



THE CITY OF WINNIPEG

BID OPPORTUNITY

BID OPPORTUNITY NO. 448-2018

**SUPPLY, DELIVERY & INSTALLATION OF FURNITURE & SHELVING FOR THE
NEW TRANSCONA LIBRARY – 1 TRANSCONA BLVD.**

Note to Bidders: Please be aware of revisions to B13.4

TABLE OF CONTENTS

PART A - BID SUBMISSION

Form A: Bid	1
Form B: Prices	3

PART B - BIDDING PROCEDURES

B1. Contract Title	1
B2. Submission Deadline	1
B3. Enquiries	1
B4. Confidentiality	1
B5. Addenda	2
B6. Substitutes	2
B7. Bid Submission	3
B8. Bid	4
B9. Prices	4
B10. Disclosure	5
B11. Conflict of Interest and Good Faith	5
B12. Qualification	6
B13. Opening of Bids and Release of Information	7
B14. Irrevocable Bid	7
B15. Withdrawal of Bids	7
B16. Evaluation of Bids	8
B17. Award of Contract	8

PART C - GENERAL CONDITIONS

C0. General Conditions	1
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PART D - SUPPLEMENTAL CONDITIONS

General

D1. General Conditions	1
D2. Scope of Work	1
D3. Contract Administrator	1
D4. Ownership of Information, Confidentiality and Non Disclosure	1
D5. Notices	1

Submissions

D6. Authority to Carry on Business	2
D7. Insurance	2

Schedule of Work

D8. Commencement	2
D9. Delivery	2
D10. Liquidated Damages	3

Measurement and Payment

D11. Invoices	4
D12. Payment	4
D13. Payment Schedule	4

Warranty

D14. Warranty	4
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PART E - SPECIFICATIONS

General

E1. Applicable Specifications and Drawings	1
E2. Goods	1

PART B - BIDDING PROCEDURES

B1. CONTRACT TITLE

B1.1 SUPPLY, DELIVERY & INSTALLATION OF FURNITURE & SHELVING FOR THE NEW TRANSCONA LIBRARY – 1 TRANSCONA BLVD.

B2. SUBMISSION DEADLINE

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time May 28, 2018.

B2.2 Bids 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. ENQUIRIES

B3.1 All enquiries shall be directed to the Contract Administrator identified in D3.1.

B3.2 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 promptly notify the Contract Administrator of the error, discrepancy or omission at least five (5) Business Days prior to the Submission Deadline.

B3.3 If the Bidder is unsure of the meaning or intent of any provision therein, the Bidder should request clarification as to the meaning or intent prior to the Submission Deadline.

B3.4 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.

B3.5 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.

B3.6 The Bidder shall not be entitled to rely on any response or interpretation received pursuant to B3 unless that response or interpretation is provided by the Contract Administrator in writing.

B4. CONFIDENTIALITY

B4.1 Information provided to a Bidder by the City or acquired by a Bidder by way of further enquiries or through investigation is confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the Contract Administrator. The use and disclosure of the confidential information shall not apply to information which:

- (a) was known to the Bidder before receipt hereof; or
- (b) becomes publicly known other than through the Bidder; or
- (c) is disclosed pursuant to the requirements of a governmental authority or judicial order.

B4.2 The Bidder shall not make any statement of fact or opinion regarding any aspect of the Bid Opportunity to the media or any member of the public without the prior written authorization of the Contract Administrator.

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.
- B5.3 Addenda will be available on the Bid Opportunities page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/bidopp.asp>
- B5.4 The Bidder is responsible for ensuring that he/she has received all addenda and is advised to check the Materials Management Division website for addenda regularly and shortly before the Submission Deadline, as may be amended by addendum.
- B5.5 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.

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/her 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, to the Bidder who requested approval of the substitute.
- B6.6.1 The Contract Administrator will issue an Addendum, disclosing the approved materials, equipment, methods and products to all potential Bidders. The Bidder requesting and

obtaining the approval of a substitute shall be responsible for disseminating information regarding the approval to any person or persons he/she 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 may base his/her 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 B16.
- 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.

B7. BID SUBMISSION

- B7.1 The Bid shall consist of the following components:
- (a) Form A: Bid;
 - (b) Form B: Prices.
 - (c) Supporting technical specifications for items listed in Section D – Library Shelving.
- B7.2 Further to B7.1, the Bidder should include the written correspondence from the Contract Administrator approving a substitute in accordance with B6.
- B7.3 All components of the Bid 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.
- B7.4 The Bid Submission may be submitted by mail, courier or personal delivery, or by facsimile transmission.
- B7.5 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 Division
185 King Street, Main Floor
Winnipeg MB R3B 1J1
- B7.5.1 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.
- B7.6 If the Bid Submission is submitted by facsimile transmission, it shall be submitted to 204- 949-1178.
- B7.6.1 The Bidder is advised that the City cannot take responsibility for the availability of the facsimile machine at any time.
- B7.7 Bidders are advised not to include any information/literature except as requested in accordance with B7.1.
- B7.8 Bidders are advised that inclusion of terms and conditions inconsistent with the Bid Opportunity document, including the General Conditions, will be evaluated in accordance with B16.1(a).
- B7.9 Bids 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/her own name, his/her 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/her own, the business name and the name of every partner or corporation who is the owner of such business name shall be inserted.
- B8.2.1 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 11 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/her 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/her 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.
- B8.4.1 The name and official capacity of all individuals signing Form A: Bid should be printed below such signatures.
- B8.4.2 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 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.

B10. DISCLOSURE

B10.1 Various Persons provided information or services with respect to this Work. In the City's opinion, this relationship or association does not create a conflict of interest because of this full disclosure. Where applicable, additional material available as a result of contact with these Persons is listed below.

B10.2 The Persons are:

- (a) N/A

B11. CONFLICT OF INTEREST AND GOOD FAITH

B11.1 Bidders, by responding to this Bid Opportunity, declare that no Conflict of Interest currently exists, or is reasonably expected to exist in the future.

B11.2 Conflict of Interest means any situation or circumstance where a Bidder or employee of the Bidder proposed for the Work has:

- (a) other commitments;
- (b) relationships;
- (c) financial interests; or
- (d) involvement in ongoing litigation;

that could or would be seen to:

- (i) exercise an improper influence over the objective, unbiased and impartial exercise of the independent judgment of the City with respect to the evaluation of Bids or award of the Contract; or
- (ii) compromise, impair or be incompatible with the effective performance of a Bidder's obligations under the Contract;
- (e) has contractual or other obligations to the City that could or would be seen to have been compromised or impaired as a result of its participation in the Bid Opportunity process or the Work; or
- (f) has knowledge of confidential information (other than confidential information disclosed by the City in the normal course of the Bid Opportunity process) of strategic and/or material relevance to the Bid Opportunity process or to the Work that is not available to other bidders and that could or would be seen to give that Bidder an unfair competitive advantage.

B11.3 In connection with its Bid, each entity identified in B11.2 shall:

- (a) avoid any perceived, potential or actual Conflict of Interest in relation to the procurement process and the Work;
- (b) upon discovering any perceived, potential or actual Conflict of Interest at any time during the Bid Opportunity process, promptly disclose a detailed description of the Conflict of Interest to the City in a written statement to the Contract Administrator; and
- (c) provide the City with the proposed means to avoid or mitigate, to the greatest extent practicable, any perceived, potential or actual Conflict of Interest and shall submit any additional information to the City that the City considers necessary to properly assess the perceived, potential or actual Conflict of Interest.

B11.4 Without limiting B11.3, the City may, in its sole discretion, waive any and all perceived, potential or actual Conflicts of Interest. The City's waiver may be based upon such terms and conditions as the City, in its sole discretion, requires to satisfy itself that the Conflict of Interest has been

appropriately avoided or mitigated, including requiring the Bidder to put into place such policies, procedures, measures and other safeguards as may be required by and be acceptable to the City, in its sole discretion, to avoid or mitigate the impact of such Conflict of Interest.

- B11.5 Without limiting B11.3, and in addition to all contractual or other rights or rights at law or in equity or legislation that may be available to the City, the City may, in its sole discretion:
- (a) disqualify a Bidder that fails to disclose a perceived, potential or actual Conflict of Interest of the Bidder or any of its employees proposed for the Work;
 - (b) require the removal or replacement of any employees proposed for the Work that has a perceived, actual or potential Conflict of Interest that the City, in its sole discretion, determines cannot be avoided or mitigated;
 - (c) disqualify a Bidder or employees proposed for the Work that fails to comply with any requirements prescribed by the City pursuant to B11.4 to avoid or mitigate a Conflict of Interest; and
 - (d) disqualify a Bidder if the Bidder, or one of its employees proposed for the Work, has a perceived, potential or actual Conflict of Interest that, in the City's sole discretion, cannot be avoided or mitigated, or otherwise resolved.
- B11.6 The final determination of whether a perceived, potential or actual Conflict of Interest exists shall be made by the City, in its sole discretion.

B12. QUALIFICATION

- B12.1 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; and
 - (b) be financially capable of carrying out the terms of the Contract; and
 - (c) have all the necessary experience, capital, organization, and equipment to perform the Work in strict accordance with the terms and provisions of the Contract.
- B12.2 The Bidder and any proposed Subcontractor (for the portion of the Work proposed to be subcontracted to them) shall:
- (a) be responsible and not be suspended, debarred or in default of any obligations 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 Division website at <http://www.winnipeg.ca/matmgt/debar.stm>
- B12.3 The Bidder and/or any proposed Subcontractor (for the portion of the Work proposed to be subcontracted to them) shall:
- (a) have successfully carried out work similar in nature, scope and value to the Work; and
 - (b) be fully capable of performing the Work required to be in strict accordance with the terms and provisions of the Contract; and
 - (c) have a written workplace safety and health program, if required, pursuant to The Workplace Safety and Health Act (Manitoba).
- B12.4 The Bidder shall 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 and of any proposed Subcontractor.
- B12.5 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.

B13. OPENING OF BIDS AND RELEASE OF INFORMATION

- B13.1 Bids will not be opened publicly.
- B13.2 Following the Submission Deadline, the names of the Bidders and their Total Section Price or Section Bid Price (unevaluated, and pending review and verification of conformance with requirements or evaluated prices) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt>
- B13.3 After award of Contract, the name(s) of the successful Bidder(s), their address(es) 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 Division website at <http://www.winnipeg.ca/matmgt>
- B13.4 The Bidder is advised that any information contained in any Bid may be released if required by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law or by City policy or procedures (which may include access by members of City Council).
- B13.4.1 To the extent permitted, the City shall treat as confidential information, those aspects of a Bid Submission identified by the Bidder as such in accordance with and by reference to Part 2, Section 17 or Section 18 or Section 26 of The Freedom of Information and Protection of Privacy Act (Manitoba), as amended.

