



STATE OF TENNESSEE
Department of Environment and Conservation

REQUEST FOR INFORMATION
FOR
Resort Park Cabin Furniture

RFI # 32701-25-348
January 16, 2025

1. STATEMENT OF PURPOSE:

The State of Tennessee, Department of Environment and Conservation issues this Request for Information ("RFI") for the purpose of gathering information on readily available lodging industry grade furniture. We appreciate your input and participation in this process.

2. BACKGROUND:

The department is requesting information on the marketplace availability for a manufacturer or distributor of hospitality grade furniture for approximately 100 cabins with varied bedroom configurations, living rooms sizes, and dining area configurations. Requested varied furniture pieces would include couches, couch hide-a-beds, chaise settees, ottomans, dining tables, large, overstuffed chairs, dining chairs, counter-top stools, bedding platforms, headboards, standing lamps, dressers, nightstands, and lamps. The department is interested in establishing a multiyear contract with a main bulk purchase of furniture happening toward the beginning of the contract term and potential later purchases for replacement pieces as they are damaged.

3. COMMUNICATIONS:

3.1. Please submit any questions and your response to this RFI via email to:

Lindsay Oliveras
Department of Environment and Conservation
Davy Crockett Tower, 6th Floor
500 James Robertson Parkway
Nashville, TN 37243
Lindsay.Oliveras@TN.gov
629-219-6003

3.2. Please feel free to contact the Department of Environment and Conservation with any questions regarding this RFI. The main point of contact will be:
Lindsay Oliveras
Department of Environment and Conservation
Davy Crockett Tower, 6th Floor
501 James Robertson Parkway
Nashville, TN 37243
Lindsay.Oliveras@TN.gov
629-219-6003

3.3. Please reference RFI # 32701-25-348 with all communications to this RFI.

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		January 16, 2025
2.	RFI Response Deadline		February 5, 2025

5. GENERAL INFORMATION:

5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.

5.2. The information gathered during this RFI is part of an ongoing procurement. In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. In the event that the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.

5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please provide supporting document to the following requirements:

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TECHNICAL INFORMATIONAL FORM	
1.	RESPONDENT LEGAL ENTITY NAME:
2.	RESPONDENT CONTACT PERSON: Name, Title: Address: Phone Number: Email:
3.	BRIEF DESCRIPTION OF EXPERIENCE PROVIDING SIMILAR SCOPE OF SERVICES/PRODUCTS
4.	Please provide other lodging establishment locations where your product is in use.
5.	Is assembly required for your furniture?
6.	Please describe your shipping and delivery processes. Is shipping FOB destination? Is installation and assembly by your company optional? Is there a separate charge for assembly and installation? What is your standard shipping and delivery times?
7.	Does your company require deposits for large purchases? Would your company accept a purchase order in lieu of a deposit?
8.	Are furniture pieces readily available for delivery, or is there a lead time? What is the average lead time?
9.	Does your company have a minimum order quantity or dollar amount? If so, what are those minimums?
10.	Please provide a link to your product catalogs relevant to our scope.
11.	What is your standard return policy and warranty?
12.	Does your furniture meet the following minimum standard: All furniture fabrics should adhere to the standard for fire retardancy, Cal117 for adherence to the testing the smoldering resistance in upholstered furniture. Additionally, a minimum of 250K double rubs should be specified as the fabric wearability as per the textile commercial grade industry standard. Please provide any detailed information on your material standards.

COST INFORMATIONAL FORM	
1.	Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc.):

2. Describe the typical price range for similar services or goods

3. Does your company have additional fees such as delivery fees, restocking fees, warranty fees, etc.? If so, what types of additional fees are there?

ADDITIONAL CONSIDERATIONS

1. Please provide input on alternative approaches or additional things to consider that might benefit the State: