



**FRANKLIN COUNTY
CONVENTION FACILITIES
AUTHORITY**

COLUMBUS

400 N. High Street
Columbus, OH 43215
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Addendum No.1

Request for Bids:

Exhibit Hall Chairs for the Greater Columbus Convention Center

This Addendum No.1 modifies the June 26, 2026, Request for Bids for Exhibit Halls Chairs for the Greater Columbus Convention Center. Bidders shall note receipt of this Addendum of the Form of Proposal. Except as expressly modified herein, the Request for Bids and other Contract Documents remain in full force and effect.

I. Bid Date Extension

Please note that the FCCFA has extended the deadline for submitting bids. Sealed bids shall be delivered on or before **July 20, 2026, at 3:00 PM EST**. Bids shall be delivered to the address listed in the Request for Bids.

II. Updated Form of Proposal

Bidders shall utilize the updated Form of Proposal, attached hereto, when submitting their bids.

III. Updated Technical Specifications

The attached Technical Specifications modify and replace the Technical Specifications included within the Request for Bids. Bidders shall utilize the updated Technical Specifications in formulating their bid submittal.

Jordan Edmonds
In-House Counsel
Franklin County Convention Facilities Authority

FORM OF PROPOSAL

Submitted By: _____

on: _____, 2026

To: Franklin County Convention Facilities Authority
 400 North High Street, 4th Floor
 Columbus, Ohio 43215-2096

having read the Project Manual, Specifications and examined the Drawings entitled:

2026-04 – Exhibit Hall Chairs

as prepared by the Franklin County Convention Facilities Authority for the construction of said project and having also received, read and included their provisions in the bid all addenda thereto as follows:

Addendum No: _____ Dated: _____ Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____ Addendum No: _____ Dated: _____

The undersigned proposes to furnish all materials and perform all labor as specified, described, shown, and required in the Project Manual, Specifications and Drawings for the Work, for the indicated sum:

(NOTE: Fill in all spaces of items being bid and quote the sum in both words and figures.)

ESTIMATE FOR PROJECT

(\$1,000,000)

Total material, labor and services for the project – **2026-04 – Exhibit Hall Chairs** - for the lump sum amount of:

_____ Dollars (\$ _____)

Description	Manufacturer	Quantity	Unit Price
Folding Chairs		10,000	
Stacking Storage Cart		104	
Stacking Cart Base		35	
		Total	\$

TECHNICAL SPECIFICATIONS

EXHIBIT HALL CHAIRS

Part 1 – General

1.01 General Information

- A. Project Structure:
 - a. Furniture shall be purchased by the Franklin County Convention Facilities Authority (FCCFA). All pricing shall utilize any discounts available to government entities. The FCCFA is exempt from sales and use taxes.
- B. The Owner reserves the right to accept the bid that most closely meets all criteria.

1.02 Summary of Work

- A. The Contractor shall furnish all labor, materials, equipment, and service necessary to fabricate and install all furniture described herein.
- B. Questions & Clarifications: questions regarding the specifications, delivery and installation shall be directed to Jordan Edmonds: jedmonds@fccfa.org.
- C. Delivery Schedule: delivery shall be arranged as soon as possible after award of contract. Delivery times shall be coordinated with the Owner at least 5 days in advance.

1.03 Quality Assurance

- A. Correction of Work
 - a. Chairs, carts, and bases shall be inspected by the Owner (or its designee) within five (5) business days of delivery. The Contractor shall coordinate with the Owner to repair or replace damaged items.
 - b. The Contractor shall promptly remove from the premises all materials rejected by the Owner for failing to conform to the Contract Documents. The Contractor shall promptly execute and replace rejected work without expense to the Owner.
 - c. The Owner reserves the right to withhold a portion of the total payment until any defective work is remedied and any missing items are delivered.
 - d. If the Contractor should neglect to execute the work properly or fail to perform in accordance with the Contract Documents, the Owner, after written notice to the Contractor, may without prejudice to any other remedy, make good such deficiencies and may deduct the cost thereof from the amounts due the Contractor.
- B. Warranties and Guarantees:
 - a. Chairs, carts, and storage bases: Twelve (12) year manufacturer's warranty.

1.04 Delivery, Storage and Handling

- A. The Contractor shall take direction from the Owner (or its designee) regarding receiving and handling, of materials and equipment, and all security, safety, fire, and other regulations.
- B. The Contractor shall investigate and resolve all access restrictions to the site including entrances and available vehicle parking.
- C. Products and materials shall be delivered to the receiving area, as directed by the Owner (or its designee).

Part 2 – Products

2.01 Furnishings

- A. Chairs, carts, and storage bases shall meet or exceed the specifications described herein, including but not limited to the following:
 - a. Minimum gauge of aluminum frame
 - b. Maximum chair weight
 - c. Quality of welded joints
 - d. Warranty periods
 - e. Aesthetic appearance
 - f. Storage and stacking capacity
- B. The Owner reserves the right to reject bids for products that do not meet the minimum design requirements.

2.02 Folding Chair Specifications

- A. General
 - a. Seat Height – 18.5” banquet
 - b. Overall Height – 34.5”
 - c. Width – 18”
 - d. Weight – 11.5 lbs.
 - e. Seat Depth – 15.75”
 - f. Footprint – 21” L x 18” W
 - g. Color - Black
- B. Frame
 - a. Main support frame shall be made using 1.25” x .625” x 18-gauge oval steel tubing. Cross bars shall consist of identical oval tubing firmly welded to each leg. Each chair must be capable of supporting more than 1,000 pounds.
- C. Seat & Back
 - a. Seat and back shall be black with no upholstery.
- D. Frame Finish
 - a. Steel finish shall be formulated for indoor and outdoor use.
- E. Feet
 - a. Combined foot to floor contact shall be not less than 3.8 square inches.

- F. Seat Support
 - a. Seat support frame shall be constructed of at least .120" x .75" steel bar.
- G. Folding
 - a. Chair must lay flat when folded.
- H. Stacking
 - a. Shape of chair must allow for stable, positive indexing when stacked. A maximum stack height of 45 units is required.

2.03 Folding Chair Cart - Stacking

A. General

- a. Height: 59"
- b. Width: 43"
- c. Length: 92.70"
- d. Caster Size: 6"
- e. Frame Material: Steel
- f. Loaded Height: 59"
- g. Loaded Length: 92.70"
- h. Loaded Width: 43"
- i. Stacked Height: 163.50"
- j. Maximum Capacity: 100 chairs
- k. Stacking: capable of being stacked 3 units high.

2.04 – Stacking Cart Storage Base

A. General

- a. Height: 8.50"
- b. Width: 34"
- c. Length: 70.50" – 106.50"
- d. Weight: 55 lbs.
- e. Frame Material: Steel
- f. Capacity: capable of supporting up to three stacked folding chair carts.