B14. IRREVOCABLE BID

- B14.1 The Bid(s) submitted by the Bidder shall be irrevocable for the time period specified in Paragraph 9 of Form A: Bid.
- B14.2 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.

B15. WITHDRAWAL OF BIDS

- B15.1 A Bidder may withdraw his/her Bid without penalty by giving written notice to the Manager of Materials at any time prior to the Submission Deadline.
- B15.1.1 Notwithstanding C21, 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.
- B15.1.2 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 11 of Form A: Bid, and only such person, has authority to give notice of withdrawal.
- B15.1.3 If a Bidder gives notice of withdrawal prior to the Submission Deadline, the Manager of Materials will:
- (a) retain the Bid until after the Submission Deadline has elapsed;
 - (b) open the Bid to identify the contact person named in Paragraph 3 of Form A: Bid and the Bidder's authorized representatives named in Paragraph 11 of Form A: Bid; and
 - (c) if the notice has been given by any one of the persons specified in B15.1.3(b), declare the Bid withdrawn.
- B15.2 A Bidder who withdraws his/her Bid after the Submission Deadline but before his/her Bid has been released or has lapsed as provided for in B14.2 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.

B16. EVALUATION OF BIDS

- B16.1 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, or acceptable deviation therefrom (pass/fail);
 - (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B12 (pass/fail);
 - (c) Bid Price;
 - (d) economic analysis of any approved alternative pursuant to B6;
 - (e) costs to the City of administering multiple contracts.
- B16.2 Further to B16.1(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 or minor informalities or irregularities if the interests of the City so require.
- B16.3 Further to B16.1(b), the Award Authority shall reject any Bid submitted by a Bidder who does not demonstrate, in his/her Bid or in other information required to be submitted, that he/she is responsible and qualified.
- B16.4 Further to B16.1(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.
- B16.4.1 Further to B16.1(a), in the event that a unit price is not provided on Form B: Prices, the City may determine the unit price by dividing the Amount (extended price) by the approximate quantity, for the purposes of evaluation and payment.
- B16.5 This Contract may be awarded as a whole or separately in sections .
- B16.5.1 Notwithstanding B9.1, the Bidder may, but is not required to, bid on all sections.
- B16.5.2 Notwithstanding B17.3, the City shall not be obligated to award any section to the responsible Bidder submitting the lowest evaluated responsive Bid for that section and shall have the right to choose the alternative which is in its best interests. If the Bidder has not bid on all sections, he/she shall have no claim against the City if his/her partial Bid is rejected in favour of an award of the Contract on the basis of an alternative or section upon which he/she has not bid.

B17. AWARD OF CONTRACT

- B17.1 The City will give notice of the award of the Contract or will give notice that no award will be made.
- B17.2 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.
- B17.2.1 Without limiting the generality of B17.2, 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.

- B17.3 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, in accordance with B16.
- B17.3.1 Following the award of Contract, a Bidder will be provided with information related to the evaluation of his/her Bid upon written request to the Contract Administrator.
- B17.4 Notwithstanding C4 and Paragraph 6 of Form A:Bid, the City may issue a Purchase Order to the successful Bidder in lieu of the execution of a Contract.
- B17.5 The Contract Documents, as defined in C1.1(n)(ii) 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

C0. GENERAL CONDITIONS

- C0.1 The *General Conditions for the Supply of Goods* (Revision 2008 05 26) are applicable to the Work of the Contract.
- C0.1.1 The *General Conditions for the Supply of Goods* are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Division website at http://www.winnipeg.ca/matmgt/gen_cond.stm
- C0.2 A reference in the Bid Opportunity to a section, clause or subclause with the prefix “**C**” designates a section, clause or subclause in the *General Conditions for Supply of Goods*.

PART D - SUPPLEMENTAL CONDITIONS

GENERAL

D1. GENERAL CONDITIONS

D1.1 In addition to the *General Conditions for the Supply of Goods*, these Supplemental Conditions are applicable to the Work of the Contract.

D2. SCOPE OF WORK

D2.1 The Work to be done under the Contract shall consist of supply, delivery, and installation of library furniture and shelving at 1 Transcona Blvd, at various locations within the building as instructed by the Contract Administrator.

D2.2 The major components of the Work are as follows:

- (a) Supply & delivery of new furniture, equipment & shelving items as indicated on drawings.
- (b) Installation of new furniture, equipment & shelving items in coordination with Contract Administrator.

D3. CONTRACT ADMINISTRATOR

D3.1 The Contract Administrator is: Cibinel Architecture Ltd. represented by
Steff Beernaerts
Architect
Telephone No.: 204-989-8925
Email Address: steff@cibinel.com

D4. OWNERSHIP OF INFORMATION, CONFIDENTIALITY AND NON DISCLOSURE

D4.1 The Contract, all deliverables produced or developed, and information provided to or acquired by the Contractor are the property of the City and shall not be appropriated for the Contractors own use, or for the use of any third party.

D4.2 The Contractor shall not make any public announcements or press releases regarding the Contract, without the prior written authorization of the Contract Administrator.

D4.3 The following shall be confidential and shall not be disclosed by the Contractor to the media or any member of the public without the prior written authorization of the Contract Administrator;

- (a) information provided to the Contractor by the City or acquired by the Contractor during the course of the Work;
- (b) the Contract, all deliverables produced or developed; and
- (c) any statement of fact or opinion regarding any aspect of the Contract.

D4.4 A Contractor who violates any provision of D4 may be determined to be in breach of Contract.

D5. NOTICES

D5.1 Notwithstanding C21.3, all notices of appeal to the Chief Administrative Officer shall be sent to the attention of the Chief Financial Officer

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. INSURANCE

D7.1 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) inclusive, with The City of Winnipeg added as an additional insured; such liability policy to also contain a cross-liability clause, non-owned automobile liability and products and completed operations cover, to remain in place at all times during the performance of the Work;
- (b) if applicable, Automobile Liability Insurance covering all motor vehicles, owned and operated and used or to be used by the Contractor directly or indirectly in the performance of the Work. The Limit of Liability shall not be less than \$2,000,000 inclusive for loss or damage including personal injuries and death resulting from any one accident or occurrence.

D7.2 Deductibles shall be borne by the Contractor.

D7.3 The Contractor shall provide the Contract Administrator with a certificate(s) of insurance, in a form satisfactory to the City Solicitor, at least two (2) Business Days prior to the commencement of any Work but in no event later than the date specified in C4 for the return of the executed Contract.

D7.4 The Contractor shall not cancel, materially alter, or cause the policy to lapse without providing at least thirty (30) Calendar Days prior written notice to the Contract Administrator.

SCHEDULE OF WORK

D8. COMMENCEMENT

D8.1 The Contractor shall not commence any Work until he/she is in receipt of a notice of award from the City authorizing the commencement of the Work.

D8.2 The Contractor shall not commence any Work until:

- (a) the Contract Administrator has confirmed receipt and approval of:
 - (i) evidence of authority to carry on business specified in D6;
 - (ii) evidence of the workers compensation coverage specified in C6.16;
 - (iii) evidence of the insurance specified in D7.
- (b) the Contractor has attended a meeting with the Contract Administrator, or the Contract Administrator has waived the requirement for a meeting.

D9. DELIVERY

D9.1 The Transcona Library will be under construction when the Goods are available for delivery. The current expected date for delivery & installation is:

- (a) No earlier than August 5th, 2018 (final date to be confirmed upon award of contract).

- (b) No later than August 16th, 2018 (final date to be confirmed upon award of contract).
- D9.2 Further to D10.1(A) and D10.1(B), the Contract Administrator may request to alter the expected delivery and installation date range for the Goods to accommodate any unanticipated delays to the construction schedule. If a delay is encountered, the Contractor shall arrange for the Goods to be stored off-site until a revised delivery & installation date is established.
- D9.3 Goods shall be delivered f.o.b. destination, freight prepaid to:
Transcona Library
1 Transcona Blvd.
Winnipeg, MB
- D9.4 The Contractor shall confirm each delivery with the Contract Administrator or his/her designate, at least two (2) Business Days before delivery.
- D9.5 Goods shall be delivered between 7:30 a.m. and 4:30 p.m. on Business Days.
- D9.6 The Contractor shall off-load the Goods as directed at the delivery location.
- D9.7 Installation shall take place within two (2) Working days of delivery, and installation shall be complete within eight (8) Working days of commencement.
- D9.8 The Library is currently under construction and may be under construction when the goods are to be delivered. Depending on the state of construction, the delivery date may be modified to accommodate ease of delivery, in which case the installation start shall be adjusted for the exact delay to delivery.
- D9.9 The Contractor shall ensure and successfully complete the following:
- (a) Verify all as-built dimensions at furnishing and shelving locations in the building before fabrication and adjust the manufactured product to suit these conditions.
 - (b) During installation, damaged or defective goods shall be replaced and/or repaired as directed by the Contract Administrator at no cost to The City. If repairs are possible, and authorized by the Contract Administrator, the Contractor shall touch up marred finishes or replace component parts as necessary to eliminate evidence of damage.
 - (c) Assemble furnishings and install in locations indicated on attached drawings.
 - (d) Install library stack units at locations shown, in continuous ranges made up of number of units shown and complying with manufacturer's instructions. Set units plumb and level.
 - (e) Assemble shelving support systems.
 - (f) Install shelves at equal spacing in each unit.
 - (g) Install end panels and top panels where indicated on attached drawings.
 - (h) Install all book stack units over finished floor material.
 - (i) Removal of packing and shipping materials from site.
 - (j) Provide Contract Administrator with all written materials and manuals related to supplied goods, including maintenance and warranty information.

D10. LIQUIDATED DAMAGES

- D10.1 If the Contractor fails to achieve delivery of the Goods within the time specified in D9.1 Delivery the Contractor shall pay the City Two hundred dollars (\$200.00) per Calendar Day for each and every Calendar Day until the Goods have been delivered.
- D10.2 The amount specified for liquidated damages in D10.1 is based on a genuine pre-estimate of the City's damages in the event that the Contractor does not achieve delivery by the day fixed herein for same.

D10.3 The City may reduce any payment to the Contractor by the amount of any liquidated damages assessed.

MEASUREMENT AND PAYMENT

D11. INVOICES

D11.1 Further to C10, the Contractor shall submit an invoice for each order delivered to:

The City of Winnipeg
Corporate Finance - Accounts Payable
4th Floor, Administration Building, 510 Main Street
Winnipeg MB R3B 1B9

Facsimile No.: 204- 949-0864

Email: CityWpgAP@winnipeg.ca

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

- (a) the City's purchase order number;
- (b) date of delivery;
- (c) delivery address;
- (d) type and quantity of goods delivered;
- (e) the amount payable with GST, MRST, and any applicable environmental handling charges/fees identified and 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.

