



REQUEST FOR QUOTATION
Furniture Fixtures and Equipment for City of Iqaluit – Operations Centre
2023-RFQ-141



REQUEST FOR QUOTATION
FOR THE PROVISION OF

**FURNITURE FIXTURES AND EQUIPMENT
FOR
CITY OF IQALUIT – OPERATIONS CENTRE**

BID CALL: May 2, 2023

QUOTATIONS DUE: May 23, 2023

2023-RFQ-141



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Furniture Fixtures and Equipment for City of Iqaluit – Operations Centre
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Receipt Confirmation Schedule

To: City of Iqaluit
Attention: Tamiore Adeleke
Title: Project Officer of Engineering and Capital Projects
Address: 901 Nunavut Drive
P.O Box 460
Iqaluit, Nunavut, X0A 0H0
Email: t.adeleke@iqaluit.ca

Bidders are requested to acknowledge receipt of 2023-RFQ-141 and their intent to submit a Quotation by sending this Receipt Confirmation Schedule by email to the attention of the RFQ Coordinator. Bidders submitting this Receipt Confirmation Schedule will be notified of any addendum issued to this RFQ, which will be forwarded to the person whose name is identified.

I hereby acknowledge receipt of this above-noted RFQ.

(Please check your answer)

I / We DO ☐ DO NOT ☐ Intend to submit a Quotation to this RFQ.

Representative's contact information:

_____ Name	_____ Representative's Signature
_____ Address	_____ Name – Please Print
_____ City, Province/ Territory, Postal Code	_____ Title
_____ Phone	_____ Email
_____ Date	

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PART 1 INTRODUCTION

1.1 Rules of Interpretation

This RFQ shall be interpreted according to the following provisions, unless the context requires a different meaning:

- a) Unless the context otherwise requires, wherever used herein the plural includes the singular, the singular includes the plural, and each of the masculine and feminine includes the other gender.
- b) Words in the RFQ shall bear their natural meaning unless otherwise expressly defined.
- c) In construing the RFQ, general words introduced or followed by the word other or including or in particular shall not be given a restrictive meaning because they are followed or preceded (as the case may be) by particular examples intended to fall within the meaning of the general words.
- d) Time periods will be strictly applied.
- e) The following terminology applies in the RFQ:
 - i. Whenever the terms must or shall are used in relation to the City of Iqaluit or the Bidder, such terms shall be construed and interpreted as synonymous and shall be construed to read the City of Iqaluit shall or the Bidder shall, as the case may be.
 - ii. The term “should” relates to a requirement that the City of Iqaluit would like the Bidder to address in its Quotation.
 - iii. The term will describes a procedure that is intended to be followed.
 - iv. “Contractor” or “Supplier” means a legal entity which has been awarded the contract.
 - v. “City” or “Owner” or “Client” means the City of Iqaluit.

1.2 Role of the City of Iqaluit

This Request for Quotations is issued by the City of Iqaluit Purchasing Department (the “City of Iqaluit”) on behalf of the Engineering and Capital Projects department.

The purchasing organization is the City of Iqaluit. The purchasing organization will administer the RFQ process described in the RFQ for the benefit of the Purchasers.

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- Once a contract has been established with the successful Bidder, the project will be overseen by the City's Project Manager. The Project Manager assigned to this project is Richard Sithole.
- 1.3 City of Iqaluit Background

Iqaluit is the capital of the Nunavut Territory and is located at the south end of Baffin Island near the end of Frobisher Bay. Access to Iqaluit is provided by regular scheduled commercial aircraft year-round, snowmobile trails from other Baffin Island communities in the winter, and sealift from the port of Montreal and Valleyfield in the summer.

The City is the newest Capital City in Canada and as a result has experienced a period of rapid development and growth. Iqaluit is the seat of government for the Territory of Nunavut and is the home base of many federal and territorial government departments. The City is rapidly developing into a regional center for the territory with many northern businesses in Inuit organizations making it their base of operations. The current population of Iqaluit is estimated at about 7,000 people with an average annual growth rate between three and four percent.

- 1.4 Products and Services

This RFQ is issued for the purpose of obtaining Quotations for the supply of materials for the City of Iqaluit. The RFQ provides vendors with relevant information pertaining to the services required.

- 1.5 Objectives

The City of Iqaluit is seeking quotations from qualified vendors for the supply of commercial grade workplace furnishings to Pilitak Enterprises 1779 Route Aeroport Ancienne-Lorette, QC G2G 2P5. It will be the responsibility of the general contractor to deliver the furnishings and equipment from Quebec to Iqaluit. The aforementioned goods are listed within the Cost Submission Form included within this RFQ, and is accompanied by a specification listing describing each item.

PART 2 RFQ TERMS AND INSTRUCTIONS

- 2.1 Submission

Bidders must submit electronic (PDF) copies of their Bid(s) through email by the submission date listed in Section 3.5 addressed to:

Tamilore Adeleke
Project Officer of Engineering and Capital Projects
T.Adeleke@iqaluit.ca

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Emails should be clearly marked in the subject line the “CITY OF IQALUIT – OPERATIONS CENTRE FURNITURE FIXTURES AND EQUIPMENT RFQ” and the Bidders name. Bidders shall submit a Cost Submission form identifying the corresponding costs.

The total size of the submission should be less than 5MB in size to facilitate delivery and adequate time must be allowed for submission. It is the Bidder’s responsibility to confirm successful receipt prior to the deadline.

2.2 Inquiries and Amendments

All inquiries concerning this RFQ (up until any contract award notification) are to be directed by email only to:

Jason Gates
Senior Project Manager, Colliers Project Leaders
Jason.Gates@colliersprojectleaders.com

The deadline for submitting inquiries is listed in Section 3.5.

To ensure consistency and fairness to all Proponents, all firms who have received the RFP will receive information with respect to significant inquiries in the form of written addenda or clarifications. Verbal explanations or instructions will not be binding.

2.3 Bidder Requirements

The successful Bidder must have a valid City of Iqaluit Business License prior to contract award.

2.4 Solicitation of Council Members, City Staff and City Consultants

Bidders and their agents will not contact any member of the City Council, City Staff or City Consultants with respect to this RFQ, other than the RFQ Coordinator named in Section 2.2, at any time prior to the award of a contract or the cancellation of this RFQ.

2.5 Terms and Conditions

2.5.1 Submission of a Bid constitutes acknowledgement that the Bidder has read and agrees to be bound by all the terms and conditions of this RFQ.

2.5.2 The City will not make any payments for the preparation of a response to this RFQ. All costs incurred by a Bidder will be borne by the Bidder.

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- 2.5.3 This is not an offer. The City does not, by virtue of this Bid call, commit to an award of a Bid, nor does it limit itself to accepting the lowest price or any Bid submitted, but reserves the right to award this Bid in any manner deemed to be in the City's best interest.
- 2.5.4 The City has the right to cancel this RFQ at any time and to reissue it for any reason whatsoever, without incurring any liability and no Bidder will have any claim against the City as a result of the cancellation or reissuing of the RFQ.
- 2.5.5 A Bidder may withdraw its Quotation only by providing written notice to the RFQ Coordinator before the RFQ Submission Deadline. A Quotation may not be withdrawn after the RFQ Submission Deadline. The City of Iqaluit has no obligation to return withdrawn Quotations.
- 2.5.6 A Bidder may amend its Quotation after submission, but only if the Quotation is amended and resubmitted before the RFQ Submission Deadline. The Bidder must provide notice to the RFQ Coordinator in writing and replace its Quotation with a revised Quotation, in accordance with the requirements of this RFQ. The City of Iqaluit has no obligation to return amended Quotations.
- 2.5.7 The City will not be responsible for any Bid that does not indicate the RFQ reference, and the Bidder's name.
- 2.5.8 The City will not be responsible for any Bid that is delivered to any address or in any manner other than that provided in Section 2.1 of this RFQ.
- 2.5.9 If a contract(s) is to be awarded as a result of this RFQ, it will be awarded to the Bidder whose Bid for each service, in the City's opinion, provides the best potential value to the City and is capable in all respects to perform fully the contract requirements and has the integrity and reliability to assure performance of the contract obligations.
- 2.5.10 If the City decides to award a contract(s) based on a submission received in response to this RFQ, the Successful Bidder(s) will be notified of the intent to award in writing, and the subsequent execution of a written agreement shall constitute the making of a Contract. Bidders will not acquire any legal or equitable rights or privileges whatsoever until a Contract is signed by both parties.
- 2.5.11 In the event of any inconsistency between this RFQ, and any ensuing Contract(s), the Contract shall govern.
- 2.5.12 Any Contract(s) will be in the form of the City's standard "City of Iqaluit Services Agreement", and it will contain the relevant provisions of this RFQ, the accepted Bid as well as such other terms as may be mutually agreed upon, whether arising from the accepted Bid or as a result of any negotiations prior or subsequent thereto. The City reserves the right to negotiate modifications with any Bidder who has submitted a Bid.

A copy of the Services Agreement is included as Appendix A.

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- 2.5.13 Any amendment made by the City to the RFQ will be issued in writing and sent to all who have received the documents via addenda.
- 2.5.14 An Evaluation Committee will review each Bid. The City reserves the exclusive right to determine the qualitative aspects of all Quotations relative to the evaluation criteria.
- 2.5.15 Quotations will be evaluated as soon as practicable after the closing time. No detail of any Bid will be made public except the names of all parties submitting Quotations.
- 2.5.16 Bidders must acknowledge receipt of any addenda issued by the City in their Bid.
- 2.5.17 Every Bidder shall carefully review the RFQ to ensure that it has no reason to believe there are any uncertainties, inconsistencies, errors, omissions, or ambiguities in any part of the RFQ. Every Bidder is responsible for conducting its own investigations and due diligence necessary for the preparation of its Quotation.
- 2.5.18 In the event a Bidder has any reason to believe that any of the circumstances listed in Section 2.5.17 exist, the Bidder shall notify the RFQ Coordinator in writing prior to submitting a Quotation. The RFQ Coordinator will then clarify the matter for the benefit of all Bidders.
- 2.5.19 Bidders shall not:
- a) After submission of a Quotation, claim that there was any misunderstanding or that any of the circumstances set out in 2.5.17 were present with respect to the RFQ; or
 - b) Claim that the City of Iqaluit is responsible for any of the circumstances listed in Section 2.5.17.
- 2.5.20 By submitting a Quotation, the Bidder confirms that all of the components required to use and/or manage the Services have been identified in its Quotation or will be provided to the City of Iqaluit at no additional charge. Any requirement that may be identified by the Bidder after the RFQ Submission Deadline or subsequent to signing the Agreement shall be provided at the Bidder's expense.
- 2.6 Clarification of Bidder's Quotation

The City of Iqaluit shall have the right at any time after the RFQ Submission Deadline to seek clarification from any Bidder in respect of that Bidder's Quotation. The City of Iqaluit shall not be obliged to seek clarification of any aspect of any Quotation.

Any clarification sought shall not be an opportunity for the Bidder either to correct errors or to change the Bidder's Quotation in any substantive manner. Subject to the qualification in this provision, any written information received by the City of Iqaluit from a Bidder in response to a

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request for clarification from the City of Iqaluit may be considered to form an integral part of the Bidder's Quotation, in the City of Iqaluit's sole discretion.

2.7 Verification of Information

The City of Iqaluit shall have the right, in its sole discretion, to:

- a) Verify any Bidder's statement or claim made in the Bidder's Quotation or made subsequently in an interview, site visit, oral presentation, demonstration, or discussion by whatever means the City of Iqaluit may deem appropriate, including contacting persons in addition to those offered as references;
- b) reject any Bidder's statement, claim or Quotation, if such statement, claim or Quotation is patently unwarranted or is questionable; or
- c) access the Bidder's premises where any part of the work is to be carried out to confirm Quotation information, quality of processes, and to obtain assurances of viability, provided that, prior to providing such access, the Bidder and City of Iqaluit shall agree on reasonable access terms, including pre-notification, extent of access, security, confidentiality and the allocation and amount of any costs incurred in connection with such access.

The Bidder shall co-operate in the verification of information and is deemed to consent to the City of Iqaluit verifying such information.

2.7 Validity of Offer

Quotations shall remain open for acceptance for a period of not less than sixty calendar (60) days from the closing date of this RFQ.

2.8 Delivery Instructions

"F.O.B." means Free on Board and indicates the location at which ownership and responsibility for the goods transfers to the CITY. For the purposes of this contract, the Supplier shall be responsible for and bear all applicable shipping charges, own the goods in transit and will file any damages or claims incurred during shipping or delivery to the F.O.B. point.

For this contract, the F.O.B point is Pilitak Enterprises 1779 Route Aeroport Ancienne-Lorette, QC G2G 2P5.

Prior arrangements to be made for port acceptance of packaged materials. This will include coordinating and reserving space through the general contractor:

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Pilitak Enterprises

For guidance only:

The furniture, fixtures and equipment should delivered to
Pilitak Enterprises
1779 Route Aeroport
Ancienne-Lorette, QC
G2G 2P5

All goods or materials supplied shall be new, of merchantable quality, free of any defects and deficiencies, fit for their intended purposes, and in complete conformance to the specifications, drawings, plans, or samples specified in this Contract.

All goods supplied shall be subject to inspection and may be rejected, returned, or resupplied at the Supplier's sole expense if they are found to be not acceptable to the CITY, or not in accordance with the specifications of this Contract, and shall be returned to the Supplier.

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PART 3 BID REQUIREMENTS AND EVALUATION

3.1 Quotation Format

3.1.1 General

The Bidder's Quotation should be comprised and formatted as follows:

- a) One (1) electronic copy of a fully executed unqualified Cost Submission Form (PDF format), titled **“Cost Submission Form – Iqaluit Operations Centre: Furniture Fixtures and Equipment”**.

3.1.2 Legal Actions

The Bidder shall disclose any pending or threatened legal action against the Bidder or by the Bidder against any third party that may have an impact on the availability of the Services proposed by the Bidder.

3.1.3 Declaration and Certification

The Bidder shall complete the Declaration and Certification Schedule in accordance with the instructions contained in that schedule.

3.1.4 Cost Submission Form

The Bidder shall complete the Cost Submission Form in accordance with the instructions contained in that schedule, provided that the following shall apply:

- a) All prices shall be provided in Canadian funds and shall include all applicable customs duties, tariffs, overhead, permits, licenses, labour, carriage insurances, and warranties, and further shall not be subject to adjustment for fluctuation in foreign exchange rates. All prices shall be quoted exclusive of the goods and services taxes (GST).
- b) The Quotation submitted for the services requested will be based on a Time and Material contract.
- c) All prices quoted, unless otherwise instructed in this RFQ, shall remain firm for the period set out in the RFQ.
- d) All prices quoted **MUST** be for units that originate from the Canadian marketplace. No “Grey Market” product pricing will be accepted.
- e) Travel and accommodation expenses shall not be included in the rates quoted and shall be billed separately and charged in accordance with the applicable Purchaser's policy, as may be amended

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from time to time. Original itemized receipts are required for reimbursement. Meals, hospitality, and other incidentals shall not be included in eligible expenses.

