



THE CITY OF WINNIPEG

BID OPPORTUNITY

BID OPPORTUNITY NO. 80-2006

**SUPPLY AND INSTALLATION OF OFFICE FURNISHINGS AT 1155 PACIFIC
AVENUE**

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PART B - BIDDING PROCEDURES

B1. PROJECT TITLE

B1.1 SUPPLY AND INSTALLATION OF OFFICE FURNISHINGS AT 1155 PACIFIC AVENUE

B2. SUBMISSION DEADLINE

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, April 25, 2006.

B2.2 Bid Submissions determined by the Manager of Materials to have been received later than the Submission Deadline will not be accepted and will be returned upon request.

B2.3 The Contract Administrator or the Manager of Materials may extend the Submission Deadline by issuing an addendum at any time prior to the time and date specified in B2.1.

B3. SITE INVESTIGATION

B3.1 Further to GC:3.1, the Contract Administrator or an authorized representative will be available at the Site from 10:00 a.m. to 12:00 noon on April 12, 2006 and April 19, 2006, to provide Bidders access to the Site.

B3.2 The Bidder shall not be entitled to rely on any information or interpretation received at the Site investigation unless that information or interpretation is the Bidder's direct observation, or is provided by the Contract Administrator in writing.

B3.3 Further to GC:3.1, the Bidder may make an appointment to view the Site by contacting the Contract Administrator.

B4. ENQUIRIES

B4.1 All enquiries shall be directed to the Contract Administrator identified in D4.1.

B4.2 If the Bidder finds errors, discrepancies or omissions in the Bid Opportunity, or is unsure of the meaning or intent of any provision therein, the Bidder shall notify the Contract Administrator of the error, discrepancy or omission, or request a clarification as to the meaning or intent of the provision at least five (5) Business Days prior to the Submission Deadline.

B4.3 Responses to enquiries which, in the sole judgment of the Contract Administrator, require a correction to or a clarification of the Bid Opportunity will be provided by the Contract Administrator to all Bidders by issuing an addendum.

B4.4 Responses to enquiries which, in the sole judgment of the Contract Administrator, do not require a correction to or a clarification of the Bid Opportunity will be provided by the Contract Administrator only to the Bidder who made the enquiry.

B4.5 The Bidder shall not be entitled to rely on any response or interpretation received pursuant to B4 unless that response or interpretation is provided by the Contract Administrator in writing.

B5. ADDENDA

B5.1 The Contract Administrator may, at any time prior to the Submission deadline, issue addenda correcting errors, discrepancies or omissions in the Bid Opportunity, or clarifying the meaning or intent of any provision therein.

- B5.2 The Contract Administrator will issue each addendum at least two (2) Business Days prior to the Submission Deadline, or provide at least two (2) Business Days by extending the Submission Deadline.
- B5.2.1 Addenda will be available on the Bid Opportunities page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.
- B5.2.2 The Bidder is responsible for ensuring that he has received all addenda and is advised to check the Materials Management Branch internet site for addenda shortly before submitting his Bid.
- B5.3 The Bidder shall acknowledge receipt of each addendum in Paragraph 8 of Form A: Bid. Failure to acknowledge receipt of an addendum may render a Bid non-responsive.
- B5.4 No later claim by the Contractor for an addition to the price(s) because of any other changes in the Work necessitated by the use of an approved equal or an approved alternative will be considered.
- B6. SUBSTITUTES**
- B6.1 The Work is based on the materials, equipment, methods and products specified in the Bid Opportunity.
- B6.2 Substitutions shall not be allowed unless application has been made to and prior approval has been granted by the Contract Administrator in writing.
- B6.3 Requests for approval of a substitute will not be considered unless received in writing by the Contract Administrator at least seven (7) Business Days prior to the Submission Deadline.
- B6.4 The Bidder shall ensure that any and all requests for approval of a substitute:
- (a) provide sufficient information and details to enable the Contract Administrator to determine the acceptability of the material, equipment, method or product as either an approved equal or alternative,
 - (b) identify any and all changes required in the applicable Work, and all changes to any other Work, which would become necessary to accommodate the substitute;
 - (c) identify any anticipated cost or time savings that may be associated with the substitute;
 - (d) certify that, in the case of a request for approval as an approved equal, the substitute will fully perform the functions called for by the general design, be of equal or superior substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the Contract;
 - (e) certify that, in the case of a request for approval as an approved alternative, the substitute will adequately perform the functions called for by the general design, be similar in substance to that specified, is suited to the same use and capable of performing the same function as that specified and can be incorporated into the Work, strictly in accordance with the Contract.
- B6.5 The Contract Administrator, after assessing the request for approval of a substitute, may in his sole discretion grant approval for the use of a substitute as an "approved equal" or as an "approved alternative", or may refuse to grant approval of the substitute.
- B6.6 The Contract Administrator will provide a response in writing, at least two (2) Business Days prior to the Submission Deadline, only to the Bidder who requested approval of the substitute.

- B6.6.1 The Bidder requesting and obtaining the approval of a substitute shall be entirely responsible for disseminating information regarding the approval to any person or persons he wishes to inform.
- B6.7 If the Contract Administrator approves a substitute as an “approved equal”, any Bidder may use the approved equal in place of the specified item.
- B6.8 If the Contract Administrator approves a substitute as an “approved alternative”, any Bidder bidding that approved alternative shall base his Total Bid Price upon the specified item but may also indicate an alternative price based upon the approved alternative. Such alternatives will be evaluated in accordance with B15.
- B6.9 No later claim by the Contractor for an addition to the price(s) because of any other changes in the Work necessitated by the use of an approved equal or an approved alternative will be considered.
- B6.10 Notwithstanding B6.1 to B6.9, deviations in the Form O: System Product Specifications shall be evaluated in accordance with B15.

B7. BID SUBMISSION

- B7.1 The Bid Submission consists of the following components:
- (a) Form A: Bid;
 - (b) Form B: Prices; and
 - (c) Form O: System Product Specifications in accordance with B10.
- B7.2 All components of the Bid Submission shall be fully completed or provided, and submitted by the Bidder no later than the Submission Deadline, with all required entries made clearly and completely in ink, to constitute a responsive Bid.
- B7.3 The Bid Submission may be submitted by mail, courier or personal delivery, or by facsimile transmission.
- B7.4 If the Bid Submission is submitted by mail, courier or personal delivery, it shall be enclosed and sealed in an envelope clearly marked with the Bid Opportunity number and the Bidder's name and address, and shall be submitted to:
- The City of Winnipeg
Corporate Finance Department
Materials Management Branch
185 King Street, Main Floor
Winnipeg MB R3B 1J1
- B7.4.1 Samples or other components of the Bid Submission which cannot reasonably be enclosed in the envelope may be packaged separately, but shall be clearly marked with the Bid Opportunity number, the Bidder's name and address, and an indication that the contents are part of the Bidder's Bid Submission.
- B7.5 If the Bid Submission is submitted by facsimile transmission, it shall be submitted to (204) 949-1178
- B7.5.1 The Bidder is advised that the City cannot take responsibility for the availability of the facsimile machine at any time.
- B7.6 Bid Submissions submitted by internet electronic mail (e-mail) will not be accepted.

B8. BID

- B8.1 The Bidder shall complete Form A: Bid, making all required entries.
- B8.2 Paragraph 2 of Form A: Bid shall be completed in accordance with the following requirements:
- (a) if the Bidder is a sole proprietor carrying on business in his own name, his name shall be inserted;
 - (b) if the Bidder is a partnership, the full name of the partnership shall be inserted;
 - (c) if the Bidder is a corporation, the full name of the corporation shall be inserted;
 - (d) if the Bidder is carrying on business under a name other than his own, the business name and the name of every partner or corporation who is the owner of such business name shall be inserted.
- B8.2.2 If a Bid is submitted jointly by two or more persons, each and all such persons shall identify themselves in accordance with B8.2.
- B8.3 In Paragraph 3 of Form A: Bid, the Bidder shall identify a contact person who is authorized to represent the Bidder for purposes of the Bid.
- B8.4 Paragraph 10 of Form A: Bid shall be signed in accordance with the following requirements:
- (a) if the Bidder is a sole proprietor carrying on business in his own name, it shall be signed by the Bidder;
 - (b) if the Bidder is a partnership, it shall be signed by the partner or partners who have authority to sign for the partnership;
 - (c) if the Bidder is a corporation, it shall be signed by its duly authorized officer or officers;
 - (d) if the Bidder is carrying on business under a name other than his own, it shall be signed by the registered owner of the business name, or by the registered owner's authorized officials if the owner is a partnership or a corporation.
- B8.4.2 The name and official capacity of all individuals signing Form A: Bid shall be printed below such signatures.
- B8.4.3 All signatures shall be original.
- B8.5 If a Bid is submitted jointly by two or more persons, the word "Bidder" shall mean each and all such persons, and the undertakings, covenants and obligations of such joint Bidders in the Bid Submission and the Contract, when awarded, shall be both joint and several.

B9. PRICES

- B9.1 The Bidder shall state a price in Canadian funds for each item of the Work identified on Form B: Prices.
- B9.1.1 Prices on Form B: Prices shall include:
- (a) duty;
 - (b) freight and cartage;
 - (c) Provincial and Federal taxes [except the Goods and Services Tax (GST) and Manitoba Retail Sales Tax (MRST, also known as PST), which shall be extra where applicable] and all charges governmental or otherwise paid;
 - (d) profit and all compensation which shall be due to the Contractor for the Work and all risks and contingencies connected therewith.

- B9.2 The quantities listed on Form B: Prices are to be considered approximate only. The City will use said quantities for the purpose of comparing Bids.
- B9.3 The quantities for which payment will be made to the Contractor are to be determined by the Work actually performed and completed by the Contractor, to be measured as specified in the applicable Specifications.
- B9.4 Further to D2.1, the City reserves the right to order additional pieces of each item, within 120 calendar days from Total Performance, at the price Bid on Form B.

B10. FORM O: SYSTEM PRODUCT SPECIFICATIONS – BIDDING INSTRUCTIONS

- B10.1 The Bidder shall complete Form O: System Product Specifications, making all required entries;
- (a) Fill in manufacturer part number(s) where applicable;
 - (b) Request for an “alternative” or “equal” will be considered and shall be in accordance with B6, and shall be subject to B15.
 - (i) where an application for an approved equal or on approved alternative is requested, the submission shall be accompanied by the manufacturer’s **published** specifications.
 - (c) Deviations shall be clearly stated and fully described.

B11. QUALIFICATION

- B11.1 The Bidder shall:
- (a) undertake to be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Bidder does not carry on business in Manitoba, in the jurisdiction where the Bidder does carry on business;
 - (b) be responsible and not be suspended, debarred or in default of any obligation to the City;
 - (c) be financially capable of carrying out the terms of the Contract;
 - (d) have all the necessary experience, capital, organization, and equipment to perform the Work in strict accordance with the terms and provisions of the Contract;
 - (e) have successfully carried out work, similar in nature, scope and value to the Work;
 - (f) employ only Subcontractors who:
 - (ii) are responsible and not suspended, debarred or in default of any obligation to the City (a list of suspended or debarred individuals and companies is available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>); and
 - (iii) have successfully carried out work similar in nature, scope and value to the portion of the Work proposed to be subcontracted to them, and are fully capable of performing the Work required to be done in accordance with the terms of the Contract;
 - (g) have a written workplace safety and health program in accordance with The Workplace Safety and Health Act (Manitoba);
- B11.2 The Bidder shall be prepared to submit, within three (3) Business Days of a request by the Contract Administrator, proof satisfactory to the Contract Administrator of the qualifications of the Bidder, of the Goods, and of any proposed Subcontractor.

B11.3 The Bidder shall provide, on the request of the Contract Administrator, full access to any of the Bidder's equipment and facilities to confirm, to the Contract Administrator's satisfaction, that the Bidder's equipment and facilities are adequate to perform the Work.

B12. OPENING OF BIDS AND RELEASE OF INFORMATION

B12.1 Bid Submissions will not be opened publicly.

B12.2 Within two (2) Business Days following the Submission Deadline, the names of the Bidders and their Total Bid Prices (unevaluated, and pending review and verification of conformance with requirements) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

B12.3 After award of Contract, the name(s) of the successful Bidder(s) and the Contract Amount(s) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

B12.4 The Bidder is advised that any information contained in any Bid Submission may be released if required by City policy or procedures, by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law.

B13. IRREVOCABLE BID

B13.1 The Bid(s) submitted by the Bidder shall be irrevocable for the time period specified in Paragraph 9 of Form A: Bid.

B13.2 The acceptance by the City of any Bid shall not release the Bids of the next two lowest evaluated responsive Bidders and these Bidders shall be bound by their Bids on such Work for the time period specified in Paragraph 9 of Form A: Bid.

B14. WITHDRAWAL OF BIDS

B14.1 A Bidder may withdraw his Bid without penalty by giving written notice to the Manager of Materials at any time prior to the Submission Deadline.

B14.1.1 Notwithstanding GC.7.05(2), the time and date of receipt of any notice withdrawing a Bid shall be the time and date of receipt as determined by the Manager of Materials.

B14.1.2 The City will assume that any one of the contact persons named in Paragraph 3 of Form A: Bid or the Bidder's authorized representatives named in Paragraph 10 of Form A: Bid, and only such person, has authority to give notice of withdrawal.

B14.1.3 If a Bidder gives notice of withdrawal prior to the Submission Deadline, the Manager of Materials shall:

- (a) retain the Bid Submission until after the Submission Deadline has elapsed;
- (b) open the Bid Submission to identify the contact person named in Paragraph 3 of Form A: Bid and the Bidder's authorized representatives named in Paragraph 10 of Form A: Bid; and
- (c) if the notice has been given by any one of the persons specified in B14.1.3(b), declare the Bid withdrawn.

B14.2 A Bidder who withdraws his Bid after the Submission Deadline but before his Bid has been released or has lapsed as provided for in B13.2 shall be liable for such damages as are imposed upon the Bidder by law and subject to such sanctions as the Chief Administrative

Officer considers appropriate in the circumstances. The City, in such event, shall be entitled to all rights and remedies available to it at law.

B15. EVALUATION OF BIDS

B15.1 Award of the Contract shall be based on the following bid evaluation criteria:

- (a) compliance by the Bidder with the requirements of the Bid Opportunity and degree of compliance with specifications or acceptable deviation therefrom (pass/fail);
- (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B11 (pass/fail);
- (c) Total Bid Price;
- (d) economic analysis of any approved alternative pursuant to B6.

