addition, parent meetings are sometimes hosted in the libraries.

Preschool Maximum 14 students

Transitional Kindergarten through Grade 3 maximum 25 students

Grades 4 and 5 maximum 30 students

Tiered Supports

Tiered Supports includes the following spaces and uses:

Wellness Center: (complete: no furniture needed)

Intervention: 1 adult and maximum of 5 students in grades 1-5, small group instruction, Requires: Mobile tables, bookshelves with whiteboard backs, locking mobile file drawer

Psychologist/Counselor: 1 adult with maximum of 3 students.

Requires: 24 x 48 fliptop table on casters, bookshelves with whiteboard backs and casters, locking mobile file drawer, four drawer locking lateral filing cabinet, table for small group instruction and student seating.

English Learner Development (ELD): 1 adult and maximum of 5 students in grades 1-5, small group instruction

Requires: Mobile tables for small group instruction, bookshelves with whiteboard backs, locking mobile file drawer

Speech/Occupational Therapy: 1 adult with maximum of 3 students.

Requires: 24 x 48 fliptop table on casters, bookshelves/storage for games and activities with whiteboard backs on casters, 2 drawer locking lateral file cabinet

Resource: 2 adults with maximum of 10 students.

Requires One 24 x 48 fliptop table on casters (for teacher desk) with 2 adult chairs, 2 locking mobile file drawer, mobile flexible student work surfaces providing for a variety of configurations with a variety of seating options for students. This room will have built in storage, so no storage items needed.

Administrative Offices

Administrative Offices includes the following spaces and needs:

Reception Area:

Office Manager: Will have built-in countertop and storage. Need office chair.

Office Clerk: Will have built-in countertop and storage. Need office chair.

Lobby: Guest seating for 4 adults.

Academic Coach Office:

Requires: sit/stand desk, office task chair, mobile locking file drawer, mobile bookshelf with whiteboard back, small conference table and chairs to accommodate up to 4 adults.

Generic Offices (2):

Requires: 24 x 48 floortop table on casters, office task chair, mobile locking file drawer, mobile bookshelf with whiteboard back, small conference table and chairs to accommodate up to 4 adults.

Principal Office:

Mobile sit/stand desk with task chair and locking mobile file. Small table with rolling chairs for conferencing with a maximum of 4 adults. Credenza with bookshelves on top.

- 7. How many classrooms are dedicated to a specific age group?**
Please see question 6.
- 8. Do the student's rotate classrooms throughout the day?**
Students are assigned to one classroom for the day.
- 9. Do the teachers require a desk, and do they have a teacher's assistant?**
See specifications indicated in question 6.
- 10. Do the students use cubbies for their personal items?**
Students' personal items storage is not a part of this RFP.
- 11. Floorplans/CAD files for each of the spaces being designed (admin, tiered support, student cafes, media centers)**
Please refer to question #4.
- 12. Student capacity per space**
Please refer to question #6
- 13. Book count for media center**
Approximately 10,000 books in the library collection, which includes novels and picture books. Bookshelves will be build in around the perimeter of the room, however additional mobile shelving may be added, especially for showcasing.
- 14. What other uses will the café space be used for outside of nutrition/eating**
See question #6.
- 15. Furniture Standards/preferred manufacturers**
We are open to high quality manufacturers who offer excellent warranties and service.
- 16. Intentional use of Wellness Center (whole group? pull out? Both?)**
Wellness Centers are complete and are not included in this RFP.
- 17. Do you have a floor plan or CAD file for each space; Tiered support, Admin, Library, Student Cafe? If not, do you have square footage for each space, and number of students?**
See question #4.

**18. What type of Admin spaces are you looking for? Front office, Principal, Staff lounge?
Can you be more specific?**

See question #6

19. Under Project Purpose and Expectations, Second paragraph, last line. For examples of WCSD Admin Office Space and student cafes, “click here” – there is no link – can you provide the link to these spaces?

[Please click here for these examples.](#)

20. For the libraries, can you provide # of books the space requires?

Please see question #13.

21. For pricing, are we pricing one space for each category? The RFP specifies this is for BV and Parkmead. Are we pricing out one tiered support, one library, one admin office, and one student café?

Please price one tiered support, one library, one administrative office, and one student cafe for each school.

22. May we include links in our response?

Yes.