- f) In the event of any discrepancy in the pricing, the lowest unit price submitted shall prevail; and
- g) The Bidder is deemed to confirm that it has prepared its Quotation with reference to all of the provisions, and that it has factored all of the provisions of the Agreement into its pricing assumptions, calculations and into its proposed Pricing.

3.2 Evaluation Process

The City will appoint an Evaluation Committee for the purpose of evaluating Quotations. Quotation evaluations will follow a two-step process:

- a) Validation of mandatory requirements.
- b) Financial evaluation.

Quotations that do not meet the mandatory requirements will not be considered further.

3.3 Mandatory Requirements

Bidders must satisfy the following mandatory requirements in their Quotation in accordance with the requirements of this RFQ. Bidders shall submit the following:

- a) Fully executed and unconditional Cost Submission Form.
- b) Initials of acknowledgement on all RFQ pages (located on the bottom of each page).

3.4 Financial Evaluation

The Bidder who submits a Quotation with the lowest compliant financial offer will be successful as part of the financial evaluation.

3.5 RFQ Schedule

The following is a summary of the key dates in the RFQ process and the Works:

Table 1 – RFQ Process Schedule

Milestone	Date
RFQ Issue Date	May 2, 2023
Last Day for Bidder to Submit Questions	May 12, 2023

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Last Date for Addenda to be Issued	May 17, 2023
RFQ Submission Deadline	May 23, 2023
Anticipated Contract Award Date	May 29, 2023
Substantial Completion (Delivery of Goods to Pilitak Enterprises – first sailing cut off)	August 18, 2023
Final Completion (Installation date of Furniture by vendor in Iqaluit following Sealift arrival)	To be mutually agreed upon by City and Vendor

3.6 Terms of Payment

3.6.1 Payment Instructions

- 3.6.1.1 The successful bidder shall be reimbursed on a milestone basis for milestones completed based on the table below and provided a surety bond is provided before the application to Milestone 1 is made. Payment must be submitted in the form of a progress payment invoice for milestones met.

Milestone #	Milestone	Payment Percentage
1	Material successfully delivered to Maritime Port in time for sealift cutoff (Shipping Manifest Required for Payment)	75%
2	Material received in Iqaluit & satisfactory inspection by City staff	25%

3.6.1.2 The following shall be included in an application for payment:

- i Approved previous progress claim (does not apply for first payment application).
- ii Invoice documents with backup information on status of procurement & delivery
- iii Backup documentation for the progress claim showing that all milestone requirements are met
- iv All required valid insurances and/or surety bonds needed at the time of payment application

3.6.1.3 The City shall not release monies for Payment Certificates until the bidder has provided all the supporting documentation needed above. The City shall determine if the supporting documentation provided are sufficient.

3.6.1.4 Surety Bond (Performance Bond): In order for the City to release the first milestone payment, the Contractor must have provided a valid surety performance bond with a validity period of 90 days

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from the anticipated arrival date of the materials to the Port of Iqaluit. The Surety bond shall be the value of 50% of the bid price. The Surety bond must be electronically verifiable using a credible Canadian online surety service. The contractor should coordinate with the shipping company to work out the anticipated delivery date of the shipment to the City of Iqaluit. A letter from your surety provider should be included in your submission confirming that a bond will be issued upon this award.

- 3.6.1.5 The Contractor shall be fully responsible for the material delivered up to the F.O.B point only. The Contractor should then ensure the delivery of materials are insured up to the F.O.B point, and proof of insurance should be provided prior to shipment and attached with the first payment milestone invoice. The costs of packaging ensuring the shipment up to the F.O.B point shall be included in the bidder's price.
- 3.6.1.6 Milestone Invoices shall be submitted to the Project Manager indicated in Section 1.2 in electronic format and shall contain all supporting documentation listed above. Once received, the Project Manager will either recommend payment, or inform the bidder that the documentation is not sufficient notwithstanding the City's right to reject a payment recommendation from the Project Manager if it, at its sole discretion, finds that the submission lacks sufficient supporting documentation to proceed with payment.

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PART 4 FURNITURE FIXTURES AND EQUIPMENT SUPPLY REQUIREMENTS

Furnishings supplied under this Request for Quotation shall be supplied with the following requirements.

Appendix 1: See attached FF&E cutsheets.

Appendix 2: See attached Furniture Plans (IF-100, IF-101)

Appendix 3: See attached Furniture Requirements.

Appendix 4: See attached Appliances Specifications

Delivery Date

Material must be delivered to Pilitak Enterprises no later than the dates as indicated in the schedule in Section 3.5. The bidder guarantees that the material can be secured, and delivered to the F.O.B. point by the date specified in Section 3.5.

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COST SUBMISSION FORM

The Bidder should use the following Cost Submission Form to respond to the requested material specification requirements.

Bidder's Name / Contact Person: _____

Bidder's Address: _____

Bidder's Email/ Telephone: _____

No.	Item/ Description	Qty	Unit	Unit Price	Total
1.	BENCH-1	1	Each	\$	\$
2.	CHD-1	28	Each	\$	\$
3.	CHM-1	26	Each	\$	\$
4.	CHS-1	7	Each	\$	\$
5.	CHS-2	16	Each	\$	\$
6.	CHT-1	44	Each	\$	\$
7.	FL-1	17	Each	\$	\$
8.	HA-1	5	Each	\$	\$
9.	HA-2	2	Each	\$	\$
10.	MTARM-1	37	Each	\$	\$
11.	OFFICE-1	12	Each	\$	\$
12.	OFFICE-2	3	Each	\$	\$
13.	SHLF-1	33	Each	\$	\$
14.	SHLF-2	2	Each	\$	\$
15.	ST-1	6	Each	\$	\$
16.	TD-1	7	Each	\$	\$

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17.	TD-2	1	Each	\$	\$
18.	TM-1	2	Each	\$	\$
19.	TM-2	1	Each	\$	\$
20.	TOC-2	2	Each	\$	\$
21.	TOC-3	1	Each	\$	\$
22.	TT-1	3	Each	\$	\$
23.	WB-1	3	Each	\$	\$
24.	WB-2	16	Each	\$	\$
25.	WKSTN-1	9	Each	\$	\$
26.	WKSTN-2	7	Each	\$	\$
27.	LCKR-1	8	Each	\$	\$
SUBTOTAL (Items 1 to 27):					\$
Applicable Taxes (GST @ 5%):					\$
TOTAL (Incl. GST):					\$

28.	FR-1	2	Each	\$	\$
29.	DW-1	2	Each	\$	\$
30.	MC-1	2	Each	\$	\$
SUBTOTAL (Items 28 to 30):					\$
Applicable Taxes (GST @ 5%):					\$
TOTAL (Incl. GST):					\$

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UNFAIR ADVANTAGE AND CONFLICT OF INTEREST STATEMENT SCHEDULE

In the event that the boxes below are left blank, the Bidder shall be deemed to declare that (a) it has had no Unfair Advantage in preparing its Quotation and (b) there is no foreseeable actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

If either or both of the statements below apply, check the appropriate box:

- The Bidder declares that there is an actual or potential Unfair Advantage relating to the preparation of
- The Bidder declares that there is an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFQ.

In the event the Bidder declares an actual or potential Unfair Advantage and/or an actual or potential Conflict of Interest (by marking either of the boxes above), the Bidder shall provide all relevant detailed information below.

The Bidder agrees to provide any additional information which may be requested by the RFQ Coordinator, in the form prescribed by the RFQ Coordinator.

Where, in its sole discretion, the City of Iqaluit concludes that an Unfair Advantage and/or Conflict of Interest arises, it may, in addition to any other remedy available to it at law or in equity, disqualify the Bidder's Quotation, or terminate any Agreement awarded to the Bidder under the RFQ.

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DECLARATION AND CERTIFICATION SCHEDULE

TO: City of Iqaluit

RE: In the matter of our Quotation dated [] to which this Declaration and Certification Schedule is an integral part the Quotation prepared by [] and submitted in response to a Request for Quotations issued by the City of Iqaluit dated [] as amended, regarding the selection of a Bidder to execute the Agreement pursuant to the RFQ.

I am duly authorized by the Bidder, including the persons, firms, corporations, and advisors joining in the submission of this Quotation, to execute this Declaration and Certification Schedule. I solemnly declare and certify as follows:

1. Bidder Information

a) The full legal name of the Bidder is:

b) Any other registered business name under which the Bidder carries on business is:

c) The jurisdiction under which the Bidder is formed is:

d) The name, address, telephone number, and email address of the contact person for the Bidder:

2. Offer

The Bidder has carefully examined the RFQ documents and has a clear and comprehensive knowledge of what is required under the RFQ. By submitting its Quotation, the Bidder agrees and consents to the terms, conditions, and provisions of the RFQ, except as otherwise noted, and offers to provide the Services in accordance therewith at the Rates set out in the Cost Submission Form.

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3. Pricing

The Bidder has submitted its Pricing in accordance with the instructions in the RFQ and in the form set out in the Cost Submission Form.

4. Quotation Irrevocable

The Bidder agrees that its Quotation shall be irrevocable for 60 calendar days following the Quotation RFQ Submission Deadline.

5. Disclosure of Information

The Bidder hereby agrees that any information provided in this Quotation, even if it is identified as being supplied in confidence, may be disclosed where required by law or if required by order of a court or tribunal. The Bidder hereby consents to the disclosure, on a confidential basis, of its Quotation to the City of Iqaluit's advisors retained for the purpose of evaluating or participating in the evaluation of this Quotation.

6. Proof of Insurance and Good Standing Under the Workers' Safety Compensation Commission

By signing this Declaration and Certification Schedule, the Bidder agrees, if selected, that it has verified its capability to do so and will provide proof of insurance coverage and a Certificate of Good Standing under the Workers' Safety Compensation Commission (Nunavut).

7. Execution of Agreement

If its Quotation is selected by the City of Iqaluit, the Bidder agrees to finalize and execute the Agreement in accordance with the terms of the RFQ.

Signature of Witness

Signature of Bidder Representative,
who has authority to bind the Bidder

Name of Witness

Name and Title of Representative, who has
authority to bind the Bidder

Date

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APPENDIX A – CITY OF IQALUIT SERVICE AGREEMENT

BETWEEN: THE MUNICIPAL CORPORATION OF THE CITY OF IQALUIT

(hereinafter referred to as the "CITY OF IQALUIT")

OF THE FIRST PART

AND: . <CONTRACTOR NAME>

(hereinafter referred to as the "Contractor")

OF THE SECOND PART

WHEREAS the CITY OF IQALUIT has requested the Contractor to provide services described in the Request for Quotation document.

AND WHEREAS the Contractor has agreed to provide such services to the CITY OF IQALUIT in its bid dated May 23, 2023

AND WHEREAS the CITY OF IQALUIT and the Contractor wish to set out the terms and conditions relating to the provision of such services;

THEREFORE, the CITY OF IQALUIT and the Contractor agree as follows:

1. SERVICES AND PAYMENT

1.1 The Contractor agrees to provide to the CITY OF IQALUIT those services set out in the job description and scope of work provided on May 2nd, 2023. A copy of the bid is attached as Appendix "A".

1.2 The CITY OF IQALUIT agrees to pay for the services described above, a total amount not greater than <Bid Value>, for the provision of professional services based on the Bid dated <Bid Submission Date>.

2. TERM

2.1 This Contract shall commence on the <Contract Commence Date> and terminates on the <Contract Termination Date> unless otherwise terminated in accordance with the provisions of this Contract.

3. NOTICE AND ADDRESS

3.1 Any notice required to be given herein or any other communication required by this contract shall be in writing and shall be personally delivered, sent by facsimile, or posted by prepaid registered mail and shall be addressed as follows:

i) If, to the CITY OF IQALUIT:

Rod Mugford
Acting Chief Administrative Officer
City of Iqaluit
P.O. Box 460
Iqaluit, NU
X0A 0H0
Fax: 979-5922

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ii) If to the Contractor:

Martin Semard
Pilitak Enterprises
msimard@pilitak.biz

1779 Route Aeroport Ancienne-Lorette, QC G2G 2P5

- 3.2 Every such notice and communication, if delivered by hand, shall be deemed to have been received on the date of delivery or if sent by prepaid registered mail shall be deemed to have been received on the seventh day after posting, or if by facsimile, 48 hours after the time of transmission, excluding from the calculation weekends and statutory holidays.
4. COMPLETE AGREEMENT
- 4.1 This Contract and its attachments constitute the complete Contract between the parties. Except as provided herein, it supersedes and shall take effect in substitution for all previous agreements. It is subject to change only by an instrument executed in writing by the City.
- 4.2 If this Contract arises from a request for proposals or tender call, the provisions of the request for proposals or tender call and the Contractor's bid or proposal submission are incorporated into this Contract and may be used to clarify, explain or supplement this Contract, but shall not be used to contradict any express terms of this Contract.
- 4.3 In the event of a conflict between this Contract, the Contractor's bid or proposal submission, and the City's original tender bid instructions or Request for Proposals, the more recently prepared document shall govern to the extent of such inconsistency.
5. GENERAL TERMS
- 5.1 Any information obtained from or concerning any department of the CITY OF IQALUIT or clients of any department of the CITY OF IQALUIT, by the contractor, its agents or employees in the performance of any contract shall be confidential. The Contractor shall take such steps as are necessary to ensure that any such information is not disclosed to any other person and shall maintain confidential and secure all material and information that is the property of the CITY OF IQALUIT and in the possession of or under the control of the Contractor. This clause survives the termination of this contract.
- 5.2 Time shall in every respect be of the essence. The Contractor shall deliver the services specified in the contract and according to the project schedule on costs. The CITY OF IQALUIT may grant reasonable extensions to the Contractor for delays, if the Contractor can show those delays were caused by circumstances beyond the control of the Contractor.
- 5.3 The Contractor is an independent Contractor with the CITY OF IQALUIT and nothing in this contract shall be construed or deemed to create the relationship of employee and employer or of principal and agent between the CITY OF IQALUIT and the Contractor. The Contractor is solely responsible for payments of all statutory deductions or contributions including but not limited to pension plans, unemployment insurance, income tax, workers' compensation and the Nunavut Payroll Tax.
- 5.4 This contract shall be interpreted and governed in accordance with the laws of Nunavut and the laws of Canada as they apply in Nunavut.
- 5.5 No waiver by either party of any breach of any term, condition or covenant of this contract shall be effective unless the waiver is in writing and signed by both parties. A waiver, with respect to a specific breach, shall not affect any rights of the parties relating to other or future breaches.