B15.2 Further to B15.1(a) , the Award Authority may reject a Bid as being non-responsive if the Bid Submission is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. The Award Authority may reject all or any part of any Bid, or waive technical requirements if the interests of the City so require.

B15.3 Further to B15.1(b), the Award Authority shall reject any Bid submitted by a Bidder who does not demonstrate, in his Bid Submission or in other information required to be submitted, that he is responsible and qualified.

B15.4 Further to B15.1(c), the Total Bid Price shall be the sum of the quantities multiplied by the unit prices for each item shown on Form B: Prices.

B15.4.1 If there is any discrepancy between the Total Bid Price written in figures, the Total Bid Price written in words and the sum of the quantities multiplied by the unit prices for each item, the sum of the quantities multiplied by the unit prices for each item shall take precedence.

B15.5 This Contract will be awarded as a whole.

B16. AWARD OF CONTRACT

B16.1 The City will give notice of the award of the Contract or will give notice that no award will be made.

B16.2 The City will have no obligation to award a Contract to a Bidder, even though one or all of the Bidders are determined to be responsible and qualified, and the Bids are determined to be responsive.

B16.2.1 Without limiting the generality of B16.2, the City will have no obligation to award a Contract where:

- (a) the prices exceed the available City funds for the Work;
- (b) the prices are materially in excess of the prices received for similar work in the past;
- (c) the prices are materially in excess of the City's cost to perform the Work, or a significant portion thereof, with its own forces;
- (d) only one Bid is received; or
- (e) in the judgment of the Award Authority, the interests of the City would best be served by not awarding a Contract.

B16.3 Where an award of Contract is made by the City, the award shall be made to the responsible and qualified Bidder submitting the lowest evaluated responsive Bid.

- B16.4 Notwithstanding GC.3.01 and GC.3.02, the City will issue a Purchase Order to the successful Bidder in lieu of the execution of a Contract.
- B16.5 The Contract Documents, as defined in GC.1.01(7), in their entirety shall be deemed to be incorporated in and to form a part of the Purchase Order notwithstanding that they are not necessarily attached to or accompany said Purchase Order.

PART C - GENERAL CONDITIONS

C1. GENERAL CONDITIONS

C1.1 The General Conditions for the Supply and Delivery of Goods (Form 21: 88 03) are applicable to the Work of the Contract.

C1.1.1 The General Conditions for the Supply and Delivery of Goods are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Branch internet site at <http://www.winnipeg.ca/matmgt>.

PART D - SUPPLEMENTAL CONDITIONS

GENERAL

D1. GENERAL CONDITIONS

- D1.1 In addition to the General Conditions for the Supply and Delivery of Goods, these Supplemental Conditions are applicable to the Work of the Contract.
- D1.2 The General Conditions are amended by striking out "The City of Winnipeg Act" wherever it appears in the General Conditions and substituting "The City of Winnipeg Charter".
- D1.3 The General Conditions are amended by striking out "Board of Commissioners" or "Commissioner" wherever it appears in the General Conditions and substituting the "Chief Administrative Officer".
- D1.4 The General Conditions are amended by striking out "Tender Package" wherever it appears in the General Conditions and substituting "Bid Opportunity".
- D1.5 The General Conditions are amended by striking out "Tender Submission" wherever it appears in the General Conditions and substituting "Bid Submission".
- D1.6 The General Conditions are amended by striking out "Bidding Instructions" wherever it appears in the General Conditions and substituting "Bidding Procedures".

D2. SCOPE OF WORK

- D2.1 The Work to be done under the Contract shall consist of supply and installation of new office furnishings for offices located at 1155 and 1199 Pacific Avenue
- D2.2 The Contractor shall restrict Installation to weekends and evenings.
- (a) The Contractor shall coordinate delivery and installation with the Contract Administrator, and in accordance with the requirements of E4.

D3. DEFINITIONS

- D3.1 When used in this Bid Opportunity:
- (a) "Business Day" means any Calendar Day, other than a Saturday, Sunday, or a Statutory or Civic Holiday;
- (b) "Submission Deadline" and "Time and Date Set for the Final Receipt of Bids" mean the time and date set out in the Bidding Procedures for final receipt of Bids;

D4. CONTRACT ADMINISTRATOR

- D4.1 The Contract Administrator is:
- Mary Anne Rudy
Senior Accommodations Planner
3rd Floor – 65 Garry Street
- Telephone No. (204) 986-2560
Facsimile No. (204) 947-2284

D5. NOTICES

- D5.1 GC.7.05 is hereby amended to delete reference to "registered mail" and to replace same with "ordinary mail".
- D5.2 GC.7.05 is further amended hereby to include delivery by facsimile transmission (fax) as an acceptable means of delivering notices, consents, approvals, statements, authorizations, documents or other communications required or permitted to be given under this Contract. Deliveries by fax will be deemed to have been received on the day of delivery, if a business day, or if not a business day, on the business day next following the day of delivery.
- D5.3 Further to GC.7.05, all notices, consents, approvals, statements, authorizations, documents or other communications to the City, except as expressly otherwise required in D5.4, D5.5 or elsewhere in the Contract, shall be sent to the attention of the Contract Administrator at the address or facsimile number identified in D4.1.
- D5.4 All notices of appeal to the Chief Administrative Officer shall be sent to the following address or facsimile number:
The City of Winnipeg
Chief Administrative Officer Secretariat
Administration Building, 3rd Floor
510 Main Street
Winnipeg MB R3B 1B9
Facsimile No.: (204) 949-1174
- D5.5 All notices, requests, nominations, proposals, consents, approvals, statements, authorizations, documents or other communications required to be submitted or returned to the City Solicitor shall be sent to the following address or facsimile number:
The City of Winnipeg
Corporate Services Department
Legal Services Division
185 King Street, 3rd Floor
Winnipeg MB R3B 1J1
Facsimile No.: (204) 947-9155

SUBMISSIONS

D6. AUTHORITY TO CARRY ON BUSINESS

- D6.1 The Contractor shall be in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba, or if the Contractor does not carry on business in Manitoba, in the jurisdiction where the Contractor does carry on business, throughout the term of the Contract, and shall provide the Contract Administrator with evidence thereof upon request.

D7. WORKERS COMPENSATION

- D7.1 The Contractor shall be registered with the Workers Compensation Board of Manitoba, shall provide and maintain Workers Compensation coverage throughout the term of the Contract, and shall provide the Contract Administrator with evidence thereof upon request.

D8. INSURANCE

- D8.1 The Contractor shall provide and maintain the following insurance coverage:
- (a) commercial general liability insurance, in the amount of at least two million dollars (\$2,000,000.00) all inclusive, with The City of Winnipeg being added as an additional insured, with a cross-liability clause, such liability policy to also contain a contractual liability, an unlicensed motor vehicle liability and a products and completed operations endorsement to remain in place at all times during the performance of the Work and throughout the warranty period;
 - (b) automobile liability insurance for owned and non-owned automobiles used for or in connection with the Work in the amount of at least two million dollars (\$2,000,000.00) at all times during the performance of the Work and until the date of Total Performance.
 - (c) Deductibles shall be borne by the Contractor.
 - (d) The Contractor shall provide the Contract Administrator with a certificate of insurance of each policy at least two (2) Business Days prior to the commencement of any Work on the Site but in no event later than seven (7) Calendar Days from notification of the award of Contract.
 - (e) The Contractor shall not cancel, materially alter, or cause each policy to lapse without providing at least fifteen (15) Calendar Days prior written notice to the Contract Administrator.

