

Dorm Furniture Specifications

The Contractor shall provide all services and deliverables as required, described, and detailed herein, and shall meet all service and delivery timelines as specified by this contract. The contract term shall be for one (1) year with one (1) additional twelve (12) month option to renew. The Contractor shall provide dorm furniture and installation as specified below.

A. Definitions. For purposes of this Contract, definitions shall be as follows and as set forth in the Contract:

- a. "Approved State Contact" means a point of contact approved by the Project Manager
- b. "Consulting Services" means services that include, but may not be limited to, space planning, installation plans, furniture migration strategies, reconfiguration of existing systems, assistance with furniture selection, interior office design, and computerized installation drawings.
- c. "Custom Reports" means any reports mutually agreed upon by the State and the Contractor related to the production, installation, or delivery of furniture provided on the Contract.
- d. "Inside" means any approved location within a State occupied building.
- e. "Installation Services" means services that include all labor required to disassemble, assemble, deliver, set-up, install, or otherwise finish an office installation or remodel project.
- f. "Lead Installer" means the main on-site point of contact for the State during installation. The Lead Installer shall be responsible for activities including: attending pre-install meetings if requested by the State, confirming delivery dates, confirming installation dates, providing contact information for gaining building or dock access, reporting missing, delayed, or damaged items to the State and the Contractor, confirming receipt of drawings prior to install, ensuring all relative paperwork is signed and returned in a timely manner, attending punch walk-through, ensuring completion of punch list items, reporting any electrical or data issues, and coordination with other vendors of the State working on the same property.
- g. "Project Manager" means the State's designated point of contact for the Contractor regarding all services.
- h. "Punch List" means an itemized list that the Contractor needs to accomplish before the Project can be deemed complete.
- i. "Ready for Use" means the product is unpacked, assembled, inspected, and accepted by the State.

B. Services. The Contractor shall provide the following services.

- B.1. Consulting Services. The Contractor shall provide Consulting Services, upon written request of the State. Any Consulting Services fee shall be quoted, ordered and billed separately in accordance with the payment methodology outlined in Section C.3. Acceptance and approval of Consulting Services will be at the sole discretion of the State.
- a. The Contractor shall provide a detailed and vetted furniture inventory report through email to the Approved State Contact within five (5) business days from delivery of product, in a format and of components acceptable to the State.
 - b. The Contractor shall provide mutually agreed upon Custom Reports, as requested periodically by the State, at no additional charge to the State. The Contractor shall coordinate with the State on the flexibility of the reporting system, format, and components tracked.
- B.2. Installation Services. The Contractor shall ensure the completion of all Installation Services. Acceptance and approval of labor for installation of such products will be at the sole discretion of the State.
- a. The Contractor shall schedule installation with State personnel within five (5) business days of receipt of product.
 - b. The Contractor shall provide confirmation of completion or punch list of installation including implementation schedule for final completion of said punch list within two (2) business days of original scheduled installation.
 - c. The Contractor shall complete all outstanding Punch List items within a maximum of twenty-one (21) days unless granted additional time, in writing, by the State.
 - d. The Contractor shall provide acknowledgement of project closeout and invoice all product and labor within five (5) days of completion.
 - e. The State requires that each Contractor have no return or restocking fees for any products returned within thirty (30) days of receipt.
 - f. The Contractor shall provide a detailed implementation plan to the Approved State Contact describing all the activities necessary to successfully make operational the full scope of services required by the Contract within ten (10) working days of the Effective Date of this Contract. The Contractor shall obtain State approval of its implementation plan prior to implementation.
 - g. The Contractor shall have a project manager onsite at all times through delivery, installation, and punch list until the project is completed.
 - h. The Contractor shall provide schedule and installation coordination with other vendors of the State operating on the same property. These shall include as a minimum: construction manager / general contractor for the building construction and other vendors whose products may need to be installed within or in conjunction with the products provided under this contract (i.e.: safes needing to be mounted to the base of wardrobes).
 - i. Progress Meetings: Contractor shall participate in regularly scheduled review meetings at

a cadence specified by the State. The Contractor shall inform the State on the Contractor's performance on its progress including project timelines, installation updates, and Service Level Agreements.

B.3. Testing. The Contractor shall provide all testing documentation for fabrics and furniture required to demonstrate that proposed items meet or exceed minimum standards for fabrics and load limits if requested by the State. Test results from the manufacturer or a certified testing laboratory are acceptable and must be the most recent test report, as provided by the manufacturer or certified testing laboratory. Should there be any resultant discrepancy between the following listed publications and this Contract, this Contract shall take precedence.

B.4. Delivery.