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- 5.6 The failure of either party at any time to require the performance of any provision or requirement of this contract shall not affect the right of that party to require the subsequent performance of that provision or requirement.
- 5.7 Title to any report, drawing, photograph, plan, specification, model, prototype, pattern, sample, design, logo, technical information, invention, method or process and all other property, work or materials which are produced by the Contractor in performing the contract or conceived, developed or first actually reduced to practice in performing the contract (herein called "the Property") shall vest in the CITY OF IQALUIT and the Contractor hereby absolutely assigns to the CITY OF IQALUIT the copyright in the property for the whole of the term of the copyright. The Contractor shall not be responsible for any loss or damage suffered by the City of Iqaluit or any third parties resulting from any unauthorized use or modification of the property, errors in transmission of the property, changes to the Property by others, the consequences of design defects due to the design of others, or defects in contract documents prepared by others, and the City of Iqaluit agrees to defend, indemnify, and hold the Contractor harmless from and against all claims, demands, losses, damages, liability and costs associated therewith. Subject to the foregoing, the Property may be relied by the City of Iqaluit for design and construction work undertaken by other parties with respect to the Services provided that such parties verify the accuracy and completeness of the Property to their satisfaction.
- 5.8 It is intended that all provisions of this agreement shall be fully binding and effective between the parties, but in the event that any particular provision or provisions or a part of one is found to be void, voidable or unenforceable for any reason whatever, then the remainder of the agreement shall be interpreted as if such provision, provisions, or part thereof, had not been included.
- 5.9 This contract may be extended by the written consent of the parties.
- 5.10 The CITY OF IQALUIT may delegate any of its authority and undertaking pursuant to this contract to any employee or contractor the CITY OF IQALUIT by notice in writing to the Contractor.
- 5.11 This contract shall ensure to the benefit of and be binding on the respective administrators, successors and assignment of each of the parties hereto.
6. CONTRACTOR RESPONSIBILITIES
- 6.1 The Contractor shall indemnify and hold harmless, the CITY OF IQALUIT, its officers, employees, servants and agents from and against all claims, actions, causes of action, demands, losses, costs, damages, expenses, suits or other proceedings by whomsoever made, brought or prosecuted in any manner based upon or related to the negligent acts, errors, or omissions of the Contractor under this contract.
- 6.2 The Contractor shall be liable to the CITY OF IQALUIT for any loss or damage to property or equipment that is supplied to or placed in the care, custody or control of the Contractor for use in connection with the contract if such loss or damage is attributable to the negligence or deliberate acts of the Contractor or its employees or agents.
- 6.3 If, in the opinion of the CITY OF IQALUIT acting reasonably, the Contractor is in default in respect of any obligation of the Contractor hereunder, the CITY OF IQALUIT may rectify such default and pursue a claim against the Contractor for any direct costs associated with any such remediation, including a reasonable allowance for the use of the CITY OF IQALUIT's own employees or equipment.
- 6.4 The Contractor may not assign or delegate work to be done under this contract, or any part thereof, to any other party without the written consent of the CITY OF IQALUIT. In the case of a proposed assignment of monies owing to the Contractor under this contract, the consent in writing of the CITY OF IQALUIT must be obtained.
- 6.5 The Contractor shall keep proper accounts and records of the services for a period of 3 years after the expiry or termination of this agreement. At any time during the term of this contract or during the three years following the completion or termination of this agreement, the Contractor shall produce copies of such accounts and records upon the written request of the CITY OF IQALUIT.
- 6.6 The Contractor shall notify the CITY OF IQALUIT immediately of any claim, action, or other proceeding made, brought, prosecuted or threatened in writing to be brought or prosecuted that is based upon, occasioned by or in any way attributable to the performance or non-performance of the services under this contract.

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- 6.7 If at any time the Contractor considers their estimates indicate costs will exceed the project budget they will immediately advise the City of Iqaluit. If in the opinion of the City of Iqaluit, acting reasonably, the excess is due to design, costs factors or matters under the control or reasonably foreseeable by the Contractor, the CITY OF IQALUIT may require the Contractor to do everything by way of revision of the design to bring the cost estimate within the project budget. Costs of completing such revisions shall be based upon a level of compensation reasonably appropriate to the circumstances, including the reason for the revisions.
- 6.8 Except as required in the performance of services set out in this agreement, the Contractor must maintain as confidential all data and information made available to the Contractor, the CITY OF IQALUIT, or any other parties which is generated by or results from the Contractor's performance of the Services described in this Contract. All such data and information is the property of the City of Iqaluit. This clause shall survive the termination of the Contract.
7. TERMINATION
- 7.1 The CITY OF IQALUIT may terminate this contract at any time upon giving written notice to this effect to the Contractor if, in the opinion of the CITY OF IQALUIT, the Contractor is unable to deliver the service as required, the Contractor's performance of work is persistently faulty, in the event that the Contractor becomes insolvent or commits an act of bankruptcy, in the event that any actual or potential labor dispute delays or threatens to delay timely performance of the contract or the (Contractor's Sub-Contractor) defaults or fails to observe the terms and conditions of the contract in any material respect.
- 7.2 This contract shall terminate as of the day for termination set out in the written notice and the Contractor shall forthwith invoice the CITY OF IQALUIT for work performed to the date of termination.
- 7.3 Any invoice submitted by the Contractor pursuant to clause 7.2 shall be reviewed by the CITY OF IQALUIT to assess the amount which is properly due and owing for work done by the Contractor prior to termination.
8. FINANCIAL
- a. The CITY OF IQALUIT, having given written notice of a breach, may withhold or hold back in whole or in part any payment due the Contractor without penalty, expense or liability, if in the opinion of the Contracting Authority, the Contractor has failed to comply with or has in any way breached an obligation of the Contractor. Any such hold back shall continue until the breach has been rectified to the satisfaction of the CITY OF IQALUIT.
- 8.2 The CITY OF IQALUIT may set off any payment due the Contractor against any monies owed by the Contractor to the CITY OF IQALUIT.
- 8.3 The City of Iqaluit will pay the Goods and Services Tax (GST).
- 8.4 Provided all terms and conditions on the part of the Contractor have been complied with, each invoice will be paid thirty (30) calendar days after receipt of the invoice, or thirty (30) calendar days after delivery of the services, whichever is later. Invoices from Nunavut Contractors (as defined by the CITY OF IQALUIT NNI Policy) will be paid twenty (20) calendar days after receipt of the invoice, or twenty (20) calendar days after receipt of the services, whichever is later.
- 8.5 The CITY OF IQALUIT may, in order to discharge lawful obligations or to satisfy lawful claims against the Contractor or a Sub-Contractor arising out of the execution of work, pay any amount, which is due and payable to the Contractor under the contract, if any, directly to the obligee of and the claimants against the Contractor or Sub-Contractor.
9. INSURANCE AND LIABILITY

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- 9.1 The Contractor's liability to the City of Iqaluit for claims arising out of this Agreement, or in any way relating to the Services, will be limited to direct damages and to the re-performance, without additional compensation, of any Services not meeting a normal professional standard of care and such liability will, in the aggregate, not exceed the amount of \$1,000,000.00. The limitations of liability will apply, to the extent permitted by law, whether Contractor's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and will extend to and include Contractor's directors, officers, employees, insurers, agents and sub-contractor.
- 9.2 In no event will either party be liable to the other party for indirect or consequential damages including without limitation loss of use or production, loss of profits or business interruption.
- 9.3 The Contractor shall, without limiting his obligations or liabilities hereto, obtain, maintain and pay for during the period of this agreement, the following insurance with limits not less than those shown:
- a) Workers' Compensation insurance covering all employees engaged in the work in accordance with the statutory requirements of the Territory or Province having jurisdiction over such employees. If the Contractor is assessed any additional levy, extra assessment or super-assessment by a Workers' Compensation Board as a result of an accident causing injury or death to an employee of the Contractor or any sub-contractor, or due to unsafe working conditions, then such levy or assessment shall be paid by the Contractor at its sole cost and is not reimbursed by the CITY OF IQALUIT.
- b) Employer's liability insurance with limits not less than \$500,000 for each accidental injury to or death of the Contractor's employees engaged in the work. If Workers' Compensation insurance exists, then in such event, the aforementioned Employer's Liability insurance shall not be required but the Comprehensive General Liability policy referred to in item (d) herein shall contain an endorsement providing for Contingent Employers' Liability insurance.
- c) Motor Vehicle, water craft and snow craft standard liability insurance covering all vehicles and/or craft owned or non-owned, operated and/or licensed by the Contractor and used by the Contractor in the performance of this agreement in an amount not less than one million dollars (\$1,000,000.00) per occurrence for bodily injury, death and damage to property; and with respect to busses limits of not less than one million dollars (\$1,000,000.00) for vehicle hazards and not less than one million dollars (\$1,000,000.00) for Bodily Injury to or death of one or more passengers and loss of or damage to the passengers property in one accident.)
- d) Comprehensive General Liability Insurance with limits of not less than \$2,000,000 (inclusive) per occurrence for bodily injury, death and damage to property including loss of use thereof. Such insurance shall include but not be limited to the following terms and conditions:
- Products & Completed Operations Liability *
 - Contractor's Protective Liability
 - Blanket Contractual Liability
 - Broad Form Property Damage
 - Personal Injury Liability
 - Cross Liability
 - Medical Payments
 - Non-owned Automobile Liability *
 - Contingent Employers Liability *
- INITIALS _____



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- Employees as Additional Insureds *

*WHERE APPLICABLE

- e) Professional Liability Insurance with limits of not less than two hundred fifty thousand dollars (\$250,000.00) per claim and five hundred thousand dollars (\$500,000.00) in the annual aggregate, to cover claims arising out of the rendering of or failure to render any professional service under this contract or agreement.

All policies shall provide that thirty days written notice be given to the CITY OF IQALUIT prior to any cancellations of any such policies.

The Comprehensive General Liability Insurance policies shall name the CITY OF IQALUIT and any permitted sub-contractor's as additional insureds only with respect to the terms of this contract and shall extend to cover the employees of the insureds hereunder.

The Contractor shall be responsible for any deductibles, exclusions and/or insufficiency of coverage relating to such policies.

The Contractor shall deposit with the CITY OF IQALUIT prior to commencing with the work a certificate of insurance evidencing the insurance(s) required by this clause in a form satisfactory to the CITY OF IQALUIT and with insurance companies satisfactory to the CITY OF IQALUIT.

IN WITNESS WHEREOF the parties hereto have set their hand as of the date and year entered below.

FOR THE CITY OF IQALUIT:

FOR THE CONTRACTOR:

Name/Title

Name/Title

Signature

Signature

Date

Date

Witness

Witness

END OF APPENDIX A

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APPENDIX 1

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: BENCH-1

DESCRIPTION: BENCH 1

SIZE: 72" (w) X 18" (d) X 18" (h)

LOCATION: Refer to Location Summary/Furniture Plan

TOTAL QUANTITY: 1

FEATURES:		VALUE	COMMENTS:	
Seat		Fabric Vinyl Inj. Molded X Wood	Wood seat available in minimum two stain finishes.	
Frame		Wood X Metal	Steel with foot glides.	
Other		X Security Mount	Optional security mount	
Furn. Code	Item Description	Room No.	Room Name	Qty.
BENCH-1	LOCKER ROOM BENCH	105	LOCKERS	

ACCEPTABLE PRODUCTS

MANUFACTURER:

MODEL NO:

SERIES:



ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE:** CHD-1**DESCRIPTION:** Dining Chair 1**SIZE:** 21.5" (D) 23" (W) 33" (H)**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 28

FEATURES:		VALUE	COMMENTS:	
Back		Fabric Vinyl X Inj. Molded		
Seat		Fabric Vinyl X Inj. Molded		
Frame		Wood X Metal		
Back Height		Low X Mid High		
Arm		X Armless Loop Open Closed Cantilever (T)		
Base		X 4-Point Castors		
Stacking		X Yes No		
Glides		X Hard Surface Carpet		
Foot Rest		Yes X No		
Leg		Wood X Metal		
Certification		X BIFMA	Level 3	
Furn. Code	Item Description	Room No.	Room Name	Qty.
CHD-1	Chair - Dining	113/210	STAFF HUB	

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED
IMAGES MAY NOT REPRESENT SPECIFIED ITEM
WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

**END OF SECTION**

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: CHM-1

DESCRIPTION: Meeting Chair 1

SIZE: 27.5"(w) X 27.5" (d) X 40.3"-44.5" (h)

LOCATION: Refer to Location Summary/ Furniture Plan

TOTAL QUANTITY: 26

FEATURES:	VALUE	COMMENTS:
Back	<input checked="" type="checkbox"/> Fabric Vinyl Inj. Molded	Other: One piece mesh construction
Seat	<input checked="" type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl Inj. Molded	Other: Mesh seat / seat pad available in minimum three colours options.
Frame	Wood	Other: Chair height to be appropriate for worksurface of approx 30"H A.F.F. Available in minimum two colour options.
	<input checked="" type="checkbox"/> Metal	
Back Height	Low <input checked="" type="checkbox"/> Mid <input checked="" type="checkbox"/> High	
Arm	Armless <input checked="" type="checkbox"/> Loop Open Closed Cantilever (T)	Fixed height arms
Base	4-Point <input checked="" type="checkbox"/> Castors	5 star aluminum base
Stacking	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface Carpet	
Foot Rest	Yes <input checked="" type="checkbox"/> No	
Leg	Wood Metal	
Certification	<input checked="" type="checkbox"/> BIFMA	Level 2

LOCATION SUMMARY					
<u>Furn. Code</u>	<u>Item Description</u>	<u>Room No.</u>	<u>Room Name</u>	<u>Qty.</u>	<u>Finish</u>
CHM-1	Chair - Meeting		MEETING ROOMS		

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE:** CHS-1**DESCRIPTION:** Side Chair 1**SIZE:** 21.5" (D) 23" (W) 33" (H)**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 7

FEATURES:	VALUE	COMMENTS:
Back	<input checked="" type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl Inj. Molded	High strength polymer seat and back shell with upholstered back. At least 100,000 double rub minimum c/w stain resistance, 1 vinyl with 20+ colours OR 2 grades above 2nd lowest grade.
Seat	<input checked="" type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl Inj. Molded	Upholstered seat/seat pad. Same criteria as above.
Frame	Wood <input checked="" type="checkbox"/> Metal	
Back Height	Low <input checked="" type="checkbox"/> Mid High	
Arm	<input checked="" type="checkbox"/> Armless Loop Open Closed Cantilever (T)	
Base	<input checked="" type="checkbox"/> 4-Point Castors	
Stacking	<input checked="" type="checkbox"/> Yes No	
Glides	Hard Surface <input checked="" type="checkbox"/> Carpet	
Foot Rest	Yes <input checked="" type="checkbox"/> No	
Leg	Wood <input checked="" type="checkbox"/> Metal	
Certification	<input checked="" type="checkbox"/> BIFMA	Level 3