SCHEDULE OF WORK

D9. COMMENCEMENT

- D9.1 The Contractor shall not commence any Work until he is in receipt of a Purchase Order authorizing the commencement of the Work.
- D9.2 The Contractor shall not commence any Work on the Site until:
- (a) the Contract Administrator has confirmed receipt and approval of:
 - (i) evidence that the Contractor is in good standing under The Corporations Act (Manitoba), or properly registered under The Business Names Registration Act (Manitoba), or otherwise properly registered, licensed or permitted by law to carry on business in Manitoba;
- D9.3 The City intends to award the Contract by May 26, 2006.

D10. TOTAL PERFORMANCE

- D10.1 The Contractor shall achieve Total Performance by August 21, 2006.
- D10.2 When the Contractor or the Contract Administrator considers the Work to be totally performed, the Contractor shall arrange, attend and assist in the inspection of the Work with the Contract Administrator for purposes of verifying Total Performance. Any defects or deficiencies in the Work noted during that inspection shall be remedied by the Contractor at the earliest possible instance and the Contract Administrator notified so that the Work can be reinspected.
- D10.3 The date on which the Work has been certified by the Contract Administrator as being totally performed to the requirements of the Contract through the issue of a certificate of Total Performance is the date on which Total Performance has been achieved.

MEASUREMENT AND PAYMENT

D11. INVOICES

D11.1 Further to GC.9.01 and notwithstanding GC.9.03, the Contractor shall submit an invoice for each order delivered and installed

(a) Further to D5.3, invoices shall be submitted by Division. The related Division invoice shall be forwarded to the Contact Person listed below:

(i) Engineering Division
Mr. Tony Chuback
Engineering Information & Technology Supervisor
Public Works Department
Engineering Division
1155 Pacific Avenue, Unit 106
R3E 3P1

(ii) Finance and Administration Division
Ms. Diane Banash
Parks Strategic Initiatives and Employee Development Coordinator
Public Works Department
Parks and Open Space Division
R3P 2N9

(iii) Parks and Open Space Division
Mr. Darcy Stewart
Manager of Finance and Administration
Public Works Department
Finance and Administration Division
1155 Pacific Avenue, Unit 102
R3E 3P1

D11.2 Invoices must clearly indicate, as a minimum:

- (a) the City's order number;
- (b) date of delivery;
- (c) delivery address;
- (d) type and quantity of goods delivered;
- (e) the amount payable with GST and MRST shown as separate amounts; and
- (f) the Contractor's GST registration number.

D11.3 The City will bear no responsibility for delays in approval of invoices which are improperly submitted.

WARRANTY

D12. WARRANTY

D12.1 Notwithstanding GC.10.01, the warranty period shall begin on the date of Total Performance and shall expire five (5) years thereafter unless extended.

D12.2 Notwithstanding GC.10.01, GC.10.02, if any law of Manitoba or of the jurisdiction in which the Work was manufactured requires, or if the manufacturer provides, a longer warranty period or a

warranty which is more extensive in its nature, then the provisions of such law or manufacturer's warranty shall apply.

PART E - SPECIFICATIONS

GENERAL

E1. GENERAL

- E1.1 These Specifications shall apply to the Work.
- E1.2 Requests for substitutes **shall be** submitted with the Bid Submission, in accordance with B10.
- E1.3 At the request of the Contract Administrator, the Bidder shall make a sample of the proposed "equal" or "alternative" available for viewing and evaluation, in accordance with B11.2.
- E1.4 The following Drawings are applicable to the Work:
- (a) 80-2006 Drawing A2.10
 - (b) 80-2006 Drawing A2.11

E2. GOODS

- E2.1 The Contractor shall be required to restrict installation to **weekends and/or evenings** in order to reduce disruption to the workplace.

E3. PRODUCT SPECIFICATIONS

- E3.1 All products shall be the manufacturer's standard product as offered in the company's most recent price list.
- E3.2 All products shall meet or exceed all applicable ANSI/BIFMA performance standards.
- E3.3 All products and components shall be capable of being installed and reconfigured by a single person, except as limited by physical size and weight.
- E3.4 The furniture system shall have capacity to be configured with commonly available tools. Any special tool(s) required to assemble product shall be provided at no additional cost.
- E3.5 All panel-hung components shall have a feature that prevents accidental dislodgement.
- E3.6 All offered fabrics shall have a Class A fire rating and pass State of California Tech. Bulletin 117, Section E.
- E3.7 The fabric offering shall include 100% recycled fabrics (i.e., Terratex fabrics).
- E3.8 All exposed metal surfaces shall have baked-on paint or powder-coating.
- (a) A minimum of eleven system trim colors shall be offered.
- E3.9 A minimum of 17 fabric styles, in a minimum of seven colors each, shall be offered.
- E3.10 A minimum of three laminate styles shall be offered: 1) solid, 2) woodgrain, and 3) patterned. A minimum of three colors, in each style, shall be offered.
- E3.11 All products shall have a limited lifetime warranty covering materials and workmanship.
- (a) All textiles shall have a minimum 5-year warranty covering materials and workmanship.

- (b) All electrical components shall have a minimum 12-year warranty covering materials and workmanship.

E3.12 All required product testing shall be performed to the most recent test standards, applicable at time of proposal submittal.

E3.13 All lockable units shall be equipped with core-replaceable locks, which utilize a common key.

- (a) A minimum of 125 key numbers shall be available.
- (b) A master key shall be offered to function with all lockable units.

Section #1 Knoll Reff.

E3.14 Worksurfaces

- (a) All components shall be NON Handed.
- (b) Worksurfaces shall be available in 20", 24", 30", and 36" deep options
- (c) Worksurfaces shall be available in 13 widths from 24" to 96"
- (d) The underside of the worksurface to be pre-drilled with threaded, metal inserts for metal-to-metal connection for cantilevers and under worksurface storage units.
- (e) Worksurfaces shall be pre-drilled for panel mount hardware and /or freestanding hardware
- (f) Worksurface thickness to be 1 1/4".
- (g) Grommets will be a standard worksurface in plated finishes.
- (h) All support hardware to be ordered separately.
- (i) Worksurfaces shall be finished in wood veneer. Laminate worksurfaces with a wood edge will have wood finished on all four sides.
- (j) Worksurfaces must be finished and sealed on all six sides.
- (k) 1 1/4" worksurfaces must have a 2.8mm edge on all four sides.
- (l) 3 Ply, 1 1/4" thick worksurfaces construction is to be 45lbs.density, furniture grade particleboard. Veneer surface with gator ply backer sheet applied to the underside. Laminate worksurfaces require a 20lbs. paper backer sheet to the underside of the worksurface.
- (m) The veneer thickness of veneer will be no less than .032"
- (n) Veneer must be flat cut and booked matched on all door fronts, drawer fronts, worksurfaces, cabinet backs and sides, end panels and modesty panels. Veneer is slipped matched on all interiors of cabinets.
- (o) All veneer surfaces require a durable polyur finished.

E3.15 End Panels and Modesty Panels

- (a) All end panels and flush modesty panels require a black leveler glides with 1 1/2" of height adjustment.
- (b) Particle board construction 45 lbs./CF construction covered on veneer or laminate on all six sides.
- (c) Veneer parts will be stained with a polyur finish on all six sides.
- (d) All end panels and modesty panels will come with support hardware to attach to worksurfaces in a freestanding application.
- (e) End panels shall be non-handed.

