

**Addendum #1**  
**RFP 20-006-173 Moving and Storage Services**

**1. How many different products?**

Attached photos provide examples of our various products, including school supplies, books, cots, toys, tricycles, washers/dryers, full-size refrigerators, tables, chairs, bookcases, desks, etc.

**2. How many loads/pallets/boxes to be picked up or delivered on a daily/weekly/monthly basis.**

Typically, there are approximately 5 pallets per delivery/pickup, however, there could be deliveries/pickups with only boxes.

**3. What are the historical volumes requiring re-packing?**

Wayne RESA Consultant typically gather the needed materials stored at the warehouse, places the items on pallets, and then create a delivery request. Examples of extenuating circumstances are provided in the narrative.

**a. Daily, Weekly, Monthly and Annual data preferred, if available.**

Monthly

**4. How many units are packaged per pallet?**

Varies. Some pallets may include 2-3 shelving units, some may include 30 child-size cots, some may include multiple cardboard boxes filled with manipulatives, and others may include tricycles.

**5. Are there cleanliness specifications for the products, and if so, we would need a copy of the specification?**

Materials are going to a classroom with small children- needs to be away from chemicals or anything that are potentially harmful.

**6. What is the normal turnaround time requirement for the repacking, from time of receipt to time of shipment?**

Staff will need access to area during business hours. Turnaround time within a week (5 business days).

**7. What are current shipping quantities and methods (Truckload/Load Size)**

Varies, as loads range from ¼ of a semi-truck up to a full load. Depends greatly on the quantity of materials being delivered.

**a. Are all loads full loads?**

No

**b. Are all loads mixed loads of parts or single part numbers?**

Varies, as materials can sometimes be delivered to multiple locations during a single delivery if within close proximity of each other.

8. What is the total square footage required for the storage?

Varies, depending up materials being stored. Currently, we are using approximately 300 square feet at our current location, but it could triple that amount for a short period of time.

9. Is the storage requiring climate or temperature controlled?

Store at a temp that is safe for paint, glue, crayons, etc.

10. What is the maximum weight for the pallet/boxes to be lifted or moved around?

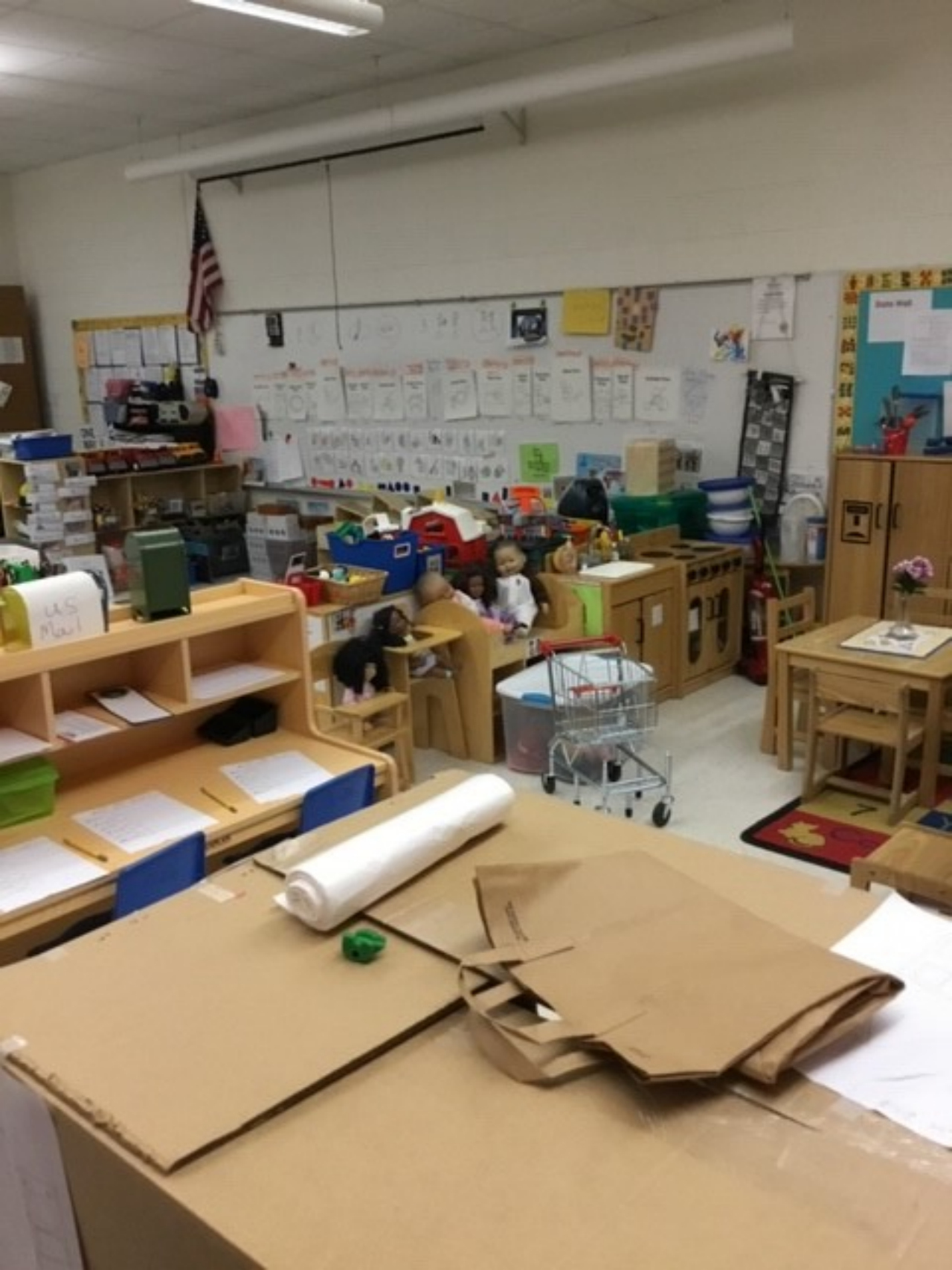
Not to exceed 4k lbs.