D11.4 **Bid Submissions must not be submitted to the above facsimile number. Bids must be submitted in accordance with B7.**

D12. PAYMENT

D12.1 Further to C10, the City may at its option pay the Contractor by direct deposit to the Contractor's banking institution.

D13. PAYMENT SCHEDULE

D13.1 Further to C10, payment shall be in Canadian funds net thirty (30) Calendar Days after receipt and approval of the Contractor's invoice.

WARRANTY

D14. WARRANTY

D14.1 Notwithstanding C11.2, the warranty period shall begin on the date of Total Performance and shall expire one (1) year thereafter, except where longer warranty periods are specified in the respective Specification sections, unless extended pursuant to C11.2 to C11.3, in which case it shall expire when provided for thereunder.

D14.1.1 For the purpose of Performance Security, the warranty period shall be one (1) year.

D14.2 Notwithstanding C11.2, the Contract Administrator may permit the warranty period for a portion or portions of the Work to begin prior to the date of Total Performance if a portion of the Work cannot be completed because of unseasonable weather or other conditions reasonably beyond

the control of the Contractor but that portion does not prevent the balance of the Work from being put to its intended use.

- D14.2.1 In such case, the date specified by the Contract Administrator for the warranty period to begin shall be substituted for the date specified in C11.2 for the warranty period to begin.

PART E - SPECIFICATIONS

GENERAL

E1. APPLICABLE SPECIFICATIONS AND DRAWINGS

E1.1 These Specifications shall apply to the Work.

E1.2 The following are applicable to the Work:

<u>Drawing No.</u>	<u>Drawing Name/Title</u>
A600	FURNITURE PLAN
A601	SHELVING END PANELS

E1.3 Bidders are reminded that requests for approval of substitutes as an approved equal or an approved alternative shall be made in accordance with B6.

E2. GOODS

E2.1 The Contractor shall supply, deliver, and install furnishings and library shelving in accordance with the requirements hereinafter specified.

SECTION A - SEATING

E2.2 Item 1 (CL-01) : Chair Lounge : upholstered cushion seat with sled base

- (a) Standard of Acceptance:
 - (i) Keilhauer Lo : Model No: 14100 or equivalent in accordance with B6.
- (b) Dimensions: W31" D25" H15" SH11"
- (c) Construction:
 - (i) Upholstered Seat: Rigid polyurethane foam with down cushion.
 - (ii) Frame: Metal wire sled base.
 - (iii) Glides: Plastic glides to suit flooring type.
- (d) Finish:
 - (i) Upholstery: Fabric: 100% Silicone c/w polyester backing.
 - (i) GREENGUARD Gold Certified; PVC Free.
 - (ii) Durability: 270,000 D.R.
 - (iii) Flame Resistance: CA Bulletin 117 2013; UFAC Class 1; NFPA 260 Class 1
 - (iv) Cleaning: Cleans with water, water-based cleaning agents or foam, and solvents. Bleach cleanable.
 - (v) Color: Momentum Textiles. Pattern : Silica Etch. Color: Palm
 - (ii) Frame: Chrome finish.
- (e) Warranty: 10 year for seating and upholstery.
- (f) Design intent:



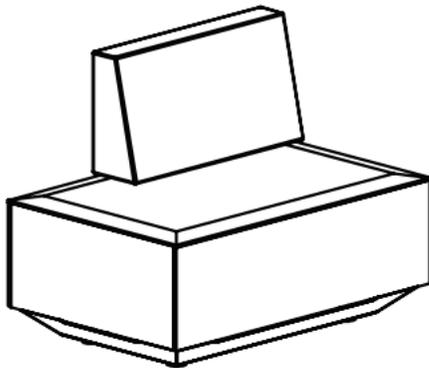
E2.3 Item 2 (CL-02) : Chair Lounge : upholstered seat, back and arms on sled base

- (a) Standard of Acceptance:
 - (i) Keilhauer Cahoots Relax Chair. Model No : 9020 or equivalent in accordance with B6.
- (b) Dimensions: W29 1/2" D29 1/2" H 33 1/4" SH 163/4" AH 21 1/4"
- (c) Construction:
 - (i) Fully Upholstered seat and back: Steel with over molded foam or engineered plywood with high-density polyurethane foam.
 - (ii) Foam: High-density CFC-free polyurethane foam.
 - (iii) Arms: Steel with overmolded foam or engineering plywood with high-density polyurethane foam.
 - (iv) Frame: Metal sled base.
 - (v) Glides: Regular glides to suit flooring type.
- (d) Finish:
 - (i) Upholstery: Fabric: 100% Silicone c/w polyester backing.
 - (i) Environmental: GREENGUARD Gold Certified; PVC Free.
 - (ii) Durability: 365,000 D.R.
 - (iii) Weight: 1.60 lb.
 - (iv) Flame Resistance: CA Bulletin 117 2013; UFAC Class 1; NFPA 260 Class 1
 - (v) Cleaning: Cleans with water, water-based cleaning agents or foam, and solvents. Bleach cleanable.
 - (vi) Color: Momentum Textiles. Pattern : Silica. Color: Appletini
 - (ii) Frame: Chrome finish.
- (e) Warranty: 10 year for seating and upholstery.
- (f) Design intent:



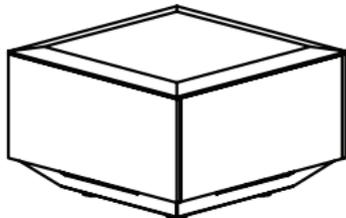
E2.4 Item 3 (CL-03) : Bench with bolster : Modular seating component

- (a) Standard of Acceptance:
 - (i) Teknion DNA- Modular Seating Bench with Bolster Model No: NDNBJ-N-D-N or equivalent in accordance with B6.
- (b) Dimensions: Bench: W 39" D 26" H 16" (bench) H: 29" (bench with bolster)
- (c) Construction
 - (i) Product must be from same manufacturer as CL-04 and must be compatible with CL-04.
 - (ii) Seat: Plywood construction.
 - (iii) Back: Constructed of 14-gauge steel, welded and powder coated
 - (iv) Glides: Black plastic with steel thread.
 - (v) Foam: VC grade foam, both molded polyurethane and coloured blockform foam are used for seat and back.
 - (vi) Bench back includes a track for mounting a bolster, which can be mounted in three positions, left, right and center. Provide bolster lock.
 - (vii) Provide Linking Bracket to connect modular seating components.
 - (viii) Modular design to allow CL-03 and CL-04 to connect from all sides.
- (d) Finish:
 - (i) Seat and bolster : Upholstery: 100% Polyurethane c/w 100% Polyester Knit back
 - (i) Environmental: BPA Free, Formaldehyde Free, Heavy Metal Free, Low VOC, Phthalate Free, PVC Free, Solvent/DMF Free
 - (ii) Weight: 16.5 oz per linear yard
 - (iii) Durability: 250 000 D.R.
 - (iv) Flame Resistance : CAL TB 117-2013
 - (v) Cleaning: Cleans with water, water-based cleaning agents Bleach cleanable.
 - (vi) Color:
 - ◆ Seat: Luum Textiles. Pattern: Fine Grain 4046. Color: Sea Weed 4046-13
 - ◆ Bolster: Color: Luum Textiles. Pattern : Synaptic 4030 . Allow for (3) colors: Phase (4030-02), Sensory (4030-05) and Contact (4030-01)
 - (ii) Base frame: Painted finish Color to be selected from manufacturer's full range.
- (e) Warranty: Limited Lifetime, 5 years for upholstery.
- (f) Design intent:



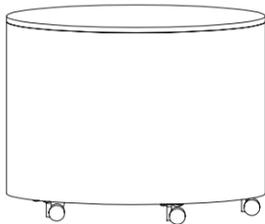
E2.5 Item 4 (CL-04): : Square seat : Modular seating component

- (a) Standard of Acceptance:
 - (i) Teknion DNA Modular Seating Square Seat. Model No. NDNC-N or equivalent in accordance with B6.
- (b) Dimensions: Bench: W 26" D 26" H: 16"
- (c) Construction
 - (i) Product must be from same manufacturer as CL-03 and must be compatible with CL-03.
 - (ii) Seat: Plywood construction.
 - (iii) Back: Constructed of 14-gauge steel, welded and powder coated
 - (iv) Glides: Black plastic with steel thread.
 - (v) Foam: VC grade foam, both molded polyurethane and coloured blockform foam are used for seat and back.
 - (vi) Bench back includes a track for mounting a bolster, which can be mounted in three positions, left, right and center.
 - (vii) Provide Linking Bracket to connect modular seating components.
 - (viii) Modular design to allow CL-03 and CL-04 to connect from all sides.
- (d) Finish:
 - (i) Seat: Upholstery: 100% Polyurethane c/w 100% Polyester Knit back
 - (i) Environmental: BPA Free, Formaldehyde Free, Heavy Metal Free, Low VOC, Phthalate Free, PVC Free, Solvent/DMF Free
 - (ii) Weight: 16.5 oz per linear yard
 - (iii) Durability: 250 000 D.R.
 - (iv) Flame Resistance : CAL TB 117-2013
 - (v) Cleaning: Cleans with water, water-based cleaning agents Bleach cleanable.
 - (vi) Color: Luum Textiles. Pattern : Fine Grain 4046 . Color: Sea Weed 4046-13
 - (ii) Base frame: Painted finish. Color to be selected from manufacturer's full range.
- (e) Warranty: Limited Lifetime, 5 years for upholstery
- (f) Design intent:



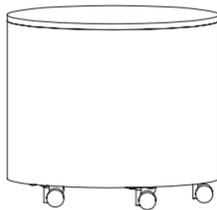
E2.6 Item 5 (CL-05): Medium round ottoman on castors

- (a) Standard of Acceptance:
 - (i) Teknion Collaborative Ottoman Round 24". Model No. NCOR-M-L-S-A or equivalent in accordance with B6.
- (b) Dimensions: W 24" dia. SH 18"
- (c) Construction:
 - (i) Seat: plywood construction.
 - (ii) Base: reinforced nylon scuff-resistant plastic, 22" diameter.
 - (iii) Casters/glides: 37mm hard (carpet casters) reinforced nylon. Twin-wheeled and hooded. 2" hard plastic glides.
 - (iv) Foam: VC grade foam is used. Colored blockform foam used for seat.
 - (v) Designed and tested for users weighing up to 300lbs / seat.
 - (vi) Castors designed for carpeted surfaces.
- (d) Finish:
 - (i) Seat: Upholstery: 100% Polyurethane c/w 100% Polyester Knit back
 - (i) Environmental: BPA Free, Formaldehyde Free, Heavy Metal Free, Low VOC, Phthalate Free, PVC Free, Solvent/DMF Free
 - (ii) Pattern: Geometric pattern
 - (iii) Weight: 18 oz per linear yard
 - (iv) Durability: 250 000 D.R.
 - (v) Flame Resistance : CAL TB 117-2013
 - (vi) Cleaning: Cleans with water, water-based cleaning agents Bleach cleanable. Inherently antimicrobial.
 - (vii) Color: Luum Textiles. Pattern : Synaptic 4030 . Allow for (3) colors: Phase (4030-02), Sensory (4030-05) and Contact (4030-01)
- (e) Warranty: Limited Lifetime, 5 years for upholstery
- (f) Design intent:



E2.7 Item 6 (CL-06): Small round ottoman on castors

- (a) Standard of Acceptance:
 - (i) Teknion Collaborative Ottoman Round 24". Model No. NCOR-S-D-S-A or equivalent in accordance with B6.
- (b) Dimensions: W 18" dia.SH 16"
- (c) Construction:
 - (i) Seat: plywood construction.
 - (ii) Base: reinforced nylon scuff-resistant plastic, 22" diameter.
 - (iii) Casters/glides: 37mm hard (carpet casters) reinforced nylon. Twin-wheeled and hooded. 2" hard plastic glides.
 - (iv) Foam: VC grade foam is used. Colored blockform foam used for seat.
 - (v) Designed and tested for users weighing up to 300lbs / seat.
 - (vi) Castors designed for carpeted surfaces.
- (d) Finish:
 - (i) Seat: Upholstery: 100% Polyurethane c/w 100% Polyester Knit back
 - (i) Environmental: BPA Free, Formaldehyde Free, Heavy Metal Free, Low VOC, Phthalate Free, PVC Free, Solvent/DMF Free
 - (ii) Pattern: Geometric pattern
 - (iii) Weight: 18 oz per linear yard
 - (iv) Durability: 250 000 D.R.
 - (v) Flame Resistance : CAL TB 117-2013
 - (vi) Cleaning: Cleans with water, water-based cleaning agents Bleach cleanable. Inherently antimicrobial.
 - (vii) Color: Luum Textiles. Pattern : Synaptic 4030 . Allow for (3) colors: Phase (4030-02), Sensory (4030-05) and Contact (4030-01)
- (e) Warranty: Limited Lifetime, 5 years for upholstery
- (f) Design intent:



E2.8 Item 7 (CM-01): Chair Multipurpose: Sled base chair, with plastic shell, armless, and ganging mechanism

- (a) Standard of Acceptance:
 - (i) Keilhauer Trua Sled base chair, with plastic shell, armless, and ganging mechanism Model No: 65180 or equivalent in accordance with B6.
- (b) Dimensions: W 21½" D 20½" H 32½" SH 18 ½"
- (c) Construction:
 - (i) Material: Plastic seat with chrome finish leg
 - (ii) Plastic Shells: Glass filled no break polypropylene.
 - (iii) Seat bumpers: Nylon
 - (iv) Armless frame: 5/8" 16-gauge tube, steel wire
 - (v) Sled base: 7/16" steel rod & 1" x 3/16" steel bar
 - (vi) Glides: K-Resin/Polypropylene (sled). Designed for carpet finish.
- (d) Finish:
 - (i) Seat: Colour: Keilhauer – Moss 24.
 - (ii) Leg: Chrome Finish
- (e) Warranty: 10 years
- (f) Design intent:



E2.9 Item 8 (CM-02): Chair Multipurpose: 4-leg chair with arms, with plastic shell and ganging mechanism

- (a) Standard of Acceptance:
 - (i) Keilhauer Trua Sled base chair, with plastic shell, armless, and ganging mechanism Model No: 65170 or equivalent in accordance with B6.
- (b) Dimensions: W 21½" D 20½" H 32½" SH 18 ½"
- (c) Construction:
 - (i) Material: Plastic seat with chrome finish leg
 - (ii) Plastic Shells: Glass filled no break polypropylene.
 - (iii) Seat bumpers: Nylon
 - (iv) Armless frame: 5/8" 16-gauge tube, steel wire
 - (v) Sled base: 7/16" steel rod & 1" x 3/16" steel bar
 - (vi) Glides: K-Resin/Polypropylene (sled). Designed for carpet finish.
- (d) Finish:
 - (i) Seat: Colour: Keilhauer – Moss 24.
 - (ii) Leg: Chrome Finish
- (e) Warranty: 10 years
- (f) Design intent:



E2.10 Item 9 (CM-03) : Chair Multipurpose Stool: Sled base bar stool, with plastic shell, armless

- (a) Standard of Acceptance:
 - (i) Keilhauer Trua Model No: 66180 or equivalent in accordance with B6.
- (b) Dimensions: W 21 3/4" D 22.75" H 38.75" SH 23.75"
- (c) Construction:
 - (i) Material: Plastic seat with chrome finish leg
 - (ii) Plastic Shells: Glass filled no break polypropylene.
 - (iii) Seat bumpers: Nylon
 - (iv) Armless frame: 5/8" 16-gauge tube, steel wire
 - (v) Sled base: 7/16" steel rod & 1" x 3/16" steel bar
 - (vi) Glides: K-Resin/Polypropylene (sled)
 - (vii) Ganging: K-Resin/ Polypropylene.
- (d) Finish:
 - (i) Seat: Colour: Keilhauer – Moss 24.
- (e) Leg: Chrome Finish
- (f) Warranty: 10 years
- (g) Design intent:



E2.11 Item 10 (CM-04): Dolly

- (a) Provide quantity of dollies required to accommodate Item 7 requirements on Form B: Prices.
- (b) Dolly to suit chair model/manufacturer specified for Item 7.

E2.12 Item 11 (CT-01): Office Chair Task : upholstered vinyl ergonomic office task chair with pneumatic height adjustment, polypropylene outer shell and adjustable arms.

- (a) Standard of Acceptance:
 - (i) Teknion Projek- Synchro Tilt Task Chair Model No: NPRT.N.P.S2.Grade 4.8B.8B.8B.C9 Ebony.A or equivalent in accordance with B6.
- (b) Construction:
 - (i) Seat: Constructed of reinforced polypropylene.
 - (ii) Seat foam : molded, colored, polyurethane foam for seat
 - (iii) Back:
 - (i) Structural back outer frame: Constructed of glass reinforced nylon.
 - (ii) Inner frame: Constructed of glass reinforced polypropylene.
 - (iii) Lumbar system: Constructed of polypropylene.
 - (iv) Mesh: Composition 76% Polyester, 24% polyamide.
 - (v) Arm: Height & Width-Adjustable T-Arms with 210 degree pivots. Fiber glass reinforced nylon armrest c/w self-skinned urethane arm pads
 - (vi) Mechanisms:
 - (i) Weight-Activated Synchro-Tilt and Swivel Stool: constructed of aluminum, steel, and plastic , epoxy powder coat paint finish.
 - (ii) Seat depth adjustment of 3" and Lumbar height adjustment of 4"
 - (iii) Back tilt can be locked in the upright position or left to free flow to 3 defined angle ranges
 - (iv) Pneumatic cylinder : gas-assisted pneumatic cylinder provides height adjustment of 4"
 - (vii) Castors: 60mm (2 1/3") soft castors with polyurethane coated nylon . To be designed for hard floors.
 - (viii) Designed and tested for users weighing up to 300 lbs
- (c) Finish:
 - (i) Seat: Upholstery 100% EPU Polyurethane with polyester back
 - (i) Environmental: GREENGUARD Gold Certified; PVC Free
 - (ii) Durability: 240,000 D.R.
 - (iii) Weight: 1.24 lb.
 - (iv) Flame Resistance: A Bulletin 117 2013; UFAC Class 1; NFPA 260 Class 1
 - (v) Cleaning: Water based cleaning agents. Bleach cleanable.
 - (vi) Color: Momentum Textiles. Pattern : Canter. Color: Onyx
 - (ii) Back: Mesh: Composition 76% Polyester, 24% polyamide. Color: Black
 - (iii) Plastic components: Black
 - (iv) Base: Polished Aluminum
- (d) Warranty: : Limited Lifetime based on a single shift of 40 hrs per week. Seating Mechanisms and Pneumatic Cylinders 10 years, upholstery, casters 5 years

E2.13 Item 12 (CT-02): Chair Task, swivel stool

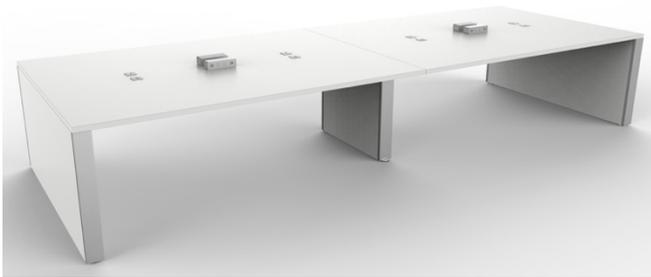
- (a) Standard of Acceptance:
 - (i) Teknion Projek- Swivel Stool / Model No: NPRD.N.P.S2.Grade 4.8B.8B.8B.C9.A. or equivalent in accordance with B6.
- (b) Construction:
 - (i) Seat: Constructed of reinforced polypropylene.
 - (ii) Seat foam : molded, colored, polyurethane foam for seat
 - (iii) Back:
 - (i) Structural back outer frame: Constructed of glass reinforced nylon.
 - (ii) Inner frame: Constructed of glass reinforced polypropylene.
 - (iii) Lumbar system: Constructed of polypropylene.
 - (iv) Mesh: Composition 76% Polyester, 24% polyamide.
 - (v) Arm: Height & Width-Adjustable T-Arms with 210 degree pivots. Fiber glass reinforced nylon armrest c/w self-skinned urethane arm pads
 - (vi) Mechanisms:
 - (i) Swivels 360 degrees
 - (ii) Swivel Stool: constructed of aluminum, steel, and plastic , epoxy powder coat paint finish.
 - (iii) Seat depth adjustment of 3" and Lumbar height adjustment of 4"
 - (iv) Pneumatic cylinder : Standard pneumatic cylinder provides height adjustment of 8"
 - (vii) Castors: 60mm (2 1/3") soft castors with polyurethane coated nylon . To be designed for hard floors.
 - (viii) Foot ring (stool): constructed of aluminum, steel tube and plastic spacer. Height-adjustable.
- (c) Finish:
 - (i) Seat: COM Upholstery 100% EPU Polyurethane with polyester back
 - (i) Environmental: GREENGUARD Gold Certified; PVC Free
 - (ii) Durability: 240,000 D.R.
 - (iii) Weight: 1.24 lb.
 - (iv) Flame Resistance: A Bulletin 117 2013; UFAC Class 1; NFPA 260 Class 1
 - (v) Cleaning: Water based cleaning agents. Bleach cleanable.
 - (vi) Color: Momentum Textiles. Pattern : Canter. Color: Onyx
 - (ii) Back: Mesh: Composition 76% Polyester, 24% polyamide. Color: Black
 - (iii) Plastic components: Black
 - (iv) Base: Polished Aluminum
- (d) Warranty: Limited Lifetime based on a single shift of 40 hrs per week. Seating Mechanisms and Pneumatic Cylinders 10 years, upholstery, casters 5 years