E3.16 Pedestals and Cabinets

- (a) Drawer pedestals must be available as a freestanding or mobile unit.
- (b) Cabinets must be finished with veneer on all sides available in three heights - 49", 64" and 72" high, three widths- 16", 30" and 36" wide and three depths-20", 24" and 30" wide. Styles available for wardrobe cabinets, hinged doors open shelves file drawers and audiovisual types available. Veneer cabinets must be stained and a polyur shall be applied on all six sides.
- (c) Pedestal depth must be 19", 23", or 29" deep.
- (d) All drawers must have an option of wood dovetailed, five sided drawers or optional metal interior drawers on pedestals and cabinets.
- (e) Wood drawer interior construction is no less than a 4-sided 5 ply wood box, oak veneered and finished inside and out. All corners are dovetailed for superior fit.
- (f) All file drawers will be equipped for letter or legal filing.
- (g) Box drawers have 3/4 suspension and ball bearing slides.
- (h) Full extension steel, ball bearing slides are provided which will accept a filing load more than 125lbs.
- (i) Metal drawer interior will include one pencil tray.
- (j) Metal drawer interior constructed should be no less than 22-gauge CRCQ steel painted black.
- (k) The metal drawer interior of lateral file construction should be no less than 20-gauge CRCQ steel painted black.
- (l) Hinged door pedestals use concealed spring-loaded 125lbs. adjustable pot hinges.
- (m) Each hinged door must be complete with one adjustable shelf. If shelf is centered the clearance is 11" for the top and bottom shelf.
- (n) Freestanding pedestals must be equipped with four leveler glides constructed of galvanized steel. To allow up to 1 1/2" of height adjustment. Levelers are accessible from the inside of the pedestal.
- (o) Mobile pedestals must contain five casters as an anti-tip device.
- (p) Lateral files require an anti-tip mechanism.
- (q) All pedestals are available with finished backs.
- (r) All pedestals may replace end panels in a freestanding application.
- (s) Pedestals shall be non handed.
- (t) Shelves in pedestals are 1 1/16" thick and are to be finished on all six sides.
- (u) Drawer and drawer fronts are no less than 15/16" thick.
- (v) 16" wide box and file drawers have an interior drawer width of no less than 12".
 - (i) 30" wide file drawers have an interior drawer width of no less than 26"
 - (ii) 36" wide file drawers have an interior drawer width of no less than 32"
 - (iii) 19" deep pedestals have an interior drawer depth of no less than 16"
 - (iv) 23" deep pedestals have an interior drawer depth of no less than 20"
 - (v) 29" deep pedestals have an interior drawer depth of no less than 26"

Section #1 En.Pw-27 Part Numbers And Quantities Knoll Ref

E3.17

1 RMBA8436R Bow Shaped Top, recessed grommet, 84Wx36Dx1-1/4H
 1 TOP: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)
 PT GROM: Brushed Pewter

E3.18

1 REBH30 Bulkhead (false pedestal) 16Wx30Dx26-1/2H
 1 SURF: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)

E3.19

1 RB52MR Short Modesty Panel, 52Wx1Dx26-1/2H
 1 SURF: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)

E3.20

1 RSA483F Worksurface, Rectangular, 48Wx30Dx1-1/4H, flush grommet
 1 TOP: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)
 PT GROM: Brushed Pewter

E3.21

1 RSA961F Worksurface, Rectangular, 96Wx20Dx1-1/4H, flush grommet
 1 TOP: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)
 PT GROM: Brushed Pewter

E3.22

1 RST1 T-Base, 20Wx26-1/2Hx12D
 1 SURF: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)

E3.23

1 RP231K Pedestal, File/File, 30Wx19Dx26-1/2H
 1 SURF: Veneer (V1)
 (NEW) Ultra Clear Polyur veneer
 Y319 VEN: Cherry (V1-closed)
 M INT: Metal
 C OPT: Nickel C-Pull
 L OPT: Lock Hole Drilled
 (KEYALIKE) LOCK: Keyed Alike
 ~ Spec lock core & key separate

E3.24

1 RP231L Pedestal with Hinged Door, 30Wx19Dx26-1/2H
1 SURF: Veneer (V1)
(NEW) Ultra Clear Polyur veneer
Y319 VEN: Cherry (V1-closed)
M INT: Metal
C OPT: Nickel C-Pull
L OPT: Lock Hole Drilled
(KEYALIKE) LOCK: Keyed Alike
~ Spec lock core & key separate

E3.25

1 RPB213J Pedestal, Box/Box/File, 16Wx30Dx26-1/2H, with Wood Back
1 SURF: Veneer (V1)
(NEW) Ultra Clear Polyur veneer
Y319 VEN: Cherry (V1-closed)
M INT: Metal
C OPT: Nickel C-Pull
L OPT: Lock Hole Drilled
(KEYALIKE) LOCK: Keyed Alike
~ Spec lock core & key separate

E3.26

1 RC662ER Cabinet with Full Height Doors, 36Wx20Dx64H, Right
1 SURF: Veneer (V1)
(NEW) Ultra Clear Polyur veneer
Y319 VEN: Cherry (V1-closed)
M INT: Metal
C OPT: Nickel C-Pull
L OPT: Lock Hole Drilled
(KEYALIKE) LOCK: Keyed Alike
~ Spec lock core & key separate

E3.27

1 RCACR36 Cabinet Coat Rod, 36" Cabinet

E3.28

1 RC662F Cabinet with 4 Files, Doors, 36Wx20Dx64H
1 SURF: Veneer (V1)
(NEW) Ultra Clear Polyur veneer
Y319 VEN: Cherry (V1-closed)
M INT: Metal
C OPT: Nickel C-Pull
L OPT: 2 Lock Holes Drilled
(KEYALIKE) LOCK: Keyed Alike
~ Spec (2)lock core&key separate

E3.29

1 RC662B Cabinet with 3 Adjustable Shelves, 36Wx20Dx64H
1 SURF: Veneer (V1)
(NEW) Ultra Clear Polyur veneer
Y319 VEN: Cherry (V1-closed)
W INT: Wood

E3.30

1 KSPEC6 Set of 6 cores/keys

Section #2 Private Offices Part Numbers And Quantities Hon Consensus

E3.31

16 AWCDPC-4224 42WX24D Corner Dual Surface
.GK 7-11/16" from either corner Edge
P Plastic Grommet
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P05 CLR: Warm Beige

E3.32

1 8303024M 30WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.33

9 8362430M 36WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.34

6 8363024M 36WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.35

5 8542430M 54WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.36

3 8543024M 54WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.37

2 8662430M 66WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.38

6 8663024M 66WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.39

1 832454M PVC Edge Worksurface 24D 54W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.40

2 832460M PVC Edge Worksurface 24D 60W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.41

11 832466M PVC Edge Worksurface 24D 66W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.42

2 832472M PVC Edge Worksurface 24D 72W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.43

