

SECTION 125100 – OFFICE FURNITURE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes office furniture.
 - 1. Storage Units
 - a. Credenza Unit
 - 2. Lecterns
 - 3. Tables
 - a. Conference/Collaboration Tables
 - b. Occasional Tables
 - c. Laptop Table/Side Table
 - d. Training Tables
 - e. Maker Casework/Tables
 - f. Work Table tops
 - g. Study Tables

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. Including details, material descriptions, dimensions of individual components and profiles, and finishes for office furniture.
 - 2. Include electrical characteristics of electrical components, devices, and accessories, including task lights.
 - 3. Include storage unit accessory options and locking components/devices.
- B. Samples for Initial Selection: For office furniture with factory-applied color finishes.
- C. Samples for Verification for Components and Upholsteries: For each type of finish, color, and texture specified, not less than 5 by 5 inches in size.

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- D. Samples for Verification Purposes: For the following Samples, prepared from same material to be used for the work.
 - 1. 12-inch square samples of each panel fabric required.
 - 2. 12-inch square samples of each paint finish required.
 - 3. 12-inch square samples of each wood finish required.
 - 4. 12-inch square samples of each plastic or wood laminate.
 - 5. 12-inch square samples of each glass finish required.
 - 6. Drawer pull in specified finish.
- E. Office Furniture Schedule: For office furniture. Use same designations indicated on Drawings.
- F. Installation Schedule: For office furniture indicating scheduling plan per floor, per room. This shall include all trades and coordination for full installation. All schedules must be vetted with the Construction Manager for approval.
- G. Shop Drawings:
 - 1. Full plan layout indicating locations of each furniture piece.
 - 2. Elevations and 3D drawings to verify dimensions and indicating the finishes.
 - 3. Wiring diagram of each workstation type – plan & elevation indicating power/data/phone receptacle locations for base building power coordination.

1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For firms and persons specified in the “Quality Assurance” Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of Architects and Owners, and other information specified.
- B. Product Certificates: For systems furniture, stating that material furnished complies with specified requirements. Include supporting certified laboratory testing data indicating that material meets specified test requirements for support capability and fire resistance.
- C. Sample Warranty: For Owner review. Include options for extend warranty.

1.6 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For office furniture to include in maintenance manuals.
- B. Furnish not less than two percent of each type, color, and pattern of system components exclusive of material required to properly complete installation.
 - 1. Furnish accessory components as required.

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2. Furnish replacement materials from the same production run as materials installed.
- C. Package replacement materials with protective covering, identified with appropriate labels and, upon completion of installation, deliver to storage area specified by Architect

1.7 QUALITY ASSURANCE

- A. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance over the past 5 years.
- B. Source Limitations: Provide each type office furniture from single source from single manufacturer.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to Project site in original packages with seals unbroken, with identification labels intact using same designations indicated on Drawings, and directions for storage.
- B. Storage and Protection: Store materials in their original undamaged packages in a clean, dry, protected location and within temperature/humidity range required by manufacturer. Protect stored materials from direct sunlight.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Provide office furniture to comply with requirements in this Section and Part 3 "Office Furniture Schedule" Article.

2.2 PERFORMANCE REQUIREMENTS

- A. Provide components which meet requirements of "First Generation Voluntary Panel Systems Standard," as published by the Business and Institutional Furniture Manufacturers Association (BIFMA).
- B. Fire Resistance Requirements: Provide components which pass Class A requirements of ASTM E 84 including upholstery and acoustical cores.

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- C. Furniture Installer shall be required to coordinate the power supply and cable management throughout the furniture systems with the source requirements of the base building. Installer's contractor shall provide power boxes with plugs/sockets/data ports meeting the electrical requirements. They shall provide customized cutouts in the panels to accommodate the receptacles. All modifications must maintain approvals from Architect and the furniture manufacturer in order to maintain any product warranties.

2.3 MATERIALS

- A. General: Provide casegood furniture of standard construction with details, finishes and materials consistent throughout. All items of the casegood furniture must be free from sharp edges, burrs or other defects which compromise the operation or are harmful to persons or materials in contact with them.
- B. UL Certification: Provide electrical components that are UL listed.
- C. Electrical Provisions: Provide electrical supply at base. Supply to include modular system, accessible from either side of raceway. All electrical components UL listed. Provide grommet and wire management provisions as required to maintain ease in access to the electrical/data supply at base.
- D. Connectors: Provide straight, 2-way, 3-way, 4-way corner panel connectors, high-low connectors, end caps and trim fillers to provide casegood furniture configurations and overall finished installation as indicated. Use drawings of each office configuration to determine locations of connectors and trim hardware. System manufacturer is responsible for final hardware count.