SECTION B - TABLES

E2.14 Item 13 (TC-01): Workstation table

- (a) Standard of Acceptance:
- (i) Teknion: Thesis - Libray Table- Double Sided Model No: THLD.X.N60.08.42.29.GS.YM.6.YM.YM.AC.B. (S) Plus 4 additional square grommets to house power cubes or equivalent in accordance with B6.
Power kit: THEPKL.D.18.36.S.7K.A.
Power Cube: THEWPC.Q240.Q120A
- (b) Dimensions: W60" D168" H29"
- (c) Construction:
- (i) Table Worksurface: 1 9/16" thick high-pressure laminate surface with straight trim.
 - (ii) Rectangular Base shall include:
 - (i) Infill Panels: 11/16" thick in Foundation (HPL) Laminate, one infill panel shall be removable for wire management.
 - (ii) Base Supports shall be 5-5/8"w made of an aluminum extrusion available in Clear Anodized, Foundation or Mica colors. (see Finishes section)
 - (iii) Mounting Plates: Flat Steel 3/16" thick.
 - (iv) Assembly: Mechanically screwed.
 - (v) Levelers shall be finished in Chrome with a 3-1/2"h adjustment range
 - (iii) Intermediate Base shall include:
 - (i) 11/16" thick infill panels in Foundation (HPL) Laminate one infill panel shall be removable for wire management. Infill panel shall be 16"d on 48"d tables and 28"d on 60"d tables.
 - (ii) Base Supports shall be 5-5/8"w made of an aluminum extrusion available in Clear Anodized, Foundation or Mica colors. (see Finishes section)
 - (iii) Levelers with a 3-1/2" adjustment range and finished in chrome.
 - (iv) Cantilevers made of #12 gauge flat steel matching base supports finish.
 - (v) Pass-Through Ring: ABS-platinum grey with an opening of 2-1/8" x 5-7/8".
 - (iv) Power: Power for 8 computer workstations to include:
 - (i) Base feed
 - (ii) Power Kit: THEPKLD1836S7KA power Kit which includes:
 - ◆ Standard capacity box mounted to intermediate base. (Qty. 1) Standard capacity box to provide power to (4) power cubes.
 - ◆ High capacity power box mounted in each end gable (Qty. 2) High capacity boxes to provide power to (8) workstation computers. Each workstation requires 2 power and 2 data.
 - ◆ Base feed provided at end gable.
 - ◆ Provide power harness as required to connect power kits.
 - (iii) Power cubes:
 - ◆ Quad power cube mounted below directly below worksurface in square grommet to provide power to library patrons at table level.
 - ◆ Each power cube to supply 2 power and 4 USB
 - ◆ Provide 1 power cube per 2 workstations (Qty: 4, tied into Power Kit)
 - (v) Wire Management:
 - (i) Wire management to include double sided metal cable tray mounted to underside of table and sized to run length of table, wire clips, linking plates and grommets (Square grommet – two per workstation). Location of grommet to be confirmed by Contract Administrator.

- (d) Finish:
 - (i) Table, end gables and intermediate base:
 - (i) High-Pressure Laminate (HPL). Foundation Laminate: Maple YM
 - (ii) Power cube: White
- (e) Warranty: Limited Lifetime
- (f) Design Intent:



E2.15 Item 14 (TSC-01) : Study Carrel

(a) Standard of Acceptance:

- (i) Teknion Expansion Caseloads Rectangular Conference Table with Panel Bases – BCMNRB360720 (S) or equivalent in accordance with B6.

(b) Dimensions: W 72" D 36" H 29"

(c) Construction:

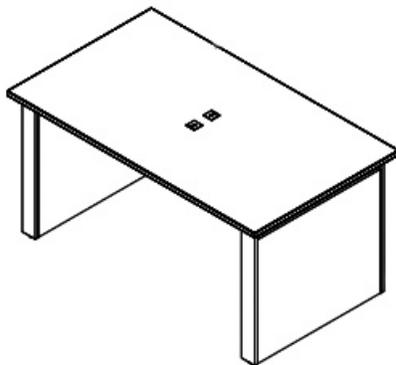
- (i) Top: 1 3/16" Foundation (HPL) Laminate with straight trim. Includes two square grommets centered to accommodate power cubes.). Location of grommet to be confirmed by Contract Administrator.
- (ii) Supports: Panel bases made of aluminum extrusion on ends with two Foundation (HPL) Laminate infill panels, one of which is removable for cord management. Panel bases to be full depth of table, mounted flush to ends.
- (iii) Components assembled with metal to metal connection with threaded insert
- (iv) Power:
 - (i) Power cubes: Dual power cube mounted in square grommet to provide power to library patrons at table level.
 - (ii) Each power cube to supply 1 power and 2 USB. To have (120" or 180") cord to plug into floor receptacle
 - (iii) Provide 2 power cubes per table

(d) Finish:

- (i) Table, end gables and modesty panel:
 - (i) High-Pressure Laminate (HPL): Foundation Laminate: Maple YM
- (ii) Power cube: White

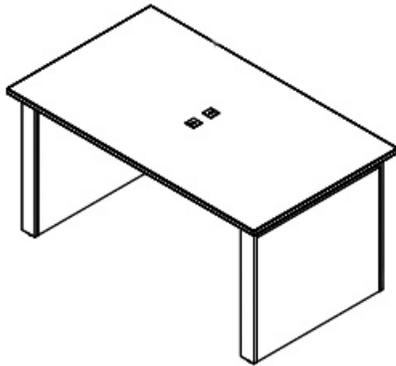
(e) Warranty: Limited Lifetime

(f) Design Intent:



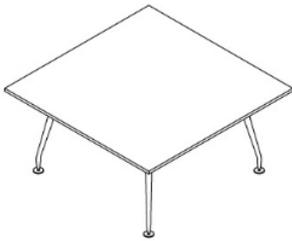
E2.16 Item 15 (TSC-02): Study Carrel, counter height.

- (a) Standard of Acceptance:
 - (i) Teknion Expansion Caseloads Rectangular Conference Table with Panel Bases – BCMNRB360720 (S) or equivalent in accordance with B6.
- (b) Dimensions: W 72" D 36" H 36"
- (c) Construction:
 - (i) Top: 1 3/16" Foundation (HPL) Laminate with straight trim. Includes two square grommets centered to accommodate power cubes
 - (ii) Supports: Panel bases made of aluminum extrusion on ends with two Foundation (HPL) Laminate infill panels, one of which is removable for cord management. Panel bases to be full depth of table, mounted flush to ends.
 - (iii) Components assembled with metal to metal connection with threaded insert
 - (iv) Power:
 - (i) Power cubes: Dual power cube mounted in square grommet to provide power to library patrons at table level.
 - (ii) Each power cube to supply 1 power and 2 USB. To have (120" or 180") cord to plug into floor receptacle
 - (iii) Provide 2 power cubes per table
- (d) Finish:
 - (i) Table, end gables and modesty panel:
 - (i) High-Pressure Laminate (HPL): Foundation Laminate: Maple YM
 - (ii) Power cube: White
- (e) Warranty: Limited Lifetime
- (f) Design Intent:



E2.17 Item 16 (TG-01) : Square worktable

- (a) Standard of Acceptance:
 - (i) Teknion - Square Meeting Table . Model No: ATMS.S.42.YM.6.YM.H.L.NN or equivalent in accordance with B6.
- (b) Dimensions: : W 42" D 42" H 30"
- (c) Construction:
 - (i) Table worksurface: 1 3/16" thick high-pressure laminate surface with straight trim.
 - (ii) Leg: Stretch leg with levelling range of 3/4".
- (d) Finish:
 - (i) Table worksurface: High-Pressure Laminate (HPL): Foundation Laminate: Maple YM
 - (ii) Legs: Chrome
- (e) Warranty: Limited Lifetime
- (f) Design Intent:



E2.18 Item 17 (TG-02) : Circular worktable

(a) Standard of Acceptance:

- (i) Teknion - Circular Meeting Table . Model No: ATMC.M.36.YM.6.H.NN (S) or equivalent in accordance with B6.

(b) Dimensions: : D 36" H 30"

(c) Construction:

- (i) Table worksurface: 1 3/16" thick high-pressure laminate surface with straight trim.
- (ii) Leg: Monopod base

(d) Finish:

- (i) Table worksurface: High-Pressure Laminate (HPL): Foundation Laminate: Maple YM
- (ii) Legs: Chrome

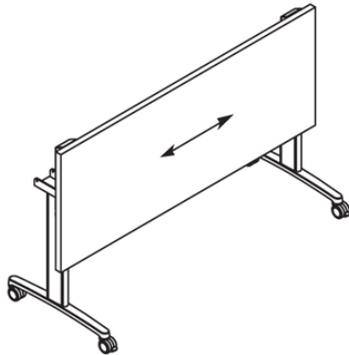
(e) Warranty: : Limited Lifetime

(f) Design Intent:



E2.19 Item 18 (TT-01): Training Table with flip top

- (a) Standard of Acceptance:
 - (i) Tekion: Expansion - Rectangular Flip-Top Model No: CTFT.T.D.30.72.A.YM.6.S.YM.60/7 or equivalent in accordance with B6.
- (b) Dimensions: W 72" D 30" H 29"
- (c) Construction:
 - (i) Table worksurface: Rectangular 1 3/16" thick high-pressure laminate surface with straight trim.
 - (ii) Leg:
 - (i) T leg. Metal leg with a powder coat finish. Provide levelers with a leveling range of 1" .
 - (ii) Castors : 60mm castor
 - (iii) Flip Mechanism
 - (i) An activation handle shall be standard underneath the surface at the back edge and shall be operated with one hand at any point along the surface. The surface shall lock in both flat and upright positions.
 - (ii) The handle and its mounting bracket shall be made of Aluminum.
 - (iii) The trigger mechanism shall be made of Polyoxymethylene (POM-Copo) and Stainless.
 - (iv) It shall be possible to nest Flip-Top Tables together for storage.
- (d) Finishes
 - (i) Table worksurface and trim: High-Pressure Laminate (HPL): Foundation Laminate: Maple YM
 - (ii) Legs: Epoxy Powder Coat paint finish. Color: Platinum.