32 801550 Permanent-Wall Hanger Kit (One pair, 65H each)
.P01 CLR: Driftwood

E3.44

8 CCWD29L Corner w/Desk Panel Attachment Kit 29-1/2H-LH
.P01 CLR: Driftwood

E3.45

5 CCWD29R Corner w/Desk Panel Attachment Kit 29-1/2H-RH
.P01 CLR: Driftwood

E3.46

16 831124 Flat Bracket 20D,24D

E3.47

8 CDG Pair of End Panel Gussets
.P01 CLR: Driftwood

E3.48

6 CEP1129F Freestanding End-Panel Support 11DX29-1/2H
.P01 CLR: Driftwood

E3.49

12 CEP2429F Freestanding End-Panel Support 24DX29-1/2H
.P01 CLR: Driftwood

E3.50

17 CEP3029F Freestanding End-Panel Support 30DX29-1/2H
.P01 CLR: Driftwood

E3.51		
18	CSL2429F .P01	Freestanding Support Legs 24Dx29-1/2H CLR: Driftwood
E3.52		
1	CEP2429P .P01	Panel-Mount End-Panel Support 24DX29-1/2H CLR: Driftwood
E3.53		
8	CEP3029P .P01	Panel-Mounted End-Panel Support 30DX29-1/2H CLR: Driftwood
E3.54		
14	CSL2429P .P01	Panel-Mount Support Legs 24Dx29-1/2H CLR: Driftwood
E3.55		
5	CSL3029P .P01	Panel-Mount Support Legs 30D 29-1/2H CLR: Driftwood
E3.56		
1	CS309 .P01	Modesty Panel 30W 29-1/2H CLR: Driftwood
E3.57		
17	CS369 .P01	Modesty Panel 36W 29-1/2H CLR: Driftwood
E3.58		
14	CS429 .P01	Modesty Panel 42W 29-1/2H CLR: Driftwood
E3.59		
1	CS544 .P01	Half Height Modesty Panel 54W x 14H CLR: Driftwood
E3.60		
1	CS664 .P01	Half Height Modesty Panel 66W x 14H CLR: Driftwood
E3.61		
1	CE42FNN .P01 .OMT	Ess OH Stg Cab 42W/Flat Pntd Dr/Non-Assist/No Pull CLR: Driftwood omt Core to Ord key Alike
E3.62		
23	CE48FNN .P01 .OMT	Ess OH Stg Cab 48W/Flat Pntd Dr/Non-Assist/No Pull CLR: Driftwood omt Core to Ord key Alike
E3.63		
8	CE60FNN .P01 .OMT	Ess OH Stg Cab 60W/Flat Pntd Dr/Non-Assist/No Pull CLR: Driftwood omt Core To Ord key Alike

E3.64

8 870942 Tasklight for 42/48W
.X CLR: No Color Choice

E3.65

8 870960 Tasklight for 60W
.X CLR: No Color Choice

E3.66

1 861842 Tackboard 42W 18H
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation

E3.67

23 861848 Tackboard 48W 18H
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation

E3.68

8 861860 Tackboard 60W 18H
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation

E3.69

16 PM125-203I Essentials Mobile Ped PBF 24-7/8H 19-7/8D I Pull
\$(CORE) Core Clr Opts
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.70

4 CF530NI Persona Combo File 5H 64-3/4H 30W 18D Open Shelves I Pull
\$(COREP3) Core Clr Opts
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.71

6 CF536NI Persona Combo File 5H 64-3/4H 36W 18D Open Shelves I Pull
\$(COREP3) Core Clr Opts
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.72

6 CF542NI Persona Combo File 5H 64-3/4H 42W 18D Open Shelves I Pull
\$(COREP3) Core Clr Opts
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.73

9 ST25823RN End Twr w/Bookcs,FF,Rght-Bkcs,Lft--Wrdrobe/N Pull
.P01 CLR: Driftwood

E3.74

7 ST25823LN End Twr w/Bookcs,FF,Lft-Bkcs,Rght-Wrdrobe/N Pulls
.P01 CLR: Driftwood

E3.75

104 LKF23C Lock Core Replacement Kit
KEYALIKE

Section #3 en.-pw workstations hon consensys

E3.76

6 894330P Acoustical Panel 43H x 30W Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.77

21 896924P Acoustical Panel 69H x 24W Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.78

78 896930P Acoustical Panel 69H x 30W Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.79

55 896936P Acoustical Panel 69H x 36W Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.80

62 896942P Acoustical Panel 69H x 42W Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.81

20 896948P Acoustical Panel 69H x 48W Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.82

2 801043P Straight Connector Kit 43H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.83

120	801069P	Straight Connector Kit 69H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.84

2	801143P	EII Connector Kit 43H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.85

38	801169P	EII Connector Kit 69H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.86

21	801269P	Tee Connector Kit 69H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.87

6	801369P	Cross Connector Kit 69H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.88

2	801443P	Panel End Cover-Fabric 43H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.89

60	801469P	Panel End Cover-Fabric 69H Low Profile Painted
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.90

2	CVH26PF	Variable Hgt 26H Low Profile Fabric
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation
	.P01	CLR: Driftwood

E3.91

12 801569P Panel Mount to Wall Kit 69H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.92

24 801550 Permanent-Wall Hanger Kit (One pair, 65H each)
.P01 CLR: Driftwood

E3.93

38 AWCDC-4224 42WX24D Corner Dual Surface
.GK 7-11/16" from either crner Edg
P Plastic Grommet
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P01 CLR: Driftwood

E3.94

17 8302430M 30WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.95

19 8303024M 30WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.96

2 8602430M 60WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.97

2 8603024M 60WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.98

2 8662430M 66WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.99

1 8663024M 66WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.100

17 8722430M 72WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.101

16 8723024M 72WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.102

19 8782430M 78WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.103

17 8783024M 78WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.104

1 832460M PVC Edge Worksurface 24D 60W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.105

3 832466M PVC Edge Worksurface 24D 66W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.106

33 832472M PVC Edge Worksurface 24D 72W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.107

1 833024M PVC Edge Worksurface 30D 24W
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.108

87 831099 Worksurface Bracket Kit (Pair)
.P01 TRIM: Driftwood

61 T624CB Cantilever Bracket 24D & 30D
.P01 CLR: Driftwood

E3.109		
26	831124	Flat Bracket 20D,24D
E3.110		
1	CBK29 .P01	Bridge Kit 29-1/2H CLR: Driftwood
E3.111		
1	CCWD29L .P01	Corner w/Desk Panel Attachment Kit 29-1/2H-LH CLR: Driftwood
E3.112		
2	CCWD29R .P01	Corner w/Desk Panel Attachment Kit 29-1/2H-RH CLR: Driftwood
E3.113		
1	CDPA29L .P01	Desk-To-Panel Attachment Kit 29-1/2H-LH CLR: Driftwood
E3.114		
8	CEP2429F .P01	Freestanding End-Panel Support 24DX29-1/2H CLR: Driftwood
E3.115		
3	CEP3029F .P01	Freestanding End-Panel Support 30DX29-1/2H CLR: Driftwood
E3.116		
3	CSL2429F .P01	Freestanding Support Legs 24Dx29-1/2H CLR: Driftwood
E3.117		
2	CEP2429P .P01	Panel-Mount End-Panel Support 24DX29-1/2H CLR: Driftwood
E3.118		
12	CEP3029P .P01	Panel-Mounted End-Panel Support 30DX29-1/2H CLR: Driftwood
E3.119		
12	CSL2429P .P01	Panel-Mount Support Legs 24Dx29-1/2H CLR: Driftwood
E3.120		
1	CSL3029P .P01	Panel-Mount Support Legs 30D 29-1/2H CLR: Driftwood
E3.121		
9	CRK29 .P01	Return Kit 29-1/2H CLR: Driftwood
E3.122		
3	CS309 .P01	Modesty Panel 30W 29-1/2H CLR: Driftwood
E3.123		
3	CS429 .P01	Modesty Panel 42W 29-1/2H CLR: Driftwood