Furn. Code	Item Description	Room No.	Room Name	Qty.
CHS-1	Chair - Side	101/205	Waiting	

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

**END OF SECTION**

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE:** CHS-2**DESCRIPTION:** Side Chair 2**SIZE:** 23" (D) 26" (W) 18.5" (H)**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 16

FEATURES:	VALUE	COMMENTS:
Back	<input checked="" type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl Inj. Molded	At least 100,000 double rub minimum c/w stain resistance. 2 grades above 2nd lowest grade.
Seat	<input checked="" type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl Inj. Molded	Upholstered seat/seat pad. Same criteria as above.
Frame	Wood <input checked="" type="checkbox"/> Metal	
Back Height	Low <input checked="" type="checkbox"/> Mid High	
Arm	Armless Loop Open <input checked="" type="checkbox"/> Closed Cantilever (T)	
Base	<input checked="" type="checkbox"/> 4-Point Castors	
Stacking	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface <input checked="" type="checkbox"/> Carpet	
Foot Rest	Yes <input checked="" type="checkbox"/> No	
Leg	Wood <input checked="" type="checkbox"/> Metal	

Furn. Code	Item Description	Room No.	Room Name	Qty.
CHS-2	Chair - Side	Multiple	Office	

ACCEPTABLE PRODUCTS**MANUFACTURER:** _____**MODEL NO:** _____**SERIES:** _____

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

**END OF SECTION**

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**12500****FURNITURE TYPE: CHT-1****DESCRIPTION:** Task Chair 1**SIZE:** 27" (w) x 26" (d) x 39"-44" (h)**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 44

FEATURES:	VALUE	COMMENTS:
Features	<input checked="" type="checkbox"/> Pneumatic Height Adjustment <input checked="" type="checkbox"/> Tensile Mesh Back <input checked="" type="checkbox"/> Tilt Tension <input checked="" type="checkbox"/> Tilt-Lock <input checked="" type="checkbox"/> 360 Degree Swivel <input checked="" type="checkbox"/> Back Lock <input checked="" type="checkbox"/> Lumbar Adjustment Head Rest	
Overall Dimensions	Overall Height: Overall Width: Overall Depth: Seat Height: Seat Width: Seat Depth:	Within range: 39–44" Within range: 27-30" Within range: 26-30" Within range: 16–21" Within range: 17-20" Within range: 16–19"
Back Height	Low Mid <input checked="" type="checkbox"/> High	
Arm	Armless Loop Open Closed <input checked="" type="checkbox"/> Cantilever (T)	Pivoting arm
Base	4-Point <input checked="" type="checkbox"/> Castors	Five star
Material: Back	<input checked="" type="checkbox"/> Mesh Fabric Vinyl Injection Molded	At least 3 mesh colours has to be available
Material: Seat	<input checked="" type="checkbox"/> Mesh <input checked="" type="checkbox"/> Fabric <input checked="" type="checkbox"/> Vinyl Injection Molded	Three grades above standard fabric offering
Material: Arm	<input checked="" type="checkbox"/> Polypropylene Plastic Metal	
Material: Base	<input checked="" type="checkbox"/> Metal Wood	Aluminum base
Certification	<input checked="" type="checkbox"/> BIFMA	Level 3

LOCATION / FINISH SUMMARY

Furn. Code	Item Description	Room No	Room Name	Qty.
CHT-1	Chair - Task		WORKSTATIONS	

ACCEPTABLE PRODUCTS

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SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED
IMAGES MAY NOT REPRESENT SPECIFIED ITEM
WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: FL-1

DESCRIPTION: FILING CABINET 2H

SIZE: 30" (w) x 18.75" (d) x 27.5" (h)

LOCATION: Refer to Location Summary/Furniture Plans

TOTAL QUANTITY: 17

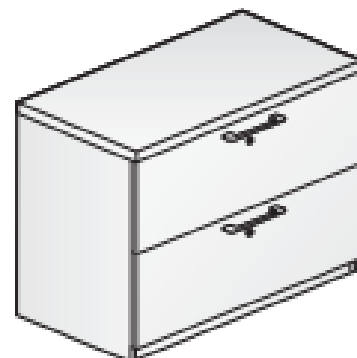
FEATURES:	VALUE	COMMENTS:
Construction	<input checked="" type="checkbox"/> Full-Frame Steel Construction <input checked="" type="checkbox"/> Full-Extension Steel Ball Bearing Slides <input checked="" type="checkbox"/> Drawer Interlock System <input checked="" type="checkbox"/> Inner Drawer Front <input checked="" type="checkbox"/> Integral Base <input checked="" type="checkbox"/> Wear Resistant Finish	
Features	<input checked="" type="checkbox"/> Locking <input checked="" type="checkbox"/> Counterweight <input checked="" type="checkbox"/> Plate divider Front to back bar Extra hanging file bars	Keyed Differently
Door/Drawer Type	<input checked="" type="checkbox"/> Fixed Front Drawers	
Filing Method	<input checked="" type="checkbox"/> Side to Side Filing <input checked="" type="checkbox"/> Front to Back Filing	Complete with hanging bars
	<input checked="" type="checkbox"/> Integrated Pull	J-Pull - steel integrated, ADA compliant
Cabinet Hardware		
Leg Hardware	<input checked="" type="checkbox"/> Glide - Adjustable Leveling	
		Baked enamel finish in standard metal range
Material: Surface	<input checked="" type="checkbox"/> Steel	
Warranty	<input checked="" type="checkbox"/> Lifetime warranty	
Certification	<input checked="" type="checkbox"/> BIFMA	Level 3

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
FL-1	FILING CABINET 2H		Offices	

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED
 IMAGES MAY NOT REPRESENT SPECIFIED ITEM
 WARRANTY TO BE AT LEAST 10 YEARS ON PARTS



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION: 12500****FURNITURE TYPE: HA-1****DESCRIPTION:** Height Adjustable Table 1**SIZE:** 60"w x 30"d x 22-48"h**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 5

FEATURES:	VALUE	COMMENTS:
Base	<input checked="" type="checkbox"/> C-base Bullet Foot Pedestal	C-leg, Metal, height adjustable
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	2 grades above standard laminate offering (HPL)
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC Edge to be at least 2mm thick and must have a base colour match or exact match to top
Height Adjustable	<input checked="" type="checkbox"/> Yes No	Range: 22"- 48" H, Electrical adjustability
Folding	Yes <input checked="" type="checkbox"/> No	
Flip Top	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface Carpet	
Certification	<input checked="" type="checkbox"/> BIFMA	Level 3

LOCATION SUMMARY

<u>Furn. Code</u>	<u>Item Description</u>	<u>Room No.</u>	<u>Room Name</u>	<u>Approx Qty.</u>
HA-1	Height Adjustable Table			

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED
 IMAGES MAY NOT REPRESENT SPECIFIED ITEM
 WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION: 12500****FURNITURE TYPE: HA-2****DESCRIPTION:** Height Adjustable Table 2**SIZE:** 60"w x 24"d x 22-48"h**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 2

FEATURES:	VALUE	COMMENTS:
Base	<input checked="" type="checkbox"/> C-base Bullet Foot Pedestal	C-leg, Metal, height adjustable
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	2 grades above standard laminate offering (HPL)
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC Edge to be at least 2mm thick and must have a base colour match or exact match to top
Height Adjustable	<input checked="" type="checkbox"/> Yes No	Range: 22"- 48" H, Electrical adjustability
Folding	Yes <input checked="" type="checkbox"/> No	
Flip Top	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface Carpet	
Certification	<input checked="" type="checkbox"/> BIFMA	Level 3

LOCATION SUMMARY

Furn. Code	Item Description	Room No.	Room Name	Approx Qty.
HA-2	Height Adjustable Table 2	Staff Hub	113	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED
 IMAGES MAY NOT REPRESENT SPECIFIED ITEM
 WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE:** LCKR-1**DESCRIPTION:** LOCKER**SIZE:** 12"(w) X 18.75"(d) X 63.5"(h)**LOCATION:** Refer to Location Summary/Furniture Plans**TOTAL QUANTITY:** 8

FEATURES:	VALUE	COMMENTS:
Features	<input checked="" type="checkbox"/> Locking <input checked="" type="checkbox"/> Upper Shelf <input checked="" type="checkbox"/> Coat Hook <input checked="" type="checkbox"/> Boot Tray <input checked="" type="checkbox"/> Ventilated Back Panel <input checked="" type="checkbox"/> Leveling Glides	
Material: Surface	<input checked="" type="checkbox"/> Laminate	
Door Pull	<input checked="" type="checkbox"/> Linear	

LOCATION SUMMARY				
<u>Furn. Code</u>	<u>Item Description</u>	<u>Room No.</u>	<u>Room Name</u>	<u>Qty.</u>
LCKR-1	LOCKER			

ACCEPTABLE PRODUCTS**MANUFACTURER:** _____**MODEL NO:** _____**SERIES:** _____

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

**END OF SECTION**

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: MTARM-1

DESCRIPTION: MONITOR ARM 1

SIZE: _____

LOCATION:

Refer to Location Summary/Furniture Plan -
 Monitor arm to be located at every height
 adjustable table labelled HA-1; as well as
 OFFICE-1, OFFICE-2, WKSTN-1, WKSTN-2

TOTAL QUANTITY: 37

FEATURES:	VALUE	COMMENTS:
Bracket Style	X Dual Bracket for 2 Monitors	
Mount	X Two Piece Clamp Mount with Base	
Colour	X Polished Aluminum with White Trim	
Post Height	X 12"	
Arm Style Link	X Dynamic Link	
Arm Vesa Bracket	X Standard 100mm x 100mm Black	
Recycled Content	X Recycled Aluminum	
Slider	X Slider for single monitor (each arm)	
Weight Limit	X Up to 100lbs	
Maximum Arm Reach	X Up to 28"	
Maximum Height Adjustment	X Up to 10" dynamic 30" Static	

<u>Furn. Code</u>	<u>Item Description</u>	<u>Room No.</u>	<u>Room Name</u>	<u>Qty.</u>
MTARM-1				

ACCEPTABLE PRODUCTS

MANUFACTURER: _____

MODEL NO: _____

SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 15 YEARS



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQUALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: OFFICE-1

DESCRIPTION: OFFICE

SIZE: 9'-0" x 5'-6"

LOCATION: Refer to Location Summary/Furniture Plans

TOTAL QUANTITY: 12

FEATURES:	VALUE		COMMENTS:
Material: Worksurface	Wood		Primary worksurface to be height adjustable, and free standing from panel system. Ensure that base/legs are clear of other furniture components, and that the adjustability can be set to the range of height adjustment to clear lower storage. Height adjustable table specs to match HA-1. Return worksurface to be fixed c/w modesty panels and end gables. PLAM to be three grades above standard grade.
	Plastic Laminate	X	
Material: Worksurface Edge	PVC	X	To match laminate colour and be at least 2mm thick.
	PVC Free		
Worksurface Features	Grommet	X	Allow for one grommet in primary and one grommet in secondary surface; colour to match PLAM.
Mobile Pedestal	Pencil/Box/File Pedestal Quantity	1	Mobile c/w upholstered, integrated/attached seat pad; upholstery minimum 150,000 double rubs. Fabric grade three grades above standard range. Metal P/B/F c/w castors.
Locking	Other	X	All storage lockable. Each workstation's lockable components to be keyed alike; every employee's workstation to be keyed differently.
Personal Storage Tower	Metal	X	Dual hinge door (one full height) with file file lower storage. Include coat storage within full height door.
Sustainability	Indoor Air Certification	X	
	FSC Certified Wood	X	
	Rapidly Renewable Materials		
	Regional Materials		
	% Recycled Content - Post-Consumer	X	
	% Recycled Content - Pre-Consumer		
	Low VOC	X	
	No Added Urea Formaldehyde	X	
	MBDC Cradle to Cradle Design	Silver	

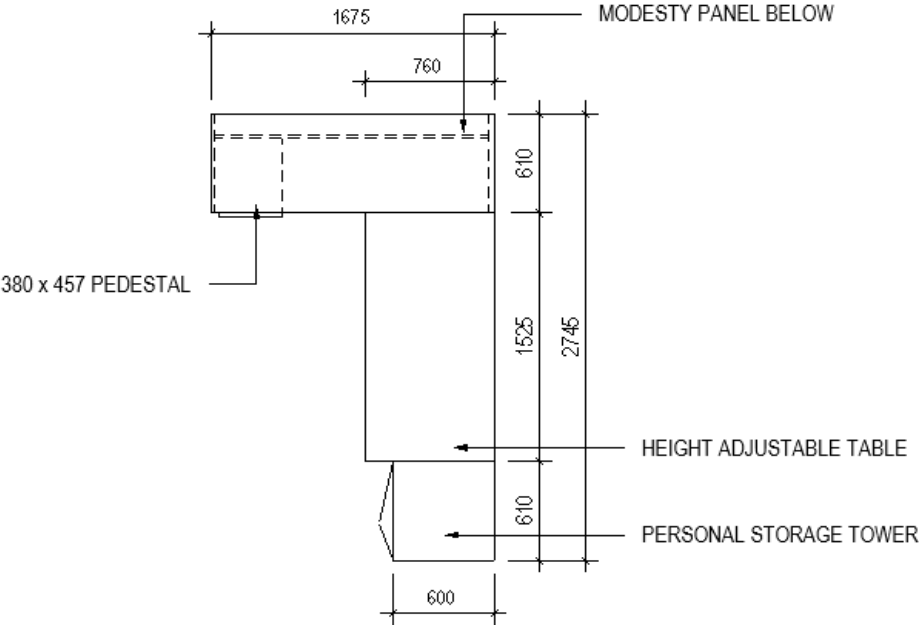
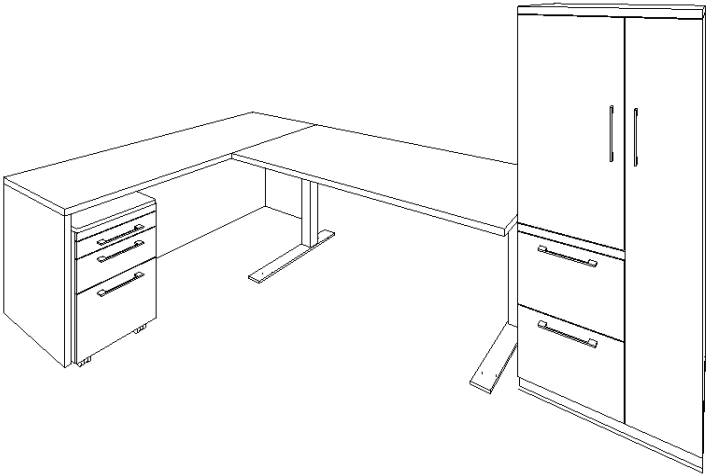
SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