SECTION C – CHILDREN’S FURNITURE

E2.20 Item No. 19- Item 1 (CK-01): Children’s chair – 13 3/4” high

- (a) Standard of Acceptance:
 - (i) Haba: Favorit Stackable Chair. Model No: 809340 or equivalent in accordance with B6.
- (b) Dimensions: W (seat) 13” W (chair) 15”, D 12”, SH 13 ¾”
- (c) Construction:
 - (i) Frame made out of solid beech. Frame connected with dowel bonding, wood plug bonding and additional metal connection
 - (ii) Weight capacity of min. 225lbs
 - (iii) Seat and backrest made out of 10 layers of bonded beech wood veneers with rounded front edge
 - (iv) Light weight, non tipping and stackable
 - (v) Glide enhanced plastic
- (d) Finish:
 - (i) Color: Natural finish
- (e) Warranty: 10 years
- (f) Design intent:



E2.21 Item No. 20- Item 2 (CK-02): Children’s chair –15” high

- (a) Standard of Acceptance:
 - (i) Haba: Favorit Stackable Chair. Model No: 809350 or equivalent in accordance with B6.
- (b) Dimensions: W (seat) 14” W (chair) 16 1/4”, D 13 3/4”, SH 15”
- (c) Construction:
 - (i) Frame made out of solid beech. Frame connected with dowel bonding, wood plug bonding and additional metal connection
 - (ii) Weight capacity of min. 225lbs
 - (iii) Seat and backrest made out of 10 layers of bonded beech wood veneers with rounded front edge
 - (iv) Light weight, non tipping and stackable
 - (v) Glide enhanced plastic
- (d) Finish:
 - (i) Color: Natural finish
- (e) Warranty: 10 years

E2.22 Item 21 (CK-03): Children's Modular round stool - Small

- (a) Standard of Acceptance:
 - (i) Haba Modular Round Stool Model No. 140056 or equivalent in accordance with B6.
- (b) Dimensions: W 19 3/4" dia. SH 10 1/4"
- (c) Construction
 - (i) 175 lb. weight capacity
 - (ii) Polystyrene core with foam padding.
 - (iii) Synthetic leather cover is 100% polyester with a wipe-clean PVC coating
 - (iv) Fabric covers can be taken off with a zipper
 - (v) Rubberized, nonskid underside for stability
- (d) Finish:
 - (i) Cover: Synthetic leather: 100% Polyester fabric with PVC coating
 - (i) Durability: 50,000 abrasion rubs
 - (ii) Fade resistant
 - (iii) Flame Resistance: in conformity with EN 1021.1 and CAL 117
 - (iv) Cleaning: wipe off with water and synthetic leather cleaner
 - (v) Color: Color to be selected from manufacturer's full range.
- (e) Warranty: 10 years

E2.23 Item 22 (CK-04): Children's Modular round stool - Large

- (a) Standard of Acceptance:
 - (i) Haba Modular Round Stool Model No. 140061 or equivalent in accordance with B6.
- (b) Dimensions: W 23 3/4" dia. SH 14"
- (c) Construction
 - (i) 175 lb. weight capacity
 - (ii) Polystyrene core with foam padding.
 - (iii) Synthetic leather cover is 100% polyester with a wipe-clean PVC coating
 - (iv) Rubberized, nonskid underside for stability
- (d) Finish:
 - (i) Cover: Synthetic leather: 100% Polyester fabric with PVC coating
 - (i) Durability: 50,000 abrasion rubs
 - (ii) Fade resistant
 - (iii) Flame Resistance: in conformity with EN 1021.1 and CAL 117
 - (iv) Cleaning: wipe off with water and synthetic leather cleaner
 - (v) Color: Color to be selected from manufacturer's full range.
- (e) Warranty: 10 years

E2.24 Item 23 (CK-05): Children's all purpose table – 23 1/4" high

- (a) Standard of Acceptance:
 - (i) Haba Trapezoid Move Upp Table Model No. 450405 or equivalent in accordance with B6.
- (b) Dimensions: dimensions: 47-1/4"L x 23-3/4"D x 23 1/4" H
- (c) Construction:
 - (i) Table Worksurface: 1 1/4" birch veneer with cork-based natural linoleum surface. Rounded edges
 - (ii) Frame and Legs: Solid Birch wood. Internal cross nut bold and threaded rod connect table legs to corner piece and table frame. Strong double bolts draw table leg into the frame opening, for a solid, stable joint. Metal to metal connection.
 - (iii) Legs: Wood legs with (4) Plastic Glides
- (d) Finish:
 - (i) Table Worksurface: Allow for two colors: Light Blue L422 and Green L132
 - (ii) Legs: Wooden frame with solid wood legs.
- (e) Warranty: 10 years
- (f) Design Intent:



E2.25 Item 24 (CK-06): Children's computer table – 25 1/4" high

- (a) Standard of Acceptance:
 - (i) Haba Rectangular Move Upp Table Model No. 450105 or equivalent in accordance with B6.
- (b) Dimensions: dimensions: 47-1/4"L x 23-3/4"D x 25 1/4" H
- (c) Construction:
 - (i) Table Worksurface: 1 1/4" birch veneer with cork-based natural linoleum surface.
 - (ii) Rounded edges
 - (iii) Frame and Legs: Solid Birch wood. Internal cross nut bold and threaded rod connect table legs to corner piece and table frame. Strong double bolts draw table leg into the frame opening, for a solid, stable joint. Metal to metal connection.
 - (iv) Legs: Wood legs with (4) Plastic Glides
 - (v) Provide (1) grommet . Location to be confirmed on site by Contract Administrator.
- (d) Finish:
 - (i) Table Worksurface: Color: Green L132
- (e) Warranty: 10 years
- (f) Design Intent:



SECTION D – LIBRARY SHELVING

- E2.26 These specifications will cover the supply and installation of cantilever bracket-type metal shelving noted in E2.31 Shelving Itemization. Unless otherwise specified, the Contractor shall be responsible for the furnishing of all materials, labour, and apparatus necessary for the proper installation of all shelves and the associated components and/or accessories in accordance with the requirements hereinafter specified.
- E2.27 The specific location of shelving is to be reconfirmed with the Contract Administrator before installation.
- E2.28 Bidder shall include all relevant product information related to the bid price indicated on **Form B: Prices Section D – Library Shelving** with their bid submission, which shall include full supporting technical specifications.
- E2.29 Library Shelving, Adjustable Cantilever Type Metal Library Book Stack System Description:
- (a) Welded frame system with components consisting of:
 - (i) Welded frame;
 - (ii) Adjustable shelves and brackets of varying depth;
 - (iii) Base shelves;
 - (iv) Base shelf and brackets;
 - (v) Canopy tops.
 - (b) System shall be fully and easily adjustable, such that components are interchangeable and can be expanded or reconfigured as needed to suit collection growth and specialty shelving needs. End panels to be field removable and replaceable.
 - (c) All uprights and shelving units to be height adjustable in 25mm (1") increments and allow for conversion for the conversion of single to double faced units in the field.
 - (d) Floor and wall anchors and fully adjustable levelling system to be provided for each section.
 - (e) **Standard Unit Sizes:**
 - (i) Overall width of individual shelving units to be 915mm (36").
 - (ii) Overall heights to be 1676mm (66") and 1066mm (42") as noted in E2.28 SHELVING ITEMIZATION.
 - (iii) Single-faced unit overall depths to be 330/355mm (13/14"); double-faced unit overall depths to be 610mm (24").
 - (iv) Typical clear shelving depth to be 254mm(10") unless noted otherwise; base clear depth to be 280mm (11") unless noted otherwise.
 - (f) Components:
 - (i) Welded Frame Upright:
 - (i) The welded frame shall consist of 2 vertical upright columns constructed of a minimum 14 gauge steel. Upright column shall be 50 mm (2") deep with a32mm (1-1/4") face with 13mm (1/2") return flanges. The uprights shall have shelf attachment slots on 25mm (1") increments the entire length of the upright. Slots shall be 16mm (5/8") x 6mm (1/4"). Uprights shall include location indicators the entire length of upright on a minimum of 152mm (6") centers.
 - (ii) Non-welded frame cantilever type shelving units are not acceptable.
 - (ii) Top and Bottom Spreaders:
 - (i) The tubular top spreader shall be a minimum of 14 gauge steel tube 64mm (2.5") tall x 25mm (1") wide; welded to uprights.
 - (ii) The bottom spreader channel shall be a 16 gauge channel with built-in or predrilled capacity for floor levellers; welded to uprights.
 - (iii) Base Supports:
 - (i) Base support shall be provided for lateral unit stability. The support shall be min. 14 gauge steel 228mm (9") high with a 25mm (1") return on the bottom.

Support shall be bolted to frame upright and designed and constructed with shear tabs with interlock/mate with the upright to provide additional stability and assist in alignment of base support to frame. Base to incorporate a hole to allow for attachment of adjoining base units with a fastener. Base support design must allow the frame to transfer loads to floor or levellers. Base support brackets that put the bolted connection in shear are unacceptable.

(iv) Shelf End Brackets:

- (i) Minimum 16 gauge steel of a depth not less than that of the shelf on which they are used and shall extend not less than 152mm (6") above the top surface of the shelf. The top and front edges shall be flanged outwardly to a half round profile to prevent accidental knifing of material. Shelf brackets shall have a minimum of two hooks at the top for engaging into the column (post) and one safety lug/positioning tab to prevent accidental dislodgment at the bottom. Outward embossment in the upper front corner of the shelf brackets shall act as shelf spacers and prevent overlapping of shelf end brackets. For aesthetic reasons as well as to prevent sharp corners, the upper front corner of the shelf brackets shall have a radius of not less than 25mm (1"). The base of the end brackets will have two lanced tabs that interlock with the shelf and provide firm support for the shelf. Lance tabs and shelf shall be provided with 6 mm (1/4") holes for optional bolting of components. The front edge of the end bracket shall have a 15 degree slope.

(v) Base Shelves:

- (i) Shelves shall be formed from minimum 18 gauge cold rolled steel with a triple 90 degree bend on the rear of shelf and a double bend with a 76 mm (3") front height. Shelf ends to be turned down 90 degrees to engage and interlock into the shelf end brackets.

(vi) Adjustable Shelves:

- (i) Shelves shall be formed from minimum 18 gauge cold rolled steel with a triple 90 degree bend on both front and rear edges with a shelf thickness to be 19mm (0.75"). Shelf ends to be turned down 90 degrees to engage and interlock into the shelf end brackets. Shelves shall be no less than 6 mm (1/4") from actual dimension specified.
- (ii) Shelves shall support book loads of minimum 50 pounds per linear foot.
- (iii) Shelves shall include integral backstops of a minimum 50mm (2") high or shall include separate attachable backstops.

(vii) Backstops:

- (i) Backstops shall be adjustable where specified and available in a minimum height of 50mm (2") where fixed. Shelves shall support book loads of minimum 50 pounds per square foot.
- (ii) Backstops shall fit in to upright slots and be available in double sided configuration.

(viii) End Fillers: Steel full height end unit with closed top.

(ix) Wall anchor brackets:

- (i) Provide metal brackets for attaching single faced units to building walls that are securely fastened to welded frame top spreader and to structural wall element using prescribed hardware.
- (ii) All brackets shall be the same paint colour and material as the shelving frame.