E3.124

1 CS604 Half Height Modesty Panel 60W x 14H
.P01 CLR: Driftwood

E3.125

3 CS664 Half Height Modesty Panel 66W x 14H
.P01 CLR: Driftwood

E3.126

6 CS724 Half Height Modesty Panel 72W x 14H
.P01 CLR: Driftwood

E3.127

2 851530MRS Countertop 15D X 30W PVC Edge/Routed One End
.D LAM: Natural Maple
.E2 Edg: Warm Beige

E3.128

2 853030M Corner Countertop 15D X30 X 30 PVC Edge
.D LAM: Natural Maple
.E2 Edg: Warm Beige

E3.129

10 851500 Counter Top Brackets 1 Pair Low Profile Painted/
.P01 CLR: Driftwood

E3.130

1 CE24FNN Ess OH Stg Cab 24W/Flat Pntd Dr/Non-Assist/No Pull
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.131

33 CE36FNN Ess OH Stg Cab 36W/Flat Pntd Dr/Non-Assist/No Pull
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.132

68 CE42FNN Ess OH Stg Cab 42W/Flat Pntd Dr/Non-Assist/No Pull
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.133

3 CE48FNN Ess OH Stg Cab 48W/Flat Pntd Dr/Non-Assist/No Pull
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.134

5 CE60FNN Ess OH Stg Cab 60W/Flat Pntd Dr/Non-Assist/No Pull
.P01 CLR: Driftwood
.OMT omt Core To Ord key Alike

E3.135

1	861824	Tackboard 24W 18H
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation

E3.136

7	861836	Tackboard 36W 18H
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation

E3.137

16	861842	Tackboard 42W 18H
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation

E3.138

3	861848	Tackboard 48W 18H
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation

E3.139

5	861860	Tackboard 60W 18H
	\$(2)	GRD 2 FAB
	.BL	FAB: Blast
	922	CLR: Constellation

E3.140

1	870924	Tasklight for 24W
	.X	CLR: No Color Choice

E3.141

33	870930	Tasklight for 30/36W
	.X	CLR: No Color Choice

E3.142

33	870942	Tasklight for 42/48W
	.X	CLR: No Color Choice

E3.143

5	870960	Tasklight for 60W
	.X	CLR: No Color Choice

E3.144

36	PM119-232I	Essentials Mobile Ped BF 22H 22-7/8D I Pull
	\$(CORE)	Core Clr Opts
	.P01	CLR: Driftwood
	.OMT	omt Core to Ord key Alike

E3.145

36	ASPT-24SC	Persona Mobile Ped Seat Cushion Top 23-3/8D
	\$(A)	GRD A UPH
	~	Undecided FABRIC Option

E3.146

2 PF197-233I Essentials Support Ped BBF 28H 22-7/8D I Pull
 \$(CORE) Core Clr Opts
 .P01 CLR: Driftwood
 .OMT omt Core to Ord key Alike

E3.147

2 PF198-232I Essentials Support Ped FF 28H 22-7/8D I Pull
 \$(CORE) Core Clr Opts
 .P01 CLR: Driftwood
 .OMT omt Core to Ord key Alike

E3.148

36 ELF836NI Essentials Lateral 2-High 28H 36W I Pull
 .P01 CLR: Driftwood
 .OMT omt Core to Ord key Alike

E3.149

3 ELF336NI Essentials Lateral 3-High 39-1/8H 36W I Pull
 .P01 CLR: Driftwood
 .OMT omt Core to Ord key Alike

E3.150

194 LKF23C Lock Core Replacement Kit
 KEYALIKE

Section #4 En-Pw Task Seating – Knoll Rpm

E3.151

55 8P4-2-A5KH RPM Chair, Advanced Control, High Performance Arms, Black Finish, Hard
 Casters
 ~ UPH: Standard
 (TR) TEX: Tread (A)
 TR3 COL: Cappuccino/Pebble Beige

E3.152

16 8P4-2-A5KH RPM Chair, Advanced Control, High Performance Arms, Black Hard
 Hard Casters
 ~ UPH: Standard
 (TR) TEX: Tread (A)
 TR3 COL: Cappuccino/Pebble Beige

Section #5 En-Pw Guest Seating – Allseating Rainbow

E3.153

19 RA-4L-WA-DC Allseating Rainbow, Double Curved Back, Stacking 4Post Guest Chair
 Grade Two Cornerstone
 #65 Taupe
 Abrasion Resistance 600,000+ Double Rub

E3.154

16 RA-4L-WA-DC Allseating Rainbow, Double Curved Back, Stacking. Four Post Guest Chair
 Gr. 2 Cornerstone
 #65 Taupe
 Abrasion Resistance 600,000+ Double Rub

E3.162

6	8362430M	36WX24DX30D PVC Wave Worksurface
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.163

5	8363024M	36WX30DX24D PVC Wave Worksurface
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.164

1	8542430M	54WX24DX30D PVC Wave Worksurface
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.165

2	8543024M	54WX30DX24D PVC Wave Worksurface
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.166

7	8662430M	66WX24DX30D PVC Wave Worksurface
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.167

5	8663024M	66WX30DX24D PVC Wave Worksurface
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.168

1	832448M	PVC Edge Worksurface 24D 48W
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.169

1	832454M	PVC Edge Worksurface 24D 54W
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.170

13	832460M	PVC Edge Worksurface 24D 60W
	.D	LAM: Natural Maple
	.E2	Edg: Warm Beige
	.P	Plastic Grommet

E3.171		
30	801550 .P01	Permanent-Wall Hanger Kit (One pair, 65H each) CLR: Driftwood
E3.172		
3	CS309 .P01	Modesty Panel 30W 29-1/2H CLR: Driftwood
E3.173		
13	CS369 .P01	Modesty Panel 36W 29-1/2H CLR: Driftwood
E3.174		
13	CS429 .P01	Modesty Panel 42W 29-1/2H CLR: Driftwood
E3.175		
1	CS304 .P01	Half Height Modesty Panel 30W x 14H CLR: Driftwood
E3.176		
1	CS544 .P01	Half Height Modesty Panel 54W x 14H CLR: Driftwood
E3.177		
1	CS664 .P01	Half Height Modesty Panel 66W x 14H CLR: Driftwood
E3.178		
9	CDG .P01	Pair of End Panel Gussets CLR: Driftwood
E3.179		
15	831124	Flat Bracket 20D,24D
E3.180		
3	CEP1129F .P01	Freestanding End-Panel Support 11DX29-1/2H CLR: Driftwood
E3.181		
16	CEP2429F .P01	Freestanding End-Panel Support 24DX29-1/2H CLR: Driftwood
E3.182		
19	CEP3029F .P01	Freestanding End-Panel Support 30DX29-1/2H CLR: Driftwood
E3.183		
18	CSL2429F .P01	Freestanding Support Legs 24Dx29-1/2H CLR: Driftwood
E3.184		
2	CEP2429P .P01	Panel-Mount End-Panel Support 24DX29-1/2H CLR: Driftwood
E3.185		
7	CEP3029P .P01	Panel-Mounted End-Panel Support 30DX29-1/2H CLR: Driftwood

