



INVITATION FOR BIDS
UK-2558-26 Furniture – Campus Wide
ADDENDUM # 1

10/16/2025

ATTENTION: This is not an order. Read all instructions, terms and conditions carefully.

IMPORTANT: BID AND ADDENDUM MUST BE RECEIVED BY 11-6-2025 @ 3:00 P.M. LEXINGTON, KY TIME

Bidder must acknowledge receipt of this and any addendum as stated in the Invitation for Bids.

This addendum updates the Bid Proposal Form and Financial Offer with the inclusion of additional manufacturers. This addendum replaces pages 16-18.

OFFICIAL APPROVAL
UNIVERSITY OF KENTUCKY

Brian Schweegman

Contracting Officer / (859) 257-9100 ext.

SIGNATURE

Typed or Printed Name

University of Kentucky
Procurement Services
322 Peterson Service Building
Lexington, KY 40506-0005

An Equal Opportunity University

BID PROPOSAL FORM**Attachments issued and incorporated with this Invitation for Bids:**

- Attachment A – University Fire Ratings
- Attachment B – Medical Center Physical Plant Division (MCPD) Vendor Contractor Guidelines
- Attachment C – HIPAA Business Associate Agreement

Components of bidder's response – the bidder shall include the following with their bid response. Failure to provide the required items may result in rejection of bid.

1. Completed and signed paper bid response
2. CD or USB containing scanned copy of signed bid response
3. Manufacturer list pricing for each line being bid, preferably in electronic form provided on CD or USB. If not available in electronic format, bidder shall include paper copy.
4. Checked statement of Manufacturer/Dealer relationship
5. Provision of all contact information substantiating service/install dealer(s) (if being bid by manufacturer), or Statement from manufacturer that bidder is an authorized dealer for that manufacturer's line (if being bid by dealer)
6. Return/Refund Policy and Minimum Order Policy, if applicable
7. Warranty Statement
8. Signed Attachment D – HIPAA Business Associate Agreement
9. Completed form relating to Compliance with University E-Procurement – Supplier Relationship Management (SRM)
10. Confirm whether extension of successful contract to other public institutions and agencies within state of Kentucky

Each price contract award will be made to the responsive and responsible bidder(s) who bid(s) the best discount(s) offered for each manufacturer line for "delivered and installed" items.

Manufacturer	% Discount on Drop Ship	% Discount on Quick Ship Program	% Discount on Delivered & Installed Items (This should include all Special Services & Design.)
9 to5 seating			
AIS Furniture			
Allseating			
Arcadia Contract			
Artopex			
Bernhart Design			
Buzz			
Carolina			
Claridge			
Coalesse			
Cumberland Furniture			
David Edward Furniture			
Davis Furniture			
DIRTT Environmental Solutions, Inc.			
Encore Seating			
Enwork			
ERG			

Ghent			
Global			
Grand Rapids Chair			
Gunlocke			
Herman Miller			
Hightower			
HON			
Hooker / H Contract			
Humanscale			
Integra Seating			
JSI Furniture			
KFI			
KI Furniture			
Kimball Office Furniture			
Krueger International			
Krug			
Landscape Forms			
Lay-Z-Boy			
Leathercraft			
Martin Bratrud Inc.			
Medvion			
National Office Furniture			
Nemschoff			
Neocase			
Nevins Furniture			
Nightingale			
OFS Brands			
Peter Pepper Products INC			
Pineapple			
RT London			
SICO America Inc.			
Sit-on-It/Exemplis			
Spacesaver			
SPEC			
Stance			
Steelcase			
Symphony LLC			
Teknion			
Toadvine Enterprises			
Transformations Furniture			
Versteel			
Via Seating			
Vine & Branch LLC			
Wieland			
Worden Furniture			

ADDITIONAL INFORMATION: OPTIONAL SERVICES - PER HOUR BASIS:

Does your company offer **additional services** such as installation of new product, disassembly/reassembly, moving, etc. of product other than the manufacturer lines listed above?

Yes _____

No _____

If you answered “yes”, list your per hour rates below:

Installation of new product: \$ _____/hr

Disassembly/reassembly: \$ _____/hr

Moving of furniture: \$ _____/hr

ADDITIONAL FINANCIAL COMMITMENT

In addition to the financial offers, please propose a financial commitment to assist the University. Options may include a signing bonus, scholarships, internships, commitment to hire University Graduates or a (%) percentage rebate.