(x) Accessories:

(i) End Panels

- ◆ Solid End Panel : Panels to be constructed 25mm (1") thick plywood with high pressure plastic laminate finish with flat profile matching 3mm PVC edge.
- ◆ Shelving End Panel: Panels to be constructed 25mm (1") thick plywood with high pressure plastic laminate finish with flat profile matching 3mm

PVC edge. Provide (1) heavy duty slat wall aluminum insert at 800mm above finished floor, and (1) heavy duty slat wall aluminum insert at 1220mm above finished floor.

- ◆ OPAC End Panel: Panels to be constructed 25mm (1") thick plywood with high pressure plastic laminate finish with flat profile matching 3mm PVC edge. Counter top to be constructed from 25mm (1") thick plywood with high pressure plastic laminate finish with flat profile matching 3mm PVC edge. Finish all sides. Solid panel to hide wire management to be constructed from 25mm (1") thick plywood with high pressure plastic laminate finish. Return panel on either sides to library end panel. Provide metal grommet on countertop panel. Countertop panel to be secured to shelving end panel with (2) concealed metal brackets. .
 - ◆ All corners to be rounded. Gables to encompass full height of library shelving supports, aligning with top canopy and be mechanically fastened to metal end supports. Width of panel to match finished width of shelving unit
- (ii) Canopy Tops: Flat, steel canopy tops to extend the full width and depth of the unit base, bracketed to uprights.
 - (iii) Solid Top Panel : Panels to be constructed 25mm (1") thick plywood with high pressure plastic laminate finish with flat profile matching 3mm PVC edge.
 - (iv) Integral Back Base Shelves: 280mm (11") clear depth, flat, fixed base shelf to include 76mm (3") base front with 2" min. backstop, end brackets and one wire divider per 915mm (36") opening.
 - (v) Closed Base Shelves with Dividers: 280mm (11") clear depth, flat, fixed base shelf with 4-5"H backstop slotted on 25mm (1") centers to accommodate dividers. Include back and brackets. Three dividers 6-9" high to be provided per 915mm (36") shelf
 - (vi) Adjustable Integral Back Shelves: 250mm (10") clear depth, flat, adjustable shelves to include 50mm (2") min. backstop, end brackets and one wire divider per 915mm (36") opening.
 - (vii) Divider Shelves with Adjustable Backstop: 250mm (10") clear depth, flat, adjustable shelving to include 4-5"H adjustable backstop slotted on 25mm (1") centers to accommodate dividers. Include back and brackets. Three dividers 6-9" high to be provided per 915mm (36") shelf.
 - (viii) Adjustable Levelers: Each base shelf to be equipped with fully adjustable levelers. Six per double-faced bay; four per single-faced bay.
 - (ix) Fixed Sloped Display Shelves: Sloped for face-out display of books of varying depths (up to 2") and heights 12-14"; end brackets to be included.
- (g) Periodical Base Shelves and Periodical Display Shelves:
- (i) Sloping display shelves hinged to an adjustable shelf and base shelf brackets.
 - (ii) Base shelves to be non-adjustable.
 - (iii) Shelving to accommodate a 14" high periodical, and be hinged to provide a clear storage height of 8" within. Mechanism to be included to allow shelf to stand in open position without assistance.
 - (iv) Lower edge of display shelf shall have a flange and turned up lip to provide a 1" clearance behind lip.
 - (v) Provide triple 90 degree bend on both front and rear edge to avoid sharp edges.
 - (vi) Include rubber bumpers for sound deadening.
 - (vii) Flat storage shelves shall have a minimum 12" depth.
 - (viii) Book Supports/Dividers (as noted): Each 915mm (36") flat shelf to include one sliding wire book support/divider that attaches to and slides along back edge of integral shelves. Divider shelves to include 5 hook on book supports/dividers of 6-9" in height. Additional wire supports/dividers for future use are listed in Equipment Itemization Table.

- (h) Finishes:
 - (i) All components to be formed and finished in a manner that has no exposed sharp edges to reduce risk of injury.
 - (ii) All metal components to be painted with an electrostatically applied powder coat paint that meets or exceeds specifications set forth by the American Library Association for Cantilever Bracket Type Metal Library Bookstacks published in their Library Technology Reports.
 - (iii) Paint colours to be selected from manufacturer's full range of paint finishes. Finishes to be guaranteed available for a period of 18 months after installation complete to facilitate ordering of additional shelving/components etc. if required.
 - (iv) End panels to receive a high pressure plastic laminate finish with matching 3mm flat profile PVC edging. Finish to be black, selected from manufacturer's standard range. Selection to be provided by Contract Administrator upon award of contract.
 - (v) Top panels to receive a high pressure plastic laminate finish with matching 3mm flat profile PVC edging. Finish to be black, selected from manufacturer's standard range. Selection to be provided by Contract Administrator upon award of contract.
- (i) Shop Drawings:
 - (i) Show fabrication, assembly, and installation details including descriptions of procedures and diagrams. Show complete extent of library bookstack installation layout including quantities, locations and types of accessory units required. Include notations and descriptions of all installation items and components.
 - (ii) Show installation details at non-standard conditions, if any.
 - (iii) Provide layout, dimensions, and identification of each unit corresponding to sequence of installation and erection procedures.
 - (iv) Provide installation schedule and complete erection procedures to ensure proper installation.
 - (v) Submit minimum 76mm square samples of each colour and texture on actual substrate for each component to remain exposed after installation.
- (j) Installation:
 - (i) Install library book stacks in accordance with reviewed shop drawings and manufacturer's printed instructions.
 - (ii) Installation to be performed by a skilled tradesman employed by specialty company recognized and trained as approved installer by manufacturer with successful experience on projects of similar size, requirements and complexity.
 - (iii) Follow manufacturer's written instructions for installation of each type of accessory item specified. Verify accessory unit alignment and plumb after installation. Correct if required following manufacturer's instructions.
 - (iv) Securely fasten single faced units to walls using prescribed hardware as per manufacturer's written instructions.
 - (v) Remove components that are chipped, scratched, or otherwise damaged and which do not match adjoining work. Replace with new matching units, installed as specified and in manner to eliminate evidence of replacement.
 - (vi) Adjust all accessories to provide smoothly operating, visually acceptable installation.
 - (vii) Comply with manufacturer's printed instructions for cleaning and touch-up of minor finish damage. Remove and replace work that cannot be successfully cleaned and repaired or permanently eliminate evidence of damage.
- (k) Warranty:
 - (i) Manufacturer's Product Warranty: provide an extended warranty for Work of this Section consisting of a Limited Lifetime Warranty from date of completed installation (Total Performance) of the Work. Manufacturer hereby warrants library stack systems against defects in materials and workmanship, and these or other observed defects and deficiencies will be repaired or replaced to the satisfaction of the Consultant and Owner, and at no expense to Owner.

E2.30 SHELVING ITEMIZATION

Area	Code	Height	Description	Units	Type of Shelving
<p>LIBRARY SHELVING (SL-01) Double faced cantilever weld frame; 66"H x 36"W shelving units *Refer to drawings to confirm number of ganged shelving units per item type and quantities of shelving required. Refer to drawings for locations of display shelving. Refer to specifications for shelving depths.</p>					
MAIN LIBRARY AREA 112	SL-01A	66"	Double faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	5 DF bays	Each face of unit to consist of the following: - 1 fixed integral back base shelf - 4 adjustable integral back shelves -2 fixed sloped display shelf (display shelf at top- refer to plans for locations)
MAIN LIBRARY AREA 112	SL-01B	66"	Double faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	5 DF bays	Each face of unit to consist of the following: - 1 fixed integral back base shelf -3 adjustable integral back shelves -5 fixed sloped display shelf (display shelf at top- refer to plans for locations)
MAIN LIBRARY AREA 112	SL-01C	66"	Double faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	3 DF bays	Each face of unit to consist of the following: - 1 periodical display base shelf c/w flat storage shelf behind - 3 periodical display shelves c/w flat storage shelf behind

Area	Code	Height	Description	Units	Type of Shelving
MAIN LIBRARY AREA 112	SL-01D	66"	Double faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	3 DF bays	Each face of unit to consist of the following: <ul style="list-style-type: none"> - 1 fixed integral back base shelf - 4 adjustable integral back shelves -2 fixed sloped display shelf (display shelf at top- refer to plans for locations)
MAIN LIBRARY AREA 112	SL-01E	66"	Double faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	3 DF bays	Each face of unit to consist of the following: <ul style="list-style-type: none"> - 1 fixed integral back base shelf with 1 wire book support - 4 adjustable integral back shelves
MAIN LIBRARY AREA 112	SL-01F	66"	Double faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	3 DF bays	Each face of unit to consist of the following: <ul style="list-style-type: none"> - 1 closed base shelf with dividers - 5 adjustable divider shelves -2 sloped display shelf (display shelf to be second shelf from top – refer to plans for locations.)

LIBRARY SHELVING (SL-02)

Double faced cantilever weld frame; 42"H x 36"W shelving units

*Refer to drawings to confirm number of ganged shelving units per item type and quantities of shelving required. Refer to drawings for locations of display shelving . Refer to specifications for shelving depths.

<p>MAIN LIBRARY AREA 112</p>	<p>SL-02A</p>	<p>42"</p>	<p>Double faced (DF), 42"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels</p>	<p>5 DF bays</p>	<p>Each face of unit to consist of the following: - 1 fixed integral back base shelf - 2 adjustable integral back shelves</p>
<p>MAIN LIBRARY AREA 112</p>	<p>SL-02B</p>	<p>42"</p>	<p>Double faced (DF), 42"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels</p>	<p>5 DF bays</p>	<p>One face of unit to consist of the following: - 1 fixed integral back base shelf - 2 adjustable integral back shelves One face of unit to consist of the following: -1 closed base shelf with dividers -3 adjustable divider shelves</p>

Area	Code	Height	Description	Units	Type of Shelving
<p>LIBRARY SHELVING (SL-03) Single faced cantilever weld frame; 42"H x 36"W shelving units *Refer to drawings to confirm number of ganged shelving units per item type and quantities of shelving required. Refer to specifications for shelving depths.</p>					
LIBRARY SERVICES WORKROOM 103	SL-03	66"	Single faced (DF), 66"H 36"W freestanding units c/w metal canopy tops and plastic laminate faced end panels	5 DF bays	Each face of unit to consist of the following: - 1 fixed integral back base shelf - 5 adjustable integral back shelves
<p>LIBRARY SHELVING ACCESSORIES * Quantities listed are for future modification purposes and are in addition to the shelving quantities and number of supports to be included per shelf as per base specifications.</p>					
STORAGE	-	-	Adjustable Shelf (in addition to those specified above)	10	-Adjustable Integral back shelf
STORAGE	-	-	Wire Book Supports (in addition to those specified above)	50	

LIBRARY SHELVING END PANELS

* Refer to drawings for locations.