2.4 FINISHES

- A. Painted Metal Finish: High temperature baked, powder-coated enamel. Colors as scheduled.
- B. Tackable surface Fabrics: Provide colors as scheduled.
- C. Glass: Provide as indicated in Furniture Schedules.
- D. Plastic or Wood Laminate: Provide as indicated in the Furniture Schedules.
- E. Wood Veneers: Provide as indicated in the Furniture Schedules.

2.5 FABRICATION

- A. Shop Assembly: Preassemble items in shop to greatest extent possible to minimize field splicing and assembly. Disassemble units only as necessary for shipping and

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handling limitations. Use connections that maintain structural value of joined pieces. Clearly mark units for reassembly and coordinated installation.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas and conditions where office furniture will be installed, with installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of office furniture.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Protect finished surfaces from damage during installation of office furniture.

3.3 INSTALLATION

- A. Install office furniture level and plumb, aligned, at locations indicated on Drawings according to manufacturer's written instructions.
- B. Provide accessories indicated and anchors, fasteners, inserts, and other items required for installing and attaching units to adjoining construction.
- C. Remove stickers and other temporary labels from office furniture.

3.4 ADJUSTING AND CLEANING

- A. On completion of installation, including work of other trades, lubricate, test, and adjust each office furniture unit to operate easily and to comply with manufacturer's specifications.
- B. Clean installed office furniture on exposed and semiexposed surfaces. Touch up shop-applied finishes to restore damaged or soiled areas.

3.5 PROTECTION

- A. Provide final protection and maintain conditions, in a manner acceptable to manufacturer and installer, that ensure office furniture are without damage or deterioration at the time of Substantial Completion.

3.6 OFFICE FURNITURE SCHEDULE

- A. Refer to Series A11 for Furniture Floor Plans.
- B. Refer to the Furniture Specifications Manual for the Furniture Schedule

END OF SECTION 125100

SECTION 125200 – SEATING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes seating.
- B. Seating
 - 1. Task Seating
 - 2. Guest Seating
 - 3. Conference Seating
 - 4. Side Chairs
 - 5. Bar Height Stools
 - 6. Lounge Seating
 - 7. Ottoman Seating
 - 8. Bench Seating
 - 9. Children Seating
 - 10. Tiered Seating

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. Including details, material descriptions, dimensions of individual components and profiles, and finishes for seating.
- B. Samples for Initial Selection: For seating with factory-applied color finishes.
- C. Samples for Verification for Components and Upholsteries: For each type of finish, color, and texture specified, not less than 5 by 5 inches in size.
- D. Seating Schedule: For seating. Use same designations indicated on Drawings.

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1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For firms and persons specified in the "Quality Assurance" Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of Architects and Owners, and other information specified.

1.6 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For seating to include in maintenance manuals.

1.7 QUALITY ASSURANCE

- A. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance over the past 5 years
- B. Source Limitations: Provide each type seating from single source from single manufacturer.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials to Project site in original packages with seals unbroken, with identification labels intact using same designations indicated on Drawings, and directions for storage.
- B. Storage and Protection: Store materials in their original undamaged packages in a clean, dry, protected location and within temperature/humidity range required by manufacturer. Protect stored materials from direct sunlight.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Provide seating to comply with requirements in this Section and Part 3 "Seating Schedule" Article.

2.2 FABRICATION

- A. Shop Assembly: Preassemble items in shop to greatest extent possible to minimize field splicing and assembly. Disassemble units only as necessary for shipping and

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handling limitations. Use connections that maintain structural value of joined pieces. Clearly mark units for reassembly and coordinated installation.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas and conditions where seating will be installed, with installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of seating.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Protect finished surfaces from damage during installation of seating.

3.3 INSTALLATION

- A. Install seating level and plumb, aligned, at locations indicated on Drawings according to manufacturer's written instructions.
- B. Provide accessories indicated and anchors, fasteners, inserts, and other items required for installing and attaching units to adjoining construction.
- C. Remove stickers and other temporary labels from seating.