Warranty	10 year warranty: all	X
Finishes	Plastic Laminate	As noted
	Metal Finish	As noted

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
OFFICE-1	OFFICE		Varies	

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____



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SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

FURNITURE MANUFACTURER TO VERIFY FINAL FURNITURE ITEM COUNT

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQUALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: OFFICE-2

DESCRIPTION: OFFICE

SIZE: 8'-6" x 7'-6"

LOCATION: Refer to Location Summary/Furni

TOTAL QUANTITY: 3

FEATURES:	VALUE		COMMENTS:
Material: Worksurface	Wood		
	Plastic Laminate	X	Primary worksurface to be height adjustable, and free standing. Ensure that base/legs are clear of other furniture components, and that the adjustability can be set to the range of height adjustment to clear lower storage. Height adjustable specs to match HA-1. Return worksurface to be fixed. PLAM to be three grades above standard grade.
Material: Worksurface Edge	PVC	X	
	PVC Free		To match laminate colour and be at least 2mm thick.
Worksurface Features	Grommet	X	Allow for one grommet in primary and one grommet in secondary worksurface; colour to match PLAM.
Mobile Pedestal	Pencil/Box/File Pedestal Quantity	1	
		1	Mobile c/w upholstered, integrated/attached seat pad; upholstery minimum 150,000 double rubs. Fabric grade three grades above standard range. Metal P/B/F c/w castors.
Table	Plastic Laminate	X	
	Pedestal Disc Base	X	PLAM to be three grades above standard grade c/w matching PVC edge band at least 2mm thick.
Lateral File	Glide - Adjustable Leveling	X	
	Metal	X	2h lateral file, fixed.
Personal Storage Tower	Metal	X	Dual hinge door with file file lower storage. Include coat storage within full height door.
Locking	Other	X	All storage lockable. Each workstation's lockable components to be keyed alike; every employee's workstation to be keyed differently.
Sustainability	Indoor Air Certification	X	
	FSC Certified Wood	X	
	Rapidly Renewable Materials		
	Regional Materials		
	% Recycled Content - Post-Consumer	X	
	% Recycled Content - Pre-Consumer		
	Low VOC	X	
	No Added Urea Formaldehyde	X	

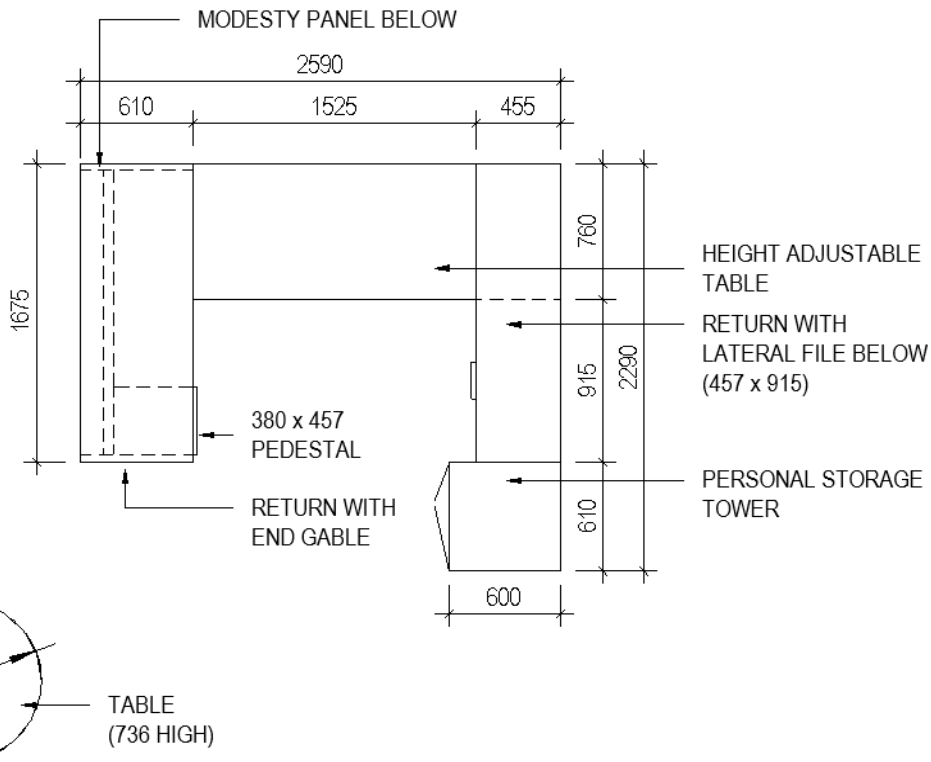
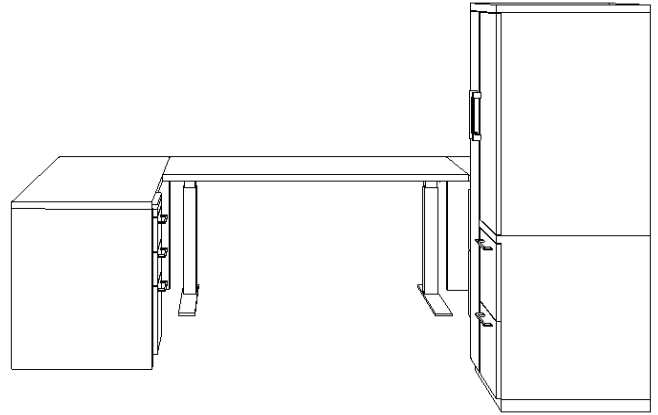
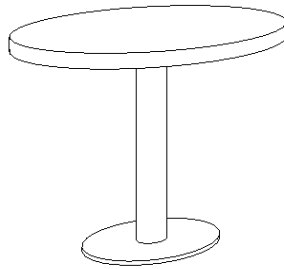
SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

	MBDC Cradle to Cradle Design	Silver
Warranty	10 year warranty: all	X
Finishes	Plastic Laminate	As noted
	Metal Finish	As noted

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
OFFICE-2	OFFICE		Varies	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

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ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

FURNITURE MANUFACTURER TO VERIFY FINAL FURNITURE ITEM COUNT

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: SHLF-1

DESCRIPTION: SHELIVING UNIT

SIZE: 24" X 48" X 72"

LOCATION: Refer to Location Summary/Furniture Plans

TOTAL QUANTITY: 33

FEATURES:	VALUE	COMMENTS:
Construction	<input checked="" type="checkbox"/> Full-Frame Steel Construction	Mechanically assembled
Features	Locking <input checked="" type="checkbox"/> Counterweight	Where applicable

Material: Surface	<input checked="" type="checkbox"/> Steel
Warranty	<input checked="" type="checkbox"/> Lifetime warranty

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
SHLF-1	WIRE SHELIVING UNIT			

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED
 IMAGES MAY NOT REPRESENT SPECIFIED ITEM
 WARRANTY TO BE AT LEAST 10 YEARS ON PARTS



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: SHLF-2

DESCRIPTION:	SHELVING UNIT	SIZE:	18" X 48" X 72"
LOCATION:	Refer to Location Summary/Furniture Plans	TOTAL QUANTITY:	2

FEATURES:	VALUE	COMMENTS:
Construction	<input checked="" type="checkbox"/> Full-Frame Steel Construction	Mechanically assembled
Features	Locking <input checked="" type="checkbox"/> Counterweight	Where applicable

Material: Surface	<input checked="" type="checkbox"/> Steel
Warranty	<input checked="" type="checkbox"/> Lifetime warranty

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
SHLF-2	WIRE SHELVING UNIT			

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: _____
SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED
IMAGES MAY NOT REPRESENT SPECIFIED ITEM
WARRANTY TO BE AT LEAST 10 YEARS ON PARTS



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**12500****FURNITURE TYPE: ST-1****DESCRIPTION:** Bar Stool 1**SIZE:** 17"(w) x 18"(d) x 30"(h)**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 6

FEATURES:	VALUE	COMMENTS:
Back	Fabric Vinyl Inj. Molded <input checked="" type="checkbox"/> Wood Shell	Wood shell molded seat and back. Minimum 4 shell finish options.
Seat	<input checked="" type="checkbox"/> Fabric Vinyl Inj. Molded <input checked="" type="checkbox"/> Wood Shell	Wood shell molded seat and back c/w with upholstered seat cushion. At least 100,000 double rub minimum c/w stain resistance. 2 grades above 2nd lowest grade. Minimum 4 shell finish options.

Frame	Wood <input checked="" type="checkbox"/> Metal	
Back Height	Low Mid <input checked="" type="checkbox"/> High	
Arm	<input checked="" type="checkbox"/> Armless Loop Open Closed Cantilever (T)	
Base	<input checked="" type="checkbox"/> 4-Point Castors Sled Base	
Stacking	Yes <input checked="" type="checkbox"/> No	
Glides	<input checked="" type="checkbox"/> Hard Surface Carpet	
Foot Rest	<input checked="" type="checkbox"/> Yes No	
Leg	Wood <input checked="" type="checkbox"/> Metal	Minimum 2 finish options

LOCATION / FINISH SUMMARY

Furn. Code	Item Description	Room No.	Room Name	Qty.
ST-1	Bar Stool			

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

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SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE:** TD-1**DESCRIPTION:** Dining Table 1**SIZE:** 30"w x 30"d x 29"h**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 7

FEATURES:	VALUE	COMMENTS:
Base	T-base Bullet Foot <input checked="" type="checkbox"/> Pedestal 4 Leg	Disc pedestal base
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	2 grades above standard laminate offering.
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC Edge to be at least 2mm thick and must have a base colour match or exact match to top
Height Adjustable	Yes <input checked="" type="checkbox"/> No	
Folding	Yes <input checked="" type="checkbox"/> No	
Flip Top	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface Carpet	

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
TD-1	Dining Table		Staff Hub	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED
 IMAGES MAY NOT REPRESENT SPECIFIED ITEM
 WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE:** TD-2**DESCRIPTION:** Dining Table 2**SIZE:** 84"w x 36"d x 42"h**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 1

FEATURES:	VALUE	COMMENTS:
Base	T-base Bullet Foot Pedestal X 4 Leg	4 leg with integrated foot rail
Top	Wood X Plastic Laminate	3 grades above standard laminate offering.
Edge	Wood X PVC Plastic Laminate	PVC Edge to be at least 2mm thick and must have a base colour match or exact match to top
Height Adjustable	Yes X No	
Folding	Yes X No	
Flip Top	Yes X No	
Glides	X Hard Surface Carpet	
Other		

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
TD-2	Dining Table	210	Staff Hub	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

**END OF SECTION**

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE: TM-1****DESCRIPTION:** Meeting Room Table 1**SIZE:** 96"W X 48"D X 29"H**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 2

FEATURES:	VALUE	COMMENTS:
Base / Leg	T-base Bullet Foot Pedestal	Other: Metal prong leg at slight angle complete with power management in hollow column integrated with leg. Powder coated base available in at least 3 colours.
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	Plastic Laminate in 3 grades above standard grade; specifically wood grain PLAM required. Shape: Rectangular
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC edge of at least 2mm thick, to match top.
Power	Power Port Surface Module <input checked="" type="checkbox"/> Grommet Multimedia Module	
Wire Management	<input checked="" type="checkbox"/> Access cover closed Access cover opened	

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
TM-1	Meeting Room Table		MEETING	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

**END OF SECTION**

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: TM-2

DESCRIPTION: Meeting Room Table 2

SIZE: 120"W X 48"D X 29"H

LOCATION: Refer to Location Summary/Furniture Plan

TOTAL QUANTITY: 1

FEATURES:	VALUE	COMMENTS:
Base / Leg	T-base Bullet Foot Pedestal	Other: Metal prong leg at slight angle complete with power management in hollow column integrated with leg. Powder coated base available in at least 3 colours.
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	Plastic Laminate in 3 grades above standard grade; specifically wood grain PLAM required. Shape: Rectangular
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC edge of at least 2mm thick, to match top.
Power	Power Port Surface Module <input checked="" type="checkbox"/> Grommet Multimedia Module	
Wire Management	<input checked="" type="checkbox"/> Access cover closed Access cover opened	

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
TM-2	Meeting Room Table		MEETING	

ACCEPTABLE PRODUCTS

MANUFACTURER: _____

MODEL NO: _____

SERIES: _____

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS



END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE: TOC-2****DESCRIPTION:** Occasional Table 2**SIZE:** 24"Dia X 16"H**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 2

FEATURES:	VALUE	COMMENTS:
Base	T-base Bullet Foot Disc Base <input checked="" type="checkbox"/> Pedestal	Disc Base
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	Plastic Laminate in 2 grades above standard grade; specifically wood grain PLAM required.
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	Minimum 2mm thick PVC edge to match top laminate.
Height Adjustable	Yes <input checked="" type="checkbox"/> No	
Folding	Yes <input checked="" type="checkbox"/> No	
Flip Top	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface <input checked="" type="checkbox"/> Carpet	

LOCATION SUMMARY

Furn. Code	Item Description	Room No.	Room Name	Qty.
TOC-2	Occasional Table		Waiting	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION: 12500****FURNITURE TYPE: TOC-3****DESCRIPTION:** Occasional Table 3**SIZE:** 36"w x 24"d x 29"h**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 1

FEATURES:	VALUE	COMMENTS:
Base	T-base Bullet Foot Pedestal	4 Post Leg
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	3 grades above standard laminate offering (HPL)
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC Edge to be at least 2mm thick and must have a base colour match or exact match to top
Height Adjustable	Yes <input checked="" type="checkbox"/> No	
Folding	Yes <input checked="" type="checkbox"/> No	
Flip Top	Yes <input checked="" type="checkbox"/> No	
Glides	Hard Surface <input checked="" type="checkbox"/> Carpet	

LOCATION SUMMARY

Furn. Code	Item Description	Room No.	Room Name	Approx Qty.
TOC-3	Occasional Table 3		Exams	

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED
 IMAGES MAY NOT REPRESENT SPECIFIED ITEM
 WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION: 12500****FURNITURE TYPE:** TT-1**DESCRIPTION:** Training Table 1**SIZE:** 54"w x 24"d x 29"h**LOCATION:** Refer to Location Summary/Furniture Plan**TOTAL QUANTITY:** 3

FEATURES:	VALUE	COMMENTS:
Base	T-base Bullet Foot Pedestal	C-leg, Metal, powder coat
Top	Wood <input checked="" type="checkbox"/> Plastic Laminate	3 grades above standard laminate offering (HPL)
Edge	Wood <input checked="" type="checkbox"/> PVC Plastic Laminate	PVC Edge to be at least 2mm thick and must have a base colour match or exact match to top
Height Adjustable	Yes <input checked="" type="checkbox"/> No	
Folding	<input checked="" type="checkbox"/> Yes No	Folding and nesting c/w locking mechanism in both open and folded position.
Flip Top	<input checked="" type="checkbox"/> Yes No	
Glides	Hard Surface Carpet	Other: Locking casters

LOCATION SUMMARY

Furn. Code	Item Description	Room No.	Room Name	Approx Qty.
TT-1	Training Table			

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

END OF SECTION

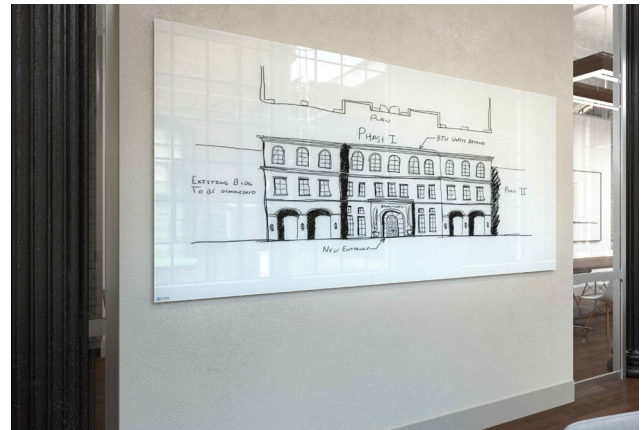
SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION: 12500****FURNITURE TYPE:** WB-1**DESCRIPTION:** WHITEBOARD 1**SIZE:** 72" x 36"**LOCATION:** Refer to Location Summary/Furniture Plans**TOTAL QUANTITY:** 3

FEATURES:	VALUE	COMMENTS:
Features	X Magnetic X Glass X Non-Staining Mobile	1/4" tempered safety glass Non-staining writing surface Backpainted in white
Frame	Powder-coated steel Premium wood frame	Frameless with eased corners and concealed mounting hardware.