MAIN LIBRARY AREA 112	EP-1	67"(+/-)	Plywood c/w High Pressure Plastic Laminate Face End Panel; 24/26"W x 67"H(+/-) Align height of end panel with top of solid top panel.	13	-Solid End Panel
MAIN LIBRARY AREA 112	EP-2	67"(+/-)	Plywood c/w High Pressure Plastic Laminate Face End Panel; 24/26"W x 67"H(+/-) Align height of end panel with top of solid top panel.	25	-Shelving End Panel
MAIN LIBRARY AREA 112	EP-3	67"(+/-)	Plywood c/w High Pressure Plastic Laminate Face End Panel; 24/26"W x 67"H(+/-) Align height of end panel with top of solid top panel.	2	- OPAC End Panel
MAIN LIBRARY AREA 112	EP-4	43"(+/-)	Plywood c/w High Pressure Plastic Laminate Face End Panel; 24/26"W x 43"H(+/-) Align height of end panel with top of solid top panel.	12	-Solid End Panel

SECTION E – WORKSTATIONS

E2.31 Item no. 26 (WS-01) : Sit Stand workstation

- (a) Acceptable product: Teknion Livello Workstation Height Adjustable Table. Model No: LVWR.1S.R.24.60.YM.6.60/7.N or equivalent in accordance with B6.
- (b) Dimensions: Surface Nominal W72" D24", Adjustment range H29"-49"
- (c) Construction:
 - (i) Table work surface: Rectangular 1" thick high-pressure laminate surface with straight trim and square corners. Extended corner is two piece construction, joined with steel plates for strength and tight joint.
 - (ii) Provide one grommet per workstation.
 - (iii) Height Adjustment:
 - (i) Counterbalance: Release handle allows up/down function : Charging crank handle is stored beneath the worksurface and is only used to add/subtract counterbalance charge for the table. Supports sit-to-stand height-adjustment
 - (ii) Counterbalance mechanism to provide smooth, continuous user adjustment Height adjustable from 49" to 29". Adjustment range is 20".
 - (iii) Counterbalances up to 150lbs including the weight of the worksurface. Safety mechanism to prevent table from dropping or springing up if it is over or under weighted
 - (iv) Legs: C leg. Metal leg with a powder coat finish. Provide levelers with a leveling range of 1" .
- (b) Finish:
 - (i) Base: Pre-finished height adjustable column mechanism; epoxy powder coat paint finish mechanism base. Colour to be selected by Contract Administrator from manufacturer's full range of colours;
 - (ii) (ii) Top: High pressure plastic laminate & 3mm straight trim laminate edge; colour to match top. Colour to be selected by Contract Administrator from manufacturer's full range of colours.
- (c) Warranty: Limited lifetime warranty; excluding glides (5 years), veneers (5 year warranty) and user-adjustable mechanisms (5 year warranty) and grommets (1year).
- (d) Design intent:



E2.32 Item no. 27 (KT-01) : Keyboard Tray

- (a) Acceptable product:
 - (i) Teknion Tiers "T4" Large Phenolic. Model No: YKT4A.1.2 or equivalent in accordance with B6.
- (b) Construction:
 - (i) Keyboard tray must be able to be mounted below a sit-stand desk
 - (ii) Removable anti-microbial tiers thin edge palmrest. Tiers thin edge palmrest can be securely placed anywhere along the front of the tray without the use of tools.
 - (iii) Platform is non-handed and can be easily repositioned for left or right hand use by the user.
- (c) Finish: Silver Grey

E2.33 Item no. 28 (WS-02) : Desk Screen Edge

- (a) Acceptable product:
 - (i) Standard of Acceptance: Teknion Fabric Desk Edge Screen. Model No: HTNF.M.13.42.1003.Gr. 1.60/7 or equivalent in accordance with B6.
- (b) Dimensions: W42" H27" (13" above desk height)
- (c) Construction: Tackable fabric screen with aluminum frame
- (d) Finish:
 - (i) Fabric: Recycled polyester. Grade 1 Fabric. Color: Teknion India. Style No, 1003. Color to be selected from manufacturer's full range.
 - (ii) Frame: Epoxy Powder Coat Paint, Colour to be selected from manufacturer's full range

E2.34 Item no. 29 – (MP-01) – Mobile pedestal w/ casters.

- (a) Standard of Acceptance:
 - (i) Teknion Ledger Mobile Pedestal . Model No: LPWN.PSF.18.15.D1.A. 83V.R or equivalent in accordance with B6.
- (b) Dimensions: W 15" D 18" H 25.4"
- (c) Construction:
 - (i) Pencil, small box, file
 - (ii) Case is a welded (MIG and Spot) assembly of the following steel parts:
 - (i) Case skin (back and sides) is constructed of 20 Ga. (.036") flanged steel, and is reinforced with 20 Ga. (.036") vertical steel upright frames spot welded at the sides (2 per side). The frames feature slots for precision placement of drawer slides.
 - (ii) Base is made up of a 20 Ga. (.036") flanged steel and reinforced with two 20 ga. (.036") steel base stiffeners.
 - (iii) Top is constructed of 20 Ga. (.036") flanged steel, featuring a slot for lock house set.
 - (iv) An 18 Ga. (.048") steel top stiffener is welded at the front of the top for support of top loads and reinforcing the case.
 - (v) Casters are 3.4" high, feature a 11mm friction ring stem and a 75mm nylon wheel, front casters are lockable.
 - (vi) Interlock module provided for each unit with two or more drawers which allows only one drawer to open at a time.
 - (vii) Anti-bounce-back safety feature prevents drawers from sliding open once closed. The slides have a load rating of 200 lbf.
- (d) Finish:
 - (i) Paint finish: Anthracite 68/X.
- (e) Warranty: : Limited Lifetime
- (f) Design intent:



SECTION F – SPECIALITY ITEMS

E2.35 Item no. 30 – (BB) – Book Bins

- (a) Standard of Acceptance:
 - (i) Whitney Brothers, Mobile Book Storage Island, Model: WB0383 or equivalent in accordance with B6.
- (b) Dimensions: Approximate (+/-)19"D x 44"W x 30"H
- (c) Construction:
 - (i) Double-sided plywood cabinet with slotted, front book display above and three
 - (ii) Compartments below.
 - (iii) Hardware: Heavy duty locking casters.
- (d) Finish:
 - (i) Birch laminate, natural UV finish.
- (e) Warranty: Lifetime warranty.

E2.36 Item No. 31: (SH) - Storage Shelving

- (a) Standard of Acceptance:
 - (i) Easy-Up Shelving Systems by North American Steel or equivalent in accordance with B6.
- (b) Dimensions: 18" W x 36" L x 74"H
- (c) Construction:
 - (i) Supports: Medium duty, 14 gauge steel
 - (ii) Shelving: Minimum 14 gauge steel, four adjustable height shelves plus base and top shelf.
 - (iii) Decking: 5/8" medium density industrial grade particleboard, installed without use of nuts or bolts
 - (iv) Shelves are adjustable in 1" increments
- (d) Finish:
 - (i) Light grey

E2.37 Item No. 32 (DC)- Glass Display Case

- (a) Standard of Acceptance:
 - (i) Lighted Glass Display Counter with Adjustable Shelf by Displays2Go. Model No. IAPV60LED or equivalent in accordance with B6.
- (b) Dimensions: 23.8W x 58" L x 38"H
- (c) Construction:
 - (i) Freestanding base with 14.5" base height c/w hidden enclosed storage area with lock
 - (ii) Comes with 1 height adjustable tempered glass shelf
 - (iii) Tempered glass case c/w lockable sliding glass door.
 - (iv) Floor levellers
- (d) Finish:
 - (i) Black

SECTION G– OUTDOOR FURNITURE

E2.38 Item no. 33 – (OF-01) – Reclined lounged chair.

- (a) Standard of Acceptance:
 - (i) Loll Designs: Lollygagger Chaise . Model No. LC-LC or equivalent in accordance with B6.
- (b) Dimensions: 26" W x 74" D x 29.75" H
- (c) Construction:
 - (i) Made from 100% recycled high-density polyethylene (HDPE) with UV Stabilizer to resist fading.
- (d) Finish: To be selected from manufacturer's full range.
- (e) Warranty: Lifetime warranty.

E2.39 Item no. 34 –(OF-02) – Outdoor Sofa

- (a) Standard of Acceptance:
 - (i) Loll Designs: No. 9 Sofa Model No. NO-NO9S or equivalent in accordance with B6.
- (b) Dimensions: 44" W x 29.5" D x 28.25" H
- (c) Construction:
 - (i) Made from 100% recycled high-density polyethylene (HDPE) with UV Stabilizer to resist fading.
- (d) Finish: To be selected from manufacturer's full range.
- (e) Warranty: Lifetime warranty.

E2.40 Item no. 35 – (OF-03) – Outdoor Lounge Chair

- (a) Standard of Acceptance:
 - (i) Loll Designs: No. 9 Lounge Model No. NO-NO9 or equivalent in accordance with B6.
- (b) Dimensions: 23" W x 29.5" D x 28.25" H
- (c) Construction:
 - (i) Made from 100% recycled high-density polyethylene (HDPE) with UV Stabilizer to resist fading.
- (d) Finish: To be selected from manufacturer's full range.
- (e) Warranty: Lifetime warranty.

E2.41 Item no. 36 – (OF-04) – Gathering Table

- (a) Standard of Acceptance:
 - (i) Loll Designs: Fresh Air Table 62 Model No. FA-T62 or equivalent in accordance with B6.
- (b) Dimensions: 62" W x 30" D x 31.5" H
- (c) Construction:
 - (i) Made from 100% recycled high-density polyethylene (HDPE) with UV Stabilizer to resist fading.
- (d) Finish: To be selected from manufacturer's full range.
- (e) Warranty: Lifetime warranty.

E2.42 Item no. 37 – (OF-05) – Bench

- (a) Standard of Acceptance:
 - (i) Loll Designs: Fresh Air Bench 48 Model No. FA-B48 or equivalent in accordance with B6.
- (b) Dimensions: 47.5" W x 10" D x 18.5" H
- (c) Construction:
 - (i) Made from 100% recycled high-density polyethylene (HDPE) with UV Stabilizer to resist fading.
- (d) Finish: To be selected from manufacturer's full range.
- (e) Warranty: Lifetime warranty.

E2.43 Item no. 38– (OF-06) – Circular End Table

- (a) Standard of Acceptance:
 - (i) Loll Designs: Satellite End Table. Model No. SA-ER18 or equivalent in accordance with B6.
- (b) Dimensions: 18"D x 16" H
- (c) Construction:
 - (i) Made from 100% recycled high-density polyethylene (HDPE) with UV Stabilizer to resist fading.
- (d) Finish: To be selected from manufacturer's full range.
- (e) Warranty: Lifetime warranty.