3.4 ADJUSTING AND CLEANING

- A. On completion of installation, including work of other trades, lubricate, test, and adjust each seating unit to operate easily and to comply with manufacturer's specifications.
- B. Clean installed seating on exposed and semiexposed surfaces. Touch up shop-applied finishes to restore damaged or soiled areas.

3.5 PROTECTION

- A. Provide final protection and maintain conditions, in a manner acceptable to manufacturer and installer, that ensure seating are without damage or deterioration at the time of Substantial Completion.

3.6 SEATING SCHEDULE

- A. Refer to Series A11 for Furniture Floor Plans.
- B. Refer to the Furniture Specifications Manual for the Furniture Schedule

END OF SECTION 125200

SECTION 125900 – SYSTEMS FURNITURE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to the work of this Section.

1.2 SUMMARY

- A. Section Includes: Systems furniture components, include the following:
 - 1. Benching systems
- B. Extent, locations, and details of systems furniture are indicated on Drawings and in schedules.
- C. Electrical connections to systems furniture are specified elsewhere in a Division 26 Section.

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. Include construction details, material descriptions, dimensions of components, and finishes for systems furniture.
 - 2. Include electrical characteristics of electrical components, devices, and accessories, including task lights.
 - 3. Include storage unit accessory options and locking components/devices.
- B. Shop Drawings:
 - 1. Full plan layout indicating location of the system furniture and private office layouts.
 - 2. Wire diagram indicating location of base building power/data feed and system furniture power/data receptacle locations.

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3. Plans, elevations, 3D drawings of benching systems for Architect review and approval.
- C. Samples for Verification Purposes: For the following Samples, prepared from same material to be used for the work.
1. 12-inch square samples of each panel fabric required.
 2. 12-inch square samples of each paint finish required.
 3. 12-inch square samples of each wood finish required.
 4. 12-inch square samples of each plastic or wood laminate.
 5. 12-inch square samples of each glass finish required.
 6. Drawer pull in specified finish.
- D. Installation Schedule: For office furniture indicating scheduling plan per floor, per room. This shall include all trades and coordination for full installation. All schedules must be vetted with the Construction Manager for approval.

1.5 INFORMATIONAL SUBMITTALS

- A. Product Certificates: For systems furniture, stating that material furnished complies with specified requirements. Include supporting certified laboratory testing data indicating that material meets specified test requirements for support capability and fire resistance.
- B. Sample Warranty: For Owner review. Include options for extend warranty.

1.6 CLOSEOUT SUBMITTALS

- A. Maintenance Data: Include necessary data for maintenance of systems furniture.

1.7 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish not less than two percent of each type, color, and pattern of system components exclusive of material required to properly complete installation.
1. Furnish accessory components as required.
 2. Furnish replacement materials from the same production run as materials installed.
 3. Package replacement materials with protective covering, identified with appropriate labels and, upon completion of installation, deliver to storage area specified by Architect.

1.8 QUALITY ASSURANCE

- A. Installer Qualifications: Firm specializing in systems furniture installation with not less than 5 years of experience installation of systems furniture similar to that required by the project.
- B. Custom items must be of quality comparable to standard systems furniture components from that manufacturer.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Comply with instructions and recommendations of manufacturer for special delivery, storage and handling requirements.

1.10 SEQUENCING AND SCHEDULING

- A. Sequence systems furniture installation with other work to minimize possibility of damage and soiling during remainder of construction period.

1.11 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace components of systems furniture that fail in materials or workmanship within specified warranty period.
 - 1. Failures include, but are not limited to, the following:
 - a. Manufacturer to provide options for Owner review for failures in panel connections and overhead components.
 - 2. Warranty Periods: As follows, from date of Substantial Completion.
 - a. To be determined

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Basis-of-Design Product for Workstations: Subject to compliance with requirements, provide Steelcase Inc.; Frame One Benching system, or comparable products by one of the following:
 - 1. Herman Miller Worldwide; Canvas Layout Studio.

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2. Knoll International; Antenna Workspace
3. Allsteel; Stride

- B. Single Source Responsibility: Provide systems furniture components produced by a single manufacturer.

