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