

CITY OF GALENA, ILLINOIS

101 Green Street, Galena, Illinois 61036



Updated 11/3/21

QUESTIONS RECEIVED FOR REQUEST FOR QUOTES Turner Hall Stage Curtains and Hardware

DUE DATE: 10 AM, Tuesday, November 16, 2021

Following is a list of questions received and answers for clarification.

Can you please confirm if this solicitation calls for only materials and delivery? No installation.

Per the information presented in the RFQ, at this time, we are requesting material cost as specified with no installation. We have requested support with questions and installation instructions (see the last row in the Scope of Project table). The original quote may be found here:

http://www.cityofgalena.org/documents/filelibrary/top_tabs/departments/engineering/bids/2021/RFQ_Turner_Hall_Galena_Stage_Curtain_277823B9EA1DB.pdf

The line items—are they “for information only,” or are they so the city can pick hanging hardware from one bidder and drapes from another?

Our intent is not to divide the order and award different pieces to different suppliers. We will be basing our decision on the final sum and proposal from each bid received. Breaking the bid out was meant to supply equal detail to all interested parties so all bids have the same content.

Shipping--if we all can drop ship each group (chain/shackles, track and drapes) to you direct, instead of compiling here and putting into a fourth truck so that you only get one shipment, it will save in freight. What's the intention with the freight?

In terms of the freight—we are fine with receiving multiple shipments at various times. The note was intended to make clear that the location—Turner Hall—is neither staffed nor does it have a shipping dock. If a forklift is needed to unload, we will need to indicate that the delivery address is to Meeker Street, an unmanned city warehouse, and our public works department will be on call to unload. If there are smaller deliveries, those can be directed to me at my office at Galena City Hall.

DELIVERY / SHIPPING

Standard shipping to Turner Hall, 115 South
Bench Street, Galena, IL 61036 (no dock).
If semi-trailer is used for shipping, please
notify for alternate special delivery instructions
and location.

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