2.2 PERFORMANCE REQUIREMENTS

- A. Provide components which meet requirements of "First Generation Voluntary Panel Systems Standard," as published by the Business and Institutional Furniture Manufacturers Association (BIFMA).
- B. Fire Resistance Requirements: Provide components which pass Class A requirements of ASTM E 84 including upholstery and acoustical cores.

2.3 SYSTEMS FURNITURE DESCRIPTION

- A. Provide complete system with relocatable, modular components of systems furniture including but not limited to panels, panel connectors, bases, installation brackets, wiring channels, power feeds, and electronic support components.
- B. Accessories at Each Benching Workstation:
1. CPU holder as indicated in schedule.
- C. Furniture Installer shall be required to coordinate the power supply and cable management throughout the furniture systems with the source requirements of the base building. Installer's contractor shall provide power boxes with plugs/sockets/data ports meeting the electrical requirements. They shall provide customized cutouts in the panels to accommodate the receptacles. All modifications must maintain approvals from Architect and the furniture manufacturer in order to maintain any product warranties.

2.4 MATERIALS

- A. General: Provide systems furniture of standard construction with details, finishes and materials consistent throughout. All items of systems furniture must be free from sharp edges, burrs or other defects which compromise the operation or are harmful to persons or materials in contact with them.
- B. UL Certification: Provide electrical components that are UL listed.
- C. Provide panels with the following face finish: See the furniture project manual specifications for requirements.

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- D. Acoustical Performance: Provide panel construction and textile covering capable of high performance acoustical level, NRC rating of 85, STC rating of 20-25.
- E. Electrical Provisions: Provide electrical supply at base. Supply to include modular system, accessible from either side of raceway. All electrical components UL listed. Provide grommet and wire management provisions as required to maintain ease in access to the electrical/data supply at base.
- F. Connectors: Provide straight, 2-way, 3-way, 4-way corner panel connectors, high-low connectors, end caps and trim fillers to provide workstation configurations and overall finished installation as indicated. Use drawings of workstation configurations to determine locations of connectors and trim hardware. System manufacturer is responsible for final hardware count.

2.5 FINISHES

- A. Painted Metal Finish: High temperature baked, powder-coated enamel. Colors as scheduled.
- B. Panel Fabrics: Provide colors as scheduled.
- C. Glass: Provide as indicated in Furniture Schedules.
- D. Plastic or Wood Laminate: Provide as indicated in the Furniture Schedules.
- E. Wood Veneers: Provide as indicated in the Furniture Schedules.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas and conditions in which systems furniture will be installed, with installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of systems furniture. Verify locations of power feeds, positioning of exits and aisle ways and overall dimensions of space and systems installation.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Prior to installation of systems furniture, vacuum floor surface to remove dust, debris and loose particles.

- B. Verify that components, including size and finish, are those specified before installing.

3.3 INSTALLATION

- A. Install systems furniture to comply with manufacturer's written instructions and approved shop drawings.
- B. Install systems furniture and accessories after finishing operations, including painting have been completed.
- C. Install systems furniture to comply with final layout drawings in strict compliance with manufacturer's printed instructions. Position units level, plumb; at proper location relative to adjoining units and related work. Adjust accessories to provide visually acceptable installation and smooth operation of moving parts without binding or racking.

3.4 FIELD QUALITY CONTROL

- A. Remove and replace components that are chipped, scratched, or otherwise damaged, which do not match adjoining work or do not operate properly.
- B. Provide new matching units, installed as specified and in manner to eliminate evidence of replacement.

3.5 CLEANING

- A. Immediately upon completion of systems furniture installation, clean components and surfaces.
- B. Remove surplus materials, rubbish and debris resulting from installation upon completion of work and leave areas of installation in neat, clean condition.

3.6 DEMONSTRATION

- A. Upon completion of installation of systems furniture units, test to demonstrate capability and compliance with requirements. Replace any units which do not operate smoothly.

3.7 PROTECTION

- A. Protect systems furniture against damage during remainder of construction period. Advise Architect of additional protection needed to ensure that systems furniture will be without damage or deterioration at time of Substantial Completion.

3.8 SCHEDULE OF SYSTEMS FURNITURE

- A. General: Provide related panel hardware accessories as required for structural stability, corner filler posts, mounting brackets, etc.
- B. Colors: As indicated in the Furniture Project Manual
- C. Schedule: As indicated in Drawing Series A11 and the Furniture Project Manual.

END OF SECTION 125900