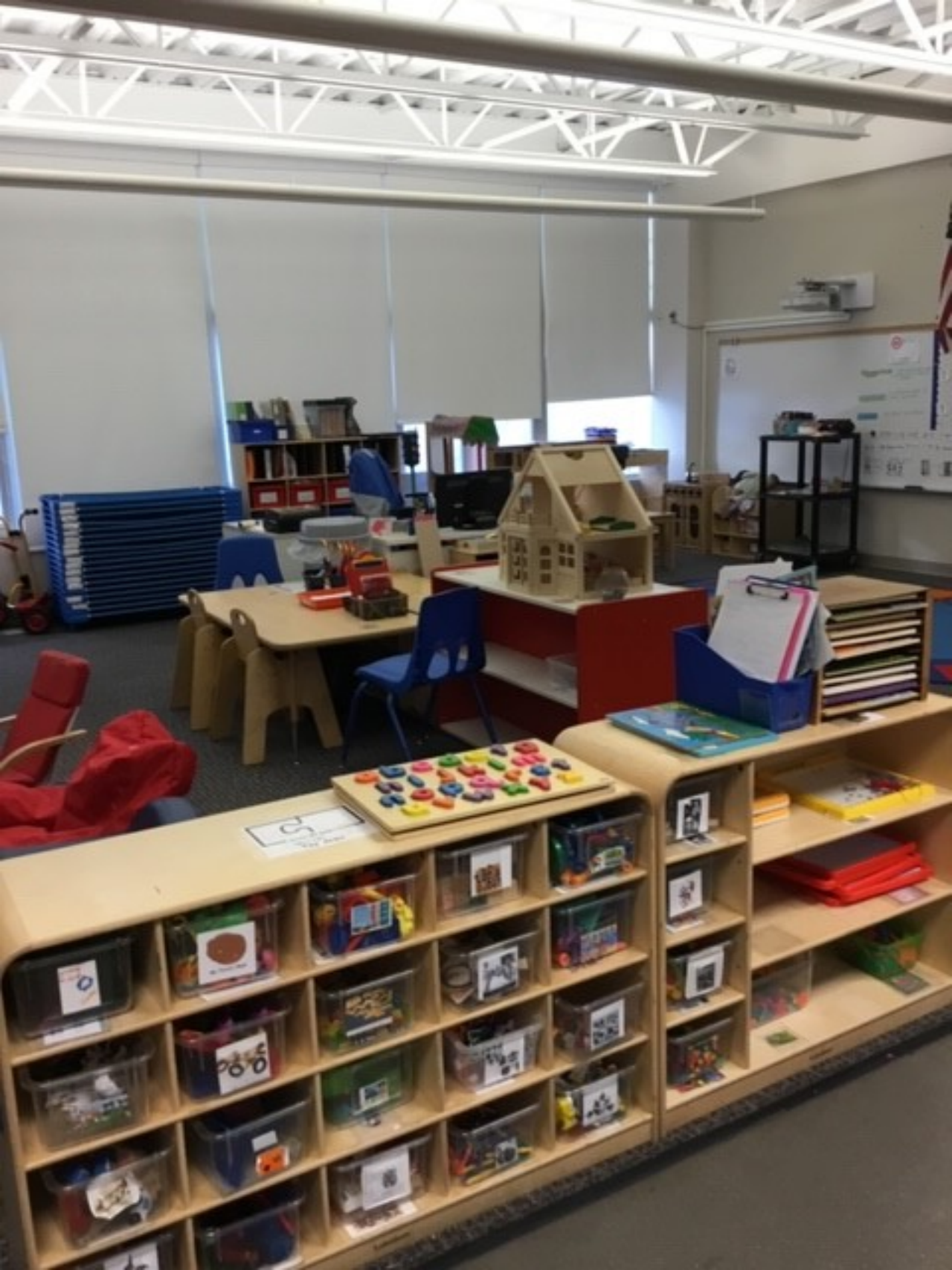
11. What are the time and frequencies of deliveries expected and would deliveries be on a weekly schedule?

Deliveries may occur Mon-Friday 7am – 6pm and scheduled by appointment. There may be months with no deliveries.

12. Would deliveries be on a weekly schedule?

Deliveries vary, but we typically have weekly delivery needs during the months of May-June and August-September. During subsequent months, our delivery needs are historically once monthly.















Yellow sticky note on the red tablecloth.

Candy Corn

EGGS

Fritos







Inventory labels on cardboard boxes in the background.

Inventory label on a stack of blue bins.

Inventory label on a wooden cabinet.

Inventory label on a wooden cabinet.

Inventory label on a wooden cabinet.

Inventory label on a wooden cabinet.

Inventory label on a wooden cabinet.

Inventory label on a metal cart.

Inventory label on a yellow bin.

Inventory label on a clear bin.

Inventory label on a clear bin.

Inventory label on a clear bin.

Small white label on the floor.