E3.186		
13	CSL2429P .P01	Panel-Mount Support Legs 24Dx29-1/2H CLR: Driftwood
E3.187		
6	CCWD29L .P01	Corner w/Desk Panel Attachment Kit 29-1/2H-LH CLR: Driftwood
E3.188		
7	CCWD29R .P01	Corner w/Desk Panel Attachment Kit 29-1/2H-RH CLR: Driftwood
E3.189		
2	CE30FNN .P01 .OMT	Ess OH Stg Cab 30W/Flat Pntd Dr/Non-Assist/No Pull CLR: Driftwood omt Core to Ord key Alike
E3.190		
15	CE48FNN .P01 .OMT	Ess OH Stg Cab 48W/Flat Pntd Dr/Non-Assist/No Pull CLR: Driftwood omt Core to Ord key Alike
E3.191		
13	CE60FNN .P01 .OMT	Ess OH Stg Cab 60W/Flat Pntd Dr/Non-Assist/No Pull CLR: Driftwood omt Core To Ord key Alike
E3.192		
2	861830 \$(2) .BL 922	Tackboard 30W 18H GRD 2 FAB FAB: Blast CLR: Constellation
E3.193		
15	861848 \$(2) .BL 922	Tackboard 48W 18H GRD 2 FAB FAB: Blast CLR: Constellation
E3.194		
13	861860 \$(2) .BL 922	Tackboard 60W 18H GRD 2 FAB FAB: Blast CLR: Constellation
E3.195		
2	870942 .X	Tasklight for 42/48W CLR: No Color Choice
E3.196		
13	870960 .X	Tasklight for 60W CLR: No Color Choice

E3.197

15	PM125-203I \$(CORE) .P01 .OMT	Essentials Mobile Ped PBF 24-7/8H 19-7/8D I Pull Core Clr Opts CLR: Driftwood omt Core to Ord key Alike
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E3.198

15	CF536NR \$(COREP3) .P01 .OMT	Persona Combo File 5H 64-3/4H 36W 18D Open Shelves R Pull Core Clr Opts CLR: Driftwood omt Core to Ord key Alike
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E3.199

8	ST25823RN .P01	End Twr w/Bookcs,FF,Rght-Bkcs,Lft--Wrdrobe/N Pull CLR: Driftwood
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E3.200

7	ST25823LN .P01	End Twr w/Bookcs,FF,Lft-Bkcs,Rght-Wrdrobe/N Pulls CLR: Driftwood
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E3.201

103	LKF23C	Lock Core Replacement Kit KEYALIKE
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Section #9 Po-Pw Workstations

E3.202

16	896930P \$(2) .BL 922 .P01	Acoustical Panel 69H x 30W Low Profile Painted GRD 2 FAB FAB: Blast CLR: Constellation CLR: Driftwood
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E3.203

8	896936P \$(2) GRD 2 FAB .BL 922 .P01	Acoustical Panel 69H x 36W Low Profile Painted GRD 2 FAB FAB: Blast CLR: Constellation CLR: Driftwood
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E3.204

16	896942P \$(2) .BL 922 .P01	Acoustical Panel 69H x 42W Low Profile Painted GRD 2 FAB FAB: Blast CLR: Constellation CLR: Driftwood
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E3.205

6	896960P \$(2) .BL 922 .P01	Acoustical Panel 69H x 60W Low Profile Painted GRD 2 FAB FAB: Blast CLR: Constellation CLR: Driftwood
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18 801069P Straight Connector Kit 69H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.206

8 801169P Ell Connector Kit 69H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.207

8 801269P Tee Connector Kit 69H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.208

1 801369P Cross Connector Kit 69H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.209

12 801469P Panel End Cover-Fabric 69H Low Profile Painted
\$(2) GRD 2 FAB
.BL FAB: Blast
922 CLR: Constellation
.P01 CLR: Driftwood

E3.210

8 AWCDC-4224 42WX24D Corner Dual Surface
.GK 7-11/16" from either crner Edg
P Plastic Grommet
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P01 CLR: Driftwood

E3.211

4 8362430M 36WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.212

4 8363024M 36WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.213

4 8602430M 60WX24DX30D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.214

4 8603024M 60WX30DX24D PVC Wave Worksurface
.D LAM: Natural Maple
.E2 Edg: Warm Beige
.P Plastic Grommet

E3.215

16 831330 Worksurfaces-To-Panel Bracket 30D
.P01 CLR: Driftwood

E3.216

16 T624CB Cantilever Bracket 24D & 30D
.P01 CLR: Driftwood

E3.217

8 CE60FNN Ess OH Stg Cab 60W/Flat Pntd Dr/Non-Assist/No Pull
.P01 CLR: Driftwood
.OMT omt Core To Ord key Alike

E3.218

8 870960 Tasklight for 60W
.X CLR: No Color Choice

E3.219

8 PF167-233I Essentials Freestanding Ped BBF 26-7/8H 22-7/8D I Pull
\$(CORE) CoreClr Opts
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.220

8 PF177-232I Essentials Freestanding Ped FF 26-7/8H 22-7/8D I Pull
\$(CORE) CoreClr Opts
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.221

2 ELF442NI Essentials Lateral 4-High 52-1/2H 42W No PS I Pull
.P01 CLR: Driftwood
.OMT omt Core to Ord key Alike

E3.222

18 LKF23C Lock Core Replacement Kit
~ Undecided KEY NUMBER Option

Section #10 Guest Seating

E3.223

- 18 RA-4L-WA-DC Allseating Rainbow, Double Curved Back,
Stacking 4-Post Guest Chairs
Grade Two Fabric, Unifab Cornerstone #65 Taupe
Abrasion Resist. 600,000+ Double Rub
Frame Black Meta

E4. DELIVERY AND INSTALLATION

- E4.1 Goods shall be delivered FOB destination, freight prepaid to 1199 and 1155 Pacific Avenue, Winnipeg, MB.
- (a) These 2 numbered addresses share the same physical building. 1199 entrance is on the south-west of the building, and 1155 entrance is on the south-east of the building.
- E4.2 Delivery shall be deemed to be complete when all furniture has been delivered.
- E4.3 Delivery shall be restricted to City of Winnipeg business days, Monday to Friday, between 9:00 a.m. – 3:30 p.m.
- E4.4 The Contractor shall notify the Contract Administrator **at least 1 business week** prior to installation, so that the Contract Administrator can make arrangements to have existing furniture dismantled and removed.
- E4.5 Drawing A2.10 Key plan indicates a separation line. The East side of the separation line is currently under renovation, and is expected to be open at the end of June 2006.
- E4.5.1 The Contractor is advised that delivery for these areas should be coordinated for the completion of the renovations, and with the Contract Administrator.
- E4.5.2 If the Contractor cannot coordinate delivery for renovation completion and must deliver prior-to, the Contractor shall deliver and stage the Goods at Central Stores, 1277 Pacific Avenue.
- (i) When renovations are complete the Contractor shall be responsible to move the Goods from the staging area (at 1277 Pacific Avenue), and install at the appropriate office.
- (ii) Total Performance for the separation line areas shall be extended by the exact delay.
- E4.6 The Contractor shall ensure that each item shipped is clearly identified with its corresponding Key Plan Area and Section Number.
- E4.7 The Contractor shall be solely responsible for off-load of the goods, as directed at the delivery location.
- E4.8 The Contractor shall ensure he has the necessary equipment to move the Goods from any access ramp or loading area to its required destination.