LOCATION SUMMARY

Furn. Code	Item Description	Room No.	Room Name	Approx Qty.
WB-1	WHITEBOARD 1			

ACCEPTABLE PRODUCTS**MANUFACTURER:****MODEL NO:****SERIES:**

ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION: 12500
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FURNITURE TYPE: WB-2

DESCRIPTION:	WHITEBOARD 2	SIZE:	48" x 36"
LOCATION:	Refer to Location Summary/Furniture Plans	TOTAL QUANTITY:	16

FEATURES:	VALUE	COMMENTS:
Features	<input checked="" type="checkbox"/> Magnetic Glass <input checked="" type="checkbox"/> Non-Staining Mobile <input checked="" type="checkbox"/> No exposed fasteners	Dry erase, porcelain surface
Frame	Powder-coated steel Premium wood frame <input checked="" type="checkbox"/> Frameless	Ensure edge is fully finished or c/w frame.

LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Approx Qty.
WB-2	WHITEBOARD 2			

ACCEPTABLE PRODUCTS

MANUFACTURER: _____
MODEL NO: - _____
SERIES: _____



ALTERNATE PRODUCTS WILL BE CONSIDERED
IMAGES MAY NOT REPRESENT SPECIFIED ITEM
WARRANTY TO BE AT LEAST 10 YEARS ON PARTS

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE	SPECIFICATION SECTION:	12500
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FURNITURE TYPE: WKSTN-1

DESCRIPTION: WORKSTATIONS

SIZE: 8'-0" x 6'-0"

LOCATION: Refer to Location Summary/Furni

TOTAL QUANTITY: 9

FEATURES:	VALUE		COMMENTS:
Panels	Yes No	X	Monolithic. Structure to be of metal, powder coated in standard range finish c/w upholstered panel and rectangular trim. Fabric to be three grades above standard grade. Provide at least two punch outs on each side of the panel for wire management in panel base.
Material: Worksurface	Wood Plastic Laminate	X	Primary worksurface to be height adjustable, and free standing from panel system. Ensure that base/legs are clear of other furniture components, and that the adjustability can be set to the range of height adjustment to clear lower storage. Height adjustable specs to match HA-1. Return worksurface to be fixed. PLAM to be three grades above standard grade.
Material: Worksurface Edge	PVC PVC Free	X	To match laminate colour and be at least 2mm thick.
Worksurface Features	Grommet	X	Allow for one grommet in primary and one in secondary surface; colour to match PLAM.
Mobile Pedestal	Pencil/Box/File Pedestal Quantity	1	Mobile c/w upholstered, integrated/attached seat pad; upholstery minimum 150,000 double rubs. Fabric grade two grades above standard range. Metal P/B/F c/w castors.
Personal Storage Tower	Metal	X	Dual hinge door with file file lower storage. Include coat storage within full height door.
Locking		X	All storage lockable. Each workstation's lockable components to be keyed alike; every employee's workstation to be keyed differently.
Power/Data Connections	Quantity of Power Outlets	2	1 Circuit per grouping of 2 workstations. Ensure workstation panels include power harness.
	Quantity of Data Connections	2	
	Quantity of Voice Connections	2	

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

Power/Data Location	Power/Communications on wall (provide access via partial ht gable) Power/Communications floor pedestal into panel base	X	Depending on the location of the furniture, the power and data requirements have to be able to be fed into the system using varying methods - as indicated.
	Power/Communications from	X	
	Power/Communications in wall into panel base	X	It has to consider connection with a whip and be able to connect to an electrical raceway where workstation are at the perimeter of the building.
Sustainability	Indoor Air Certification	X	
	FSC Certified Wood	X	
	Rapidly Renewable Materials		
	Regional Materials		
	% Recycled Content - Post-Consume	X	
	% Recycled Content - Pre-Consumer		
	Low VOC	X	
	No Added Urea Formaldehyde	X	
	MBDC Cradle to Cradle Design	Silver	
Warranty	10 year warranty: all	X	
Finishes	Plastic Laminate		As noted
	Metal Finish		As noted
	Panel Fabric		As noted

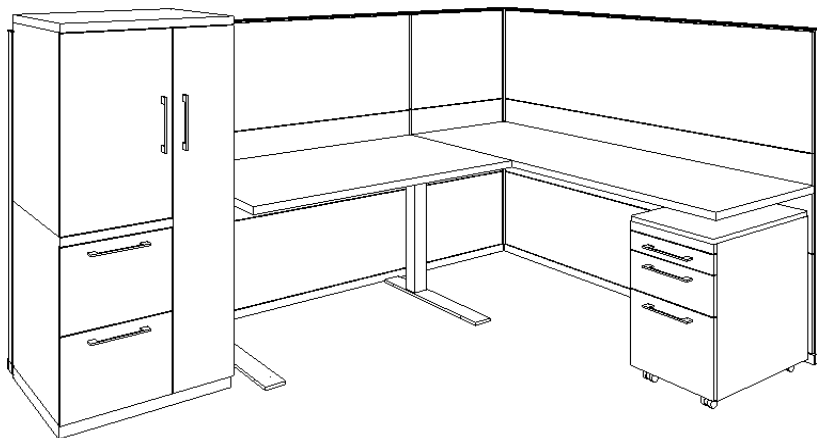
LOCATION SUMMARY				
Furn. Code	Item Description	Room No.	Room Name	Qty.
WKSTN-01	WORKSTATION		Varies	

ACCEPTABLE PRODUCTS

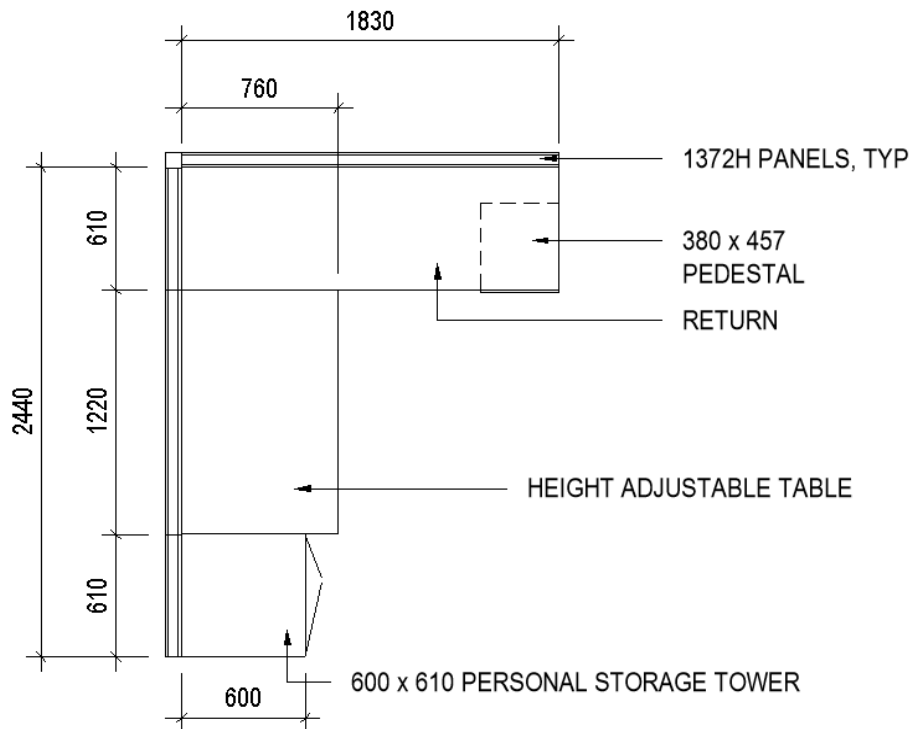
MANUFACTURER: _____

MODEL NO: _____

SERIES: _____



SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE



ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

FURNITURE MANUFACTURER TO VERIFY FINAL FURNITURE ITEM COUNT

END OF SECTION

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

CLASSIFICATION: FURNITURE**SPECIFICATION SECTION:****12500****FURNITURE TYPE: WKSTN-2****DESCRIPTION:** WORKSTATIONS**SIZE:** 8'-0" x 5'-6"**LOCATION:** Refer to Location Summary/Furni**TOTAL QUANTITY:** 7

FEATURES:	VALUE		COMMENTS:
Panels	Yes No	X	Monolithic. Structure to be of metal, powder coated in standard range finish c/w upholstered panel and rectangular trim. Fabric to be three grades above standard grade. Provide at least two punch outs on each side of the panel for wire management in panel base.
Material: Worksurface	Wood Plastic Laminate	X	Primary worksurface to be height adjustable, and free standing from panel system. Ensure that base/legs are clear of other furniture components, and that the adjustability can be set to the range of height adjustment to clear lower storage. Height adjustable specs to match HA-1. Return worksurface to be fixed. PLAM to be three grades above standard grade.
Material: Worksurface Edge	PVC PVC Free	X	To match laminate colour and be at least 2mm thick.
Worksurface Features	Grommet	X	Allow for one grommet in primary and one in secondary surface; colour to match PLAM.
Mobile Pedestal	Pencil/Box/File Pedestal Quantity	1	Mobile c/w upholstered, integrated/attached seat pad; upholstery minimum 150,000 double rubs. Fabric grade two grades above standard range. Metal P/B/F c/w castors.
Personal Storage Tower	Metal	X	Dual hinge door with file file lower storage. Include coat storage within full height door.
Locking		X	All storage lockable. Each workstation's lockable components to be keyed alike; every employee's workstation to be keyed differently.
Power/Data Connections	Quantity of Power Outlets	2	1 Circuit per grouping of 2 workstations. Ensure workstation panels include power harness.
	Quantity of Data Connections	2	
	Quantity of Voice Connections	2	
Power/Data Location	Power/Communications on wall (provide access via partial ht gable) Power/Communications floor pedestal into panel base	X	Depending on the location of the furniture, the power and data requirements have to be able to be fed into the system using varying methods - as indicated.
	Power/Communications from Power/Communications in wall into panel base	X X	It has to consider connection with a whip and be able to connect to an electrical raceway where workstation are at the perimeter of the building.
		X	

SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE

Sustainability	Indoor Air Certification	X
	FSC Certified Wood	X
	Rapidly Renewable Materials	
	Regional Materials	
	% Recycled Content - Post-Consume	X
	% Recycled Content - Pre-Consumer	
	Low VOC	X
	No Added Urea Formaldehyde	X
	MBDC Cradle to Cradle Design	Silver
Warranty	10 year warranty: all	X
Finishes	Plastic Laminate	As noted
	Metal Finish	As noted
	Panel Fabric	As noted

LOCATION SUMMARY

<u>Furn. Code</u>	<u>Item Description</u>	<u>Room No.</u>	<u>Room Name</u>	<u>Qty.</u>
WKSTN-02	WORKSTATION		Varies	

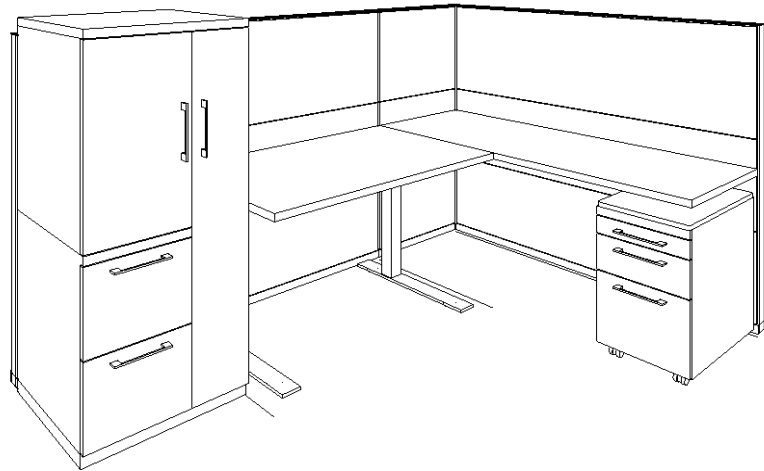
ACCEPTABLE PRODUCTS

MANUFACTURER:

