To: Interested Vendors
Date: March 3, 2023

RE: Furniture (FF&E) RFQ

Gaston County Schools is interested in obtaining a Request for Qualification (RFQ) from interested vendors for the work described herein. There needs to be six (6) copies of the RFQ with a maximum of 25 pages which addresses the following information:

Max. of 25 one-sided pages, or 13 pages front and back

Contact information of proposed personnel

The ability of a firm to provide storage of product

Indication of how Gaston County Schools can see and use the product (purchase of the product, lease of the product, short-term display, etc.)

Ability to provide design services. Include details about what design deliverables Gaston County Schools can expect to receive for our projects and anticipated turnaround times. Pictures, descriptions, and/or specifications of proposed product(s); alternatively, this may include a list of proposed manufacturers

References

Minimum of three (3) from a school district located in NC or SC

Maximum of five (5) references

List of recently installed public, K-12 school projects

Provide school name, location, and brief (30 words or less) description of installation scope.

Provide a minimum of 5 projects.

List of recently installed projects that may be other than public, K-12 school projects.

Provide project name, location, and brief (30 words or less) description of installation scope.

Provide a maximum of 5 projects.

Indication of any HUB certifications

The Furniture Committee will be selecting dealers and/or manufacturers for the following areas:

Classrooms

Middle School

Administrative office areas

Lobby

Offices

Workrooms

Cafetorium

Media Centers

RFQ deadline for submittal 12:00 pm on March 31, 20