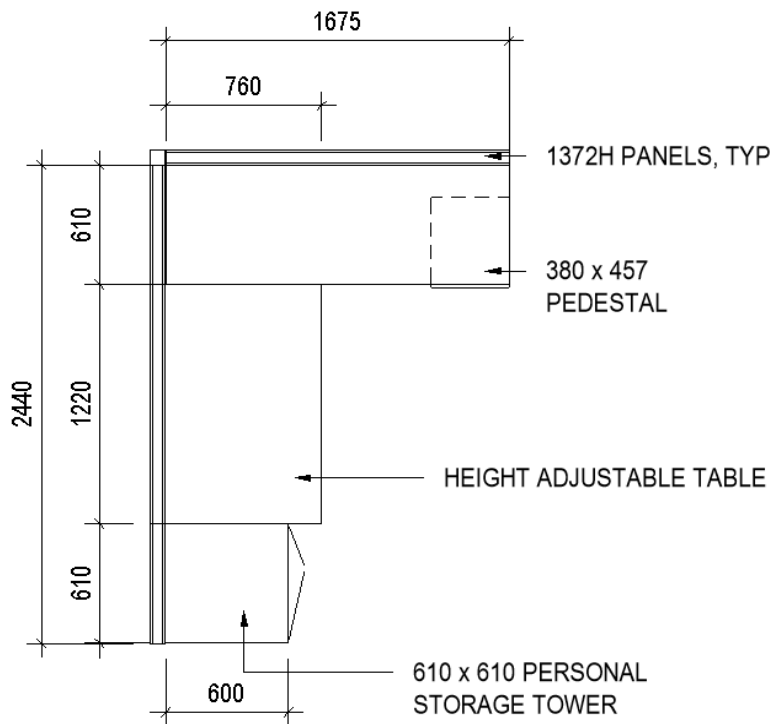
MODEL NO:

SERIES:

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SPECIFICATION LISTING
FURNITURE FIXTURES AND EQUIPMENT FOR CITY OF IQALUIT OPERATIONS CENTRE



ALTERNATE PRODUCTS WILL BE CONSIDERED

IMAGES MAY NOT REPRESENT SPECIFIED ITEM

WARRANTY TO BE AT LEAST 10 YEARS ON PARTS, 5 YEARS ON UPHOLSTERY

FURNITURE MANUFACTURER TO VERIFY FINAL FURNITURE ITEM COUNT

END OF SECTION

APPENDIX 2



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Consultants



Legend

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Permit-Seal

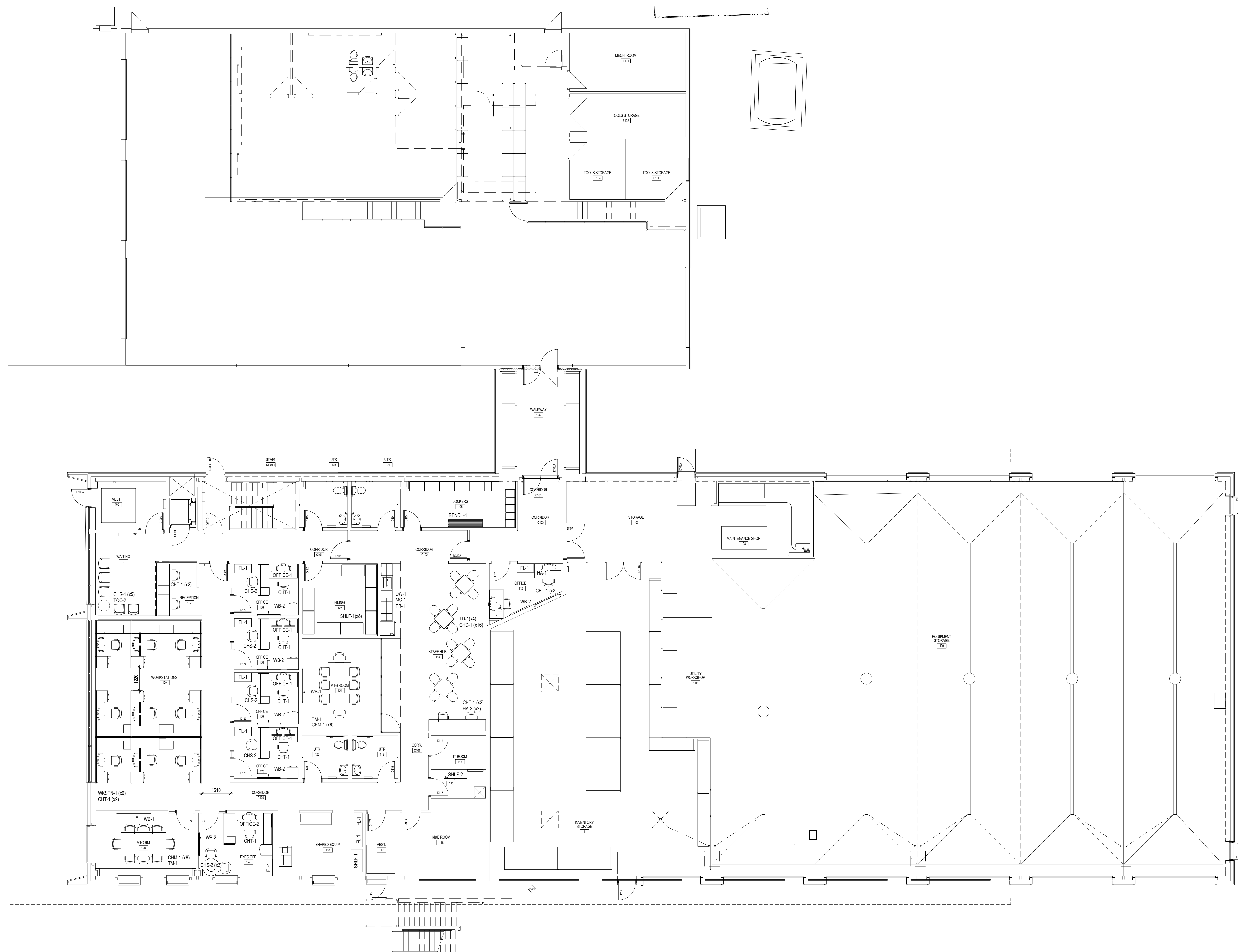
FURNITURE FIXTURES AND
EQUIPMENT FOR CITY OF IQALUIT
- OPERATIONS CENTRE

Title

MAIN FLOOR FURNITURE PLAN

Project No. 20230004	Scale	
Drawing No.	Sheet	Revision

IF-100





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Legend

[illegible]

Permit-Seal

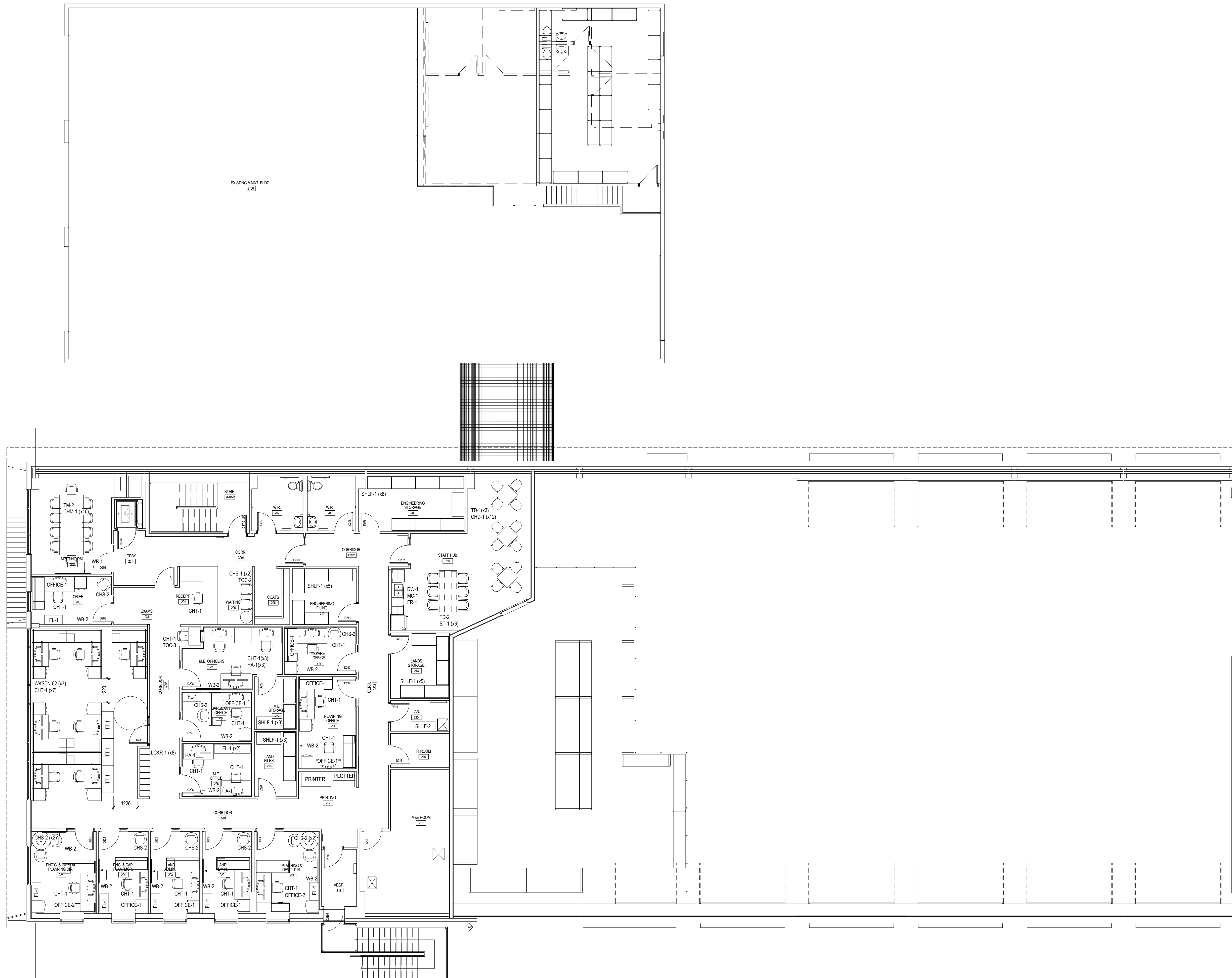
FURNITURE FIXTURES AND
EQUIPMENT FOR CITY OF IQALUIT
- OPERATIONS CENTRE

Title

SECOND FLOOR FURNITURE PLAN

Project No. 20230004	Scale	
Drawing No.	Sheet	Revision

IF-101



1 **SECOND FLOOR FURNITURE PLAN**
IF-101 1/8" = 1'-0"

1/8" = 1'-0"

APPENDIX 3

2023-RFQ-141

Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
BASE BID			
1.1	BENCH-1		
1.1.1	Width: 72"		
1.1.2	Depth: 18"		
1.1.3	Height: 18"		
1.1.4	Seat Material: Wood		
1.1.5	Frame Material: Metal		
1.1.6	Security Mount: Include Optional Security Mount		
1.1.7	Warranty: Minimum 10 years on parts		
1.2	CHD-1		
1.2.1	Width: 23"		
1.2.2	Depth: 21.5"		
1.2.3	Height: 33"		
1.2.4	Back Material: Injection Molded		
1.2.5	Seat Material: Injection Molded		
1.2.6	Frame: Metal		
1.2.7	Back Height: Mid		
1.2.8	Arm: Armless		
1.2.9	Base: 4-Point		
1.2.10	Stacking: Yes		
1.2.11	Glides: Hard-Surface		
1.2.12	Leg: Metal		
1.2.13	Warranty: Minimum 10 years on parts		
1.2.14	BIFMA: Level 3 Certified		
1.3	CHM-1		
1.3.1	Width: 27.5"		
1.3.2	Depth: 27.5"		
1.3.3	Height: 40.3"-44.5"		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.3.4	Back: Mesh Upholstery		
1.3.5	Seat: Mesh Upholstery		
1.3.6	Back Height: Mid/High		
1.3.7	Arm: Loop, Fixed		
1.3.8	Base: Castors		
1.3.9	Warranty: Minimum 10 years on parts, 5 years on any applicable upholstery.		
1.3.10	BIFMA: Level 2 Certified		
1.4	CHS-1		
1.4.1	Width: 23"		
1.4.2	Depth: 21.5"		
1.4.3	Height: 33"		
1.4.4	Back: Upholstery		
1.4.5	Seat: Upholstery		
1.4.6	Frame: Metal		
1.4.7	Back Height: Mid		
1.4.8	Arm: Armless		
1.4.9	Base: 4-Point		
1.4.10	Stacking: Yes		
1.4.11	Glides: Carpet		
1.4.12	Leg: Metal		
1.4.13	Warranty: Minimum 10 years on parts, 5 years on any applicable upholstery.		
1.4.14	BIFMA: Level 3 Certified		
1.5	CHS-2		
1.5.1	Width: 26"		
1.5.2	Depth 23"		
1.5.3	Height 18.5"		
1.5.4	Back: Upholstery		
1.5.5	Seat: Upholstery		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.5.6	Frame: Metal		
1.5.7	Back Height: Mid		
1.5.8	Arm: Closed		
1.5.9	Base: 4-Point		
1.5.10	Glides: Carpet		
1.5.11	Leg: Metal		
1.5.12	Warranty: Minimum 10 years on parts, 5 years on any applicable upholstery.		
1.6	CHT-1		
1.6.1	Width: 27"		
1.6.2	Depth: 26"		
1.6.3	Height: 39"-44"		
1.6.4	Back Height: High		
1.6.5	Arm: Pivoting arm		
1.6.6	Base: Castors		
1.6.7	Back: Mesh Upholstery		
1.6.8	Seat: Upholstery		
1.6.9	Base: Metal		
1.6.10	Warranty: Minimum 10 years on parts, 5 years on any applicable upholstery.		
1.6.11	BIFMA: Level 3 Certified		
1.7	FL-1		
1.7.1	Width: 30"		
1.7.2	Depth: 18.75"		
1.7.3	Height: 27.5"		
1.7.4	Drawers: 2H		
1.7.5	Construction: Full frame steel		
1.7.6	Full-Extension Steel Ball Bearing Slides: Yes		
1.7.7	Drawer Interlock System: Yes		
1.7.8	Door/Drawer Type: Inner Drawer Front, Fixed Front Drawers		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.7.9	Base: Integral Base		
1.7.10	Finish: Wear Resistant Baked Enamel Finish		
1.7.11	Locking: Keyed differently		
1.7.12	Counterweight: Yes		
1.7.13	Plate Divider: Yes		
1.7.14	Filing Method: Side to Side Filing complete with hanging bars		
1.7.15	Pull: J-Pull Steel Integrated, ADA Compliant		
1.7.16	Leg Hardware: Glide with Adjustable Levelling		
1.7.17	Warranty: Minimum 10 years on parts		
1.7.18	BIFMA: Level 3 Certified		
1.8	HA-1		
1.8.1	Width: 60"		
1.8.2	Depth: 30"		
1.8.3	Height: 22"-48"		
1.8.4	Base: C-Leg, Metal		
1.8.5	Top: Plastic Laminate		
1.8.6	Edge: PVC at least 2mm thick		
1.8.7	Height Adjustable: Yes, electrical adjustability		
1.8.8	Warranty: Minimum 10 years on parts		
1.8.9	BIFMA: Level 3 Certified		
1.9	HA-2		
1.9.1	Width: 60"		
1.9.2	Depth: 24"		
1.9.3	Height: 22" - 48"		
1.9.4	Base: T-Leg, Metal		
1.9.5	Top: Plastic Laminate		
1.9.6	Edge: PVC at least 2mm thick		
1.9.7	Height Adjustable: Yes, electrical adjustability		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.9.8	Warranty: Minimum 10 years on parts		
1.9.9	BIFMA: Level 3 Certified		
1.10	SHELF-1		
1.10.1	Width: 48"		
1.10.2	Depth: 24"		
1.10.3	Height: 72"		
1.10.4	Construction: Full frame steel, mechanically assembled		
1.10.5	Counterweight: Where Applicable		
1.10.6	Warranty: Minimum 10 years on parts		
1.10.7	Greenguard Certified		
1.11	SHELF-2		
1.11.1	Width: 48"		
1.11.2	Depth: 18"		
1.11.3	Height: 72"		
1.11.4	Construction: Full frame steel, mechanically assembled		
1.11.5	Counterweight: Where Applicable		
1.11.6	Warranty: Minimum 10 years on parts		
1.11.7	Greenguard Certified		
1.12	ST-1		
1.12.1	Width: 17"		
1.12.2	Depth: 18"		
1.12.3	Height: Bar Stool		
1.12.4	Back: Wood Shell		
1.12.5	Seat: Wood Shell with Upholstery		
1.12.6	Frame: Metal		
1.12.7	Back Height: High		
1.12.8	Arm: Armless		
1.12.9	Base: 4-Point		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.12.10	Glides: Hard-Surface		
1.12.11	Foot Rest: Yes		
1.12.12	Leg: Metal		
1.12.13	Warranty: Minimum 10 years on parts, 5 years on any applicable upholstery.		
1.13	TD-1		
1.13.1	Width: 30"		
1.13.2	Depth: 30"		
1.13.3	Height: 29"		
1.13.4	Base: Disc, Pedestal		
1.13.5	Top: Plastic Laminate		
1.13.6	Edge: PVC at least 2mm thick with exact match to top laminate		
1.13.7	Warranty: Minimum 10 years on parts		
1.13.8	BIFMA Certified		
1.14	TD-2		
1.14.1	Width: 84"		
1.14.2	Depth: 36"		
1.14.3	Height: 42"		
1.14.4	Base: 4 Leg with Integrated Foot Rail		
1.14.5	Top: Plastic Laminate		
1.14.6	Edge: PVC at least 2mm thick with exact match to top laminate		
1.14.7	Glides: Hard-Surface		
1.14.8	Warranty: Minimum 10 years on parts		
1.14.9	BIFMA: Level 3 Certified		
1.15	TM-1		
1.15.1	Width: 96"		
1.15.2	Depth: 48"		
1.15.3	Height: 29"		
1.15.4	Base: Metal Prong Legs c/w integrated Power Management. Powder Coated Base		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.15.5	Top: Plastic Laminate		
1.15.6	Edge: PVC at least 2mm thick with exact match to top laminate		
1.15.7	Power: Integrated Grommet		
1.15.8	Wire Management: Access Cover Closed		
1.15.9	Warranty: Minimum 10 years on parts		
1.15.10	BIFMA: Level 1 Certified		
1.16	TM-2		
1.16.1	Width: 120"		
1.16.2	Depth: 48"		
1.16.3	Height: 29"		
1.16.4	Base: Metal Prong Legs c/w integrated Power Management. Powder Coated Base		
1.16.5	Top: Plastic Laminate		
1.16.6	Edge: PVC at least 2mm thick with exact match to top laminate		
1.16.7	Power: Integrated Grommet		
1.16.8	Wire Management: Access Cover Closed		
1.16.9	Warranty: Minimum 10 years on parts		
1.16.10	BIFMA: Level 1 Certified		
1.17	TOC-1 NOT USED		
1.18	TOC-2		
1.18.1	Diameter: 24"		
1.18.2	Height: 16"		
1.18.3	Base: Disc, Pedestal		
1.18.4	Top: Plastic Laminate		
1.18.5	Edge: PVC at least 2mm thick with exact match to top laminate		
1.18.6	Glides: Carpet		
1.18.7	Warranty: Minimum 10 years on parts		
19	TOC-3		
1.19.1	Width: 36"		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.19.2	Depth: 24"		
1.19.3	Height: 29"		
1.19.4	Base: 4-Point		
1.19.5	Top: Plastic Laminate		
1.19.6	Edge: PVC at least 2mm thick with exact match to top laminate		
1.19.7	Glides: Carpet		
1.19.8	Warranty: Minimum 10 years on parts		
1.20	TT-1		
1.20.1	Width: 54"		
1.20.2	Depth: 24"		
1.20.3	Height: 29"		
1.20.4	Base: Metal C-Leg, Powder Coated		
1.20.5	Top: Plastic Laminate		
1.20.6	Edge: PVC at least 2mm thick with exact match to top laminate		
1.20.7	Folding: Yes, with locking		
1.20.8	Nesting: Yes, with locking		
1.20.9	Castors: Locking		
1.20.10	Warranty: Minimum 10 years on parts		
1.20.11	BIFMA: Level 3 Certified		
1.21	WB-1		
1.21.1	Width: 72"		
1.21.2	Height: 36"		
1.21.3	Material: 1/4" tempered safety glass, non-staining writing surface		
1.21.4	Frame: Frameless with eased corners		
1.21.5	Mounting: Councealed mounting hardware		
1.21.6	Warranty: Minimum 10 years on parts		
1.22	WB-2		
1.22.1	Width: 48"		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.22.2	Height: 36"		
1.22.3	Material: Porcelain dry erase surface, non staining, magnetic		
1.22.4	Frame: Frameless beveled Edge		
1.22.5	Warranty: Minimum 10 years on parts		
1.23	WKSTN-01		
1.23.1	Overall Workstation Size: 8'-0" x 6'-0"		
1.23.2	Panels: Monolithic, structure to be powder coated metal, c/w upholstered panel.		
1.23.3	Worksurface: Primary worksurface to be plastic laminate and height adjustable. Return worksurface to be plastic laminate and fixed.		
1.23.4	Worksurface Edge: PVC to match laminate colour, minimum 2mm thick.		
1.23.5	Grommet: include one grommet per primary and one grommet per secondary workstation, colour match to plastic laminate.		
1.23.6	Mobile Pedestal: Metal, Pencil/Box/File, Mobile. Locking. Upholstered		
1.23.7	Personal Storage Tower: Metal, Dual hinge doors (one full height with coat storage) with lower file file storage. Locking.		
1.23.8	Locking: All storage to be loackable. Eash workstation's components to be keyed alike, every employee's workstation to be keyed differently.		
1.23.9	Power and Data: 2 duplex receptacles, 2 data, 2 voice per workstation. 2 workstations powered per circuit		
1.23.10	Sustainability: Indoor Air Certification, FSC Certified Wood, % Recycled Content (Post-Consumer), Low VOC, No added urea formaldehyde, MBDC Cradel to Cradle Design Silver		
1.23.11	Warranty: Minimum 10 years.		
1.24	WKSTN-02		
1.24.1	Overall Workstation Size: 8'-0" x 5'-6"		
1.24.2	Panels: Monolithic, structure to be powder coated metal, c/w upholstered panel.		
1.24.3	Worksurface: Primary worksurface to be plastic laminate and height adjustable. Return worksurface to be plastic laminate and fixed.		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.24.4	Worksurface Edge: PVC to match laminate colour, minimum 2mm thick.		
1.24.5	Grommet: include one grommet per primary and one grommet per secondary workstation, colour match to plastic laminate.		
1.24.6	Mobile Pedestal: Metal, Pencil/Box/File, Mobile. Locking. Upholstered		
1.24.7	Personal Storage Tower: Metal, Dual hinge doors (one full height with coat storage) with lower file file storage. Locking.		
1.24.8	Locking: All storage to be loackable. Eash workstation's components to be keyed alike, every employee's workstation to be keyed differently.		
1.24.9	Power and Data: 2 duplex receptacles, 2 data, 2 voice per workstation. 2 workstations powered per circuit		
1.24.11	Sustainability: Indoor Air Certification, FSC Certified Wood, % Recycled Content (Post-Consumer), Low VOC, No added urea formaldehyde, MBDC Cradel to Cradle Design Silver		
1.24.12	Warranty: Minimum 10 years.		
1.25	OFFICE-1		
1.25.1	Overall Workstation Size: 9'-0" x 5'-6"		
1.25.2	Worksurface: Primary worksurface to be plastic laminate and height adjustable. Return worksurface to be plastic laminate and fixed c/w modesty panels and end gables.		
1.25.3	Worksurface Edge: PVC to match laminate colour, minimum 2mm thick.		
1.25.4	Grommet: include one grommet per primary and one grommet per secondary workstation, colour match to plastic laminate.		
1.25.5	Mobile Pedestal: Metal, Pencil/Box/File, Mobile. Locking. Upholstered		
1.25.6	Personal Storage Tower: Metal, Dual hinge doors (one full height with coat storage) with lower file file storage. Locking.		
1.25.8	Sustainability: Indoor Air Certification, FSC Certified Wood, % Recycled Content (Post-Consumer), Low VOC, No added urea formaldehyde, MBDC Cradel to Cradle Design Silver		
1.25.9	Warranty: Minimum 10 years.		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.26	OFFICE-2		
1.26.1	Overall Workstation Size: 8'-6" x 7'-6"		
1.26.2	Worksurface: Primary worksurface to be plastic laminate and height adjustable. Return worksurfaces to be plastic laminate and fixed c/w modesty panels and end gables.		
1.26.3	Worksurface Edge: PVC to match laminate colour, minimum 2mm thick.		
1.26.4	Grommet: include one grommet per primary and one grommet per secondary workstation, colour match to plastic laminate.		
1.26.5	Table: 36" Dia. Plastic laminate c/w matching PVC edge minimum 2mm thick. Disc pedestal base.		
1.26.6	Mobile Pedestal: Metal, Pencil/Box/File, Mobile. Locking. Upholstered		
1.26.7	Personal Storage Tower: Metal, Dual hinge doors (one full height with coat storage) with lower file file storage. Locking.		
1.26.9	Sustainability: Indoor Air Certification, FSC Certified Wood, % Recycled Content (Post-Consumer), Low VOC, No added urea formaldehyde, MBDC Cradel to Cradle Design Silver		
1.26.10	Warranty: Minimum 10 years.		
1.27	MTARM-1		
1.27.1	Bracket Style: Dual Bracket for 2 monitors		
1.27.2	Mount: Two piece clamp mount with base		
1.27.3	Colour: Polished Aluminum with white trim		
1.27.4	Post Height: 12"		
1.27.5	Arm Style Link: Dynamic Link		
1.27.6	Arm Vesa Bracket: Standard 100mm x 100mm, Black		
1.27.7	Recycled Content: Recycled Aluminum		
1.27.8	Slider: Slider for single monitor (each arm)		
1.27.9	Weight Limit: Up to 100lbs		
1.27.10	Maximum Arm Reach: Up to 28"		
1.27.11	Maximum Height Adjustment: Up to 10" Dynmic 30" Static		

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Item #	Performance Specification	Performance Specification Offered. Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference In this column, bidders should cross-reference where this performance specification is indicated in their supporting documents
1.28	LCKR-1		
1.28.1	Width: 12"		
1.28.2	Depth: 18.75"		
1.28.3	Height: 63.5"		
1.28.4	Locking: Yes		
1.28.5	Accessories: Upper Shelf, Coat Hook, Boot Tray		
1.28.6	Ventilation: Back Panel		
1.28.7	Material: Laminate		
1.28.8	Door Pull: Linear		
APPLIANCES			
1.29	DW-1		
1.29.1	Width: 23 9/16"		
1.29.2	Depth: 22 9/16"		
1.29.3	Height: 33 7/8"		
1.29.4	Finish: Stainless Steel		
1.30	FR-1		
1.30.1	Width: 30"		
1.30.2	Depth: 30.3"		
1.30.3	Height: 65.9"		
1.30.4	Finish: Stainless Steel		
1.31	MC-1		
1.31.1	Width: 21.9"		
1.31.2	Depth: 19.4"		
1.31.3	Height: 12"		
1.31.4	Finish: Stainless Steel		

APPENDIX 4

Part 1 General

1.1 SECTION INCLUDES

- .1 Refrigerator
- .2 Microwave
- .3 Dishwasher

1.2 RELATED REQUIREMENTS

- .1 Division 22 - Plumbing: Domestic water, piping and drainage.
- .2 Division 23 - Heating, Ventilating, and Air-Conditioning

1.3 DEFINITIONS

- .1 Basis-of-Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating other acceptable products.

1.4 REFERENCES

- .1 NSF International (NSF)
 - .1 ANSI/NSF 184-2014, Residential Dishwashers

1.5 SUBMITTALS FOR REVIEW

- .1 Section 01 33 00: Submission procedures.
- .2 Product Data: Provide manufacturer's printed product literature for each specified item. Include product characteristics, performance criteria, physical size, and finish.

1.6 CLOSEOUT SUBMITTALS

- .1 Warranty and Maintenance Documentation: Include warranty and maintenance information on regular servicing.

1.7 QUALITY ASSURANCE

- .1 Equipment: Conform to applicable code for CSA approval and certification.

1.8 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for recycling or salvage.

1.9 WARRANTY

- .1 Provide manufacturers' standard warranties.

Part 2 Products

2.1 MANUFACTURERS

- .1 Basis-of-Design Products: Subject to compliance with requirements, provide the following Products, or acceptable Products approved by the Consultant.
 - .1 Refrigerator 30" 18.3cu Top Mount Model FFHT1835VS as manufactured by Frigidaire
 - .2 Dishwasher: 100 Series dishwasher Model SHXM4AY55N as manufactured by Bosch
 - .3 Microwave: Model NNST785S as manufactured by Panasonic.

Alternates will be reviewed and considered from the following manufacturers: Frigidaire, Bosch, KitchenAid, Whirlpool, Maytag, Samsung, LG

.2 ACCESSORIES

2.2 Fasteners and Anchors: Galvanized or stainless steel type, anchors, screws, bolts, expansion shields, set screws; required by the type of construction to which they are attached.

.1 Provide water hoses, connections, and drain lines for piped utilities.

Part 3 Execution
3.1 PREPARATION

.1 Verify that prepared openings are ready to receive work and opening dimensions are as indicated on shop drawings and instructed by the manufacturer.

.2 Verify that proper power supply is available.

3.2 INSTALLATION

.1 Install appliances to manufacturer's written instructions and CSA requirements.

.2 Set and adjust units level and plumb.

.3 Activate units to confirm correct operation.

.4 Turn refrigerators and freezers on to moderate temperature setting.

.5 Connect to utilities and make units operational.

END OF SECTION