- a. Standard delivery of all goods will be Inside and Ready for Use, unless otherwise stated on a purchase order. The Contractor shall anticipate and make necessary arrangements for access to the delivery location considering presence and availability of loading docks, parking, and hours of operation.
- b. Shipping Confirmation. Contractor shall provide acknowledgement, in writing, of manufacturer's ship date within one (1) weeks of receipt of a purchase order and subsequent order placement.
- c. Delivery Confirmation. Contractor shall provide acknowledgement, in writing, of arrival of any goods and the receipt of these goods by the State within two (2) business days.
- d. Rejected Items or Late Delivery. In the event the Contractor fails to meet the requested delivery date, the State may cancel such order at that time, provided equipment has not been shipped from the Contractor's warehouse.
- e. Delivery Clean Up. The Contractor shall be responsible for the removal and disposal of all packaging materials, and any other debris resulting from the standard delivery of goods and installation.

B.5. Substitute Items Offered by the Contractor

- a. In the event that an awarded item is no longer being manufactured or is replaced by a functionally equivalent item, Contractor may offer a substitute item. The substitute shall:
 - b.
 1. Meet or exceed the functional, technical, and performance characteristics of the item being replaced;
 2. Not exceed the cost of the item being replaced by more than ten percent (10%); and
 3. Be available for order on the date Contractor requests to make the substitution. Contractor shall not make any substitutions for awarded items without the State's prior, written approval.
 - c. Contractor shall submit any proposed substitutions to the Project Manager and shall include sufficient information to show that the criteria above are met. The Project Manager may request sample substitutes for inspection or testing.

B.6. Contractor General Requirements.

- a. The Contractor shall have completed large-scale dorm room furniture installation projects for a wide range of public institutions which includes ordering, manufacturing, and installation of 300 plus dorm rooms.
- b. Contractor shall provide durable, commercial-grade casegoods, project management, installation, and responsive customer service from procurement through post-installation support.
- c. Based on the quantities listed below the Contractor shall provide a timeline for the project including manufacturing, delivery, installation, and punch.

C. **Commodities.** The Contractor shall provide furnishings that meet the following requirements.

C.1. Inservice Rooms (Commissioned Officers). Quantity of ninety-eight (98) Rooms. Each Inservice Room shall include:

- a. Two (2) twin XL beds that fit mattresses with dimensions of thirty-eight (38) inches by eighty (80) inches, require bunking capabilities.
- b. Two (2) nightstands with the following dimensions:
 1. Width: Minimum of eighteen (18) inches and maximum of twenty-four (24) inches.
 2. Depth: Minimum of eighteen (18) inches and maximum of twenty-four inches.
 3. Height: Minimum of twenty (20) and maximum of twenty-seven (27) inches.
- c. Two (2) desks with the following dimensions:
 1. Width: Minimum of forty (40) inches and a maximum of forty-eight (48) inches
 2. Depth: Minimum of twenty (20) inches and maximum of twenty-four (24) inches.
- d. Two (2) wardrobes with the following dimensions:
 1. Width: thirty-six (36) inches width
 2. Depth: twenty-four (24) inches
 3. Height: Minimum of seventy-two (72) inches.
- e. Two (2) table lamps with USB A and C ports.
- f. Mounting of safes (provided by others) to the base of wardrobe units with security fasteners.

C.2. Cadet Rooms. Quantity of two hundred three (203) Rooms. Each Cadet Room shall include:

- a. Two (2) twin XL beds that fit mattresses with dimensions of thirty-eight (38) inches by eighty (80) inches, require bunking capabilities.
- b. Two (2) nightstands with the following dimensions:
 1. Width: Minimum of eighteen (18) inches and maximum of twenty-four (24) inches.
 2. Depth: Minimum of eighteen (18) inches and maximum of twenty-four inches.
 3. Height: Minimum of twenty (20) and maximum of twenty-seven (27) inches.

- c. Two (2) wardrobes with the following dimensions:
 - 1. Width: thirty-six (36) inches width
 - 2. Depth: twenty-four (24) inches
 - 3. Height: Minimum of seventy-two (72) inches.
- d. Two (2) desks with the following dimensions:
 - 1. Width: Minimum of forty (40) inches and a maximum of forty-eight (48) inches
 - 2. Depth: Minimum of twenty (20) inches and maximum of twenty-four (24) inches.
- e. Two (2) table lamps with USB ports.

C.3. Inservice ADA Rooms (Commissioned Officers). Quantity of 3 Rooms. Each Inservice Room shall include:

- a. Two (2) queen beds that fit standard size queen mattresses.
- b. One (1) nightstand with the following dimensions:
 - 1. Width: Minimum of eighteen (18) inches and maximum of twenty-four (24) inches.
 - 2. Depth: Minimum of eighteen (18) inches and maximum of twenty-four inches.
 - 3. Height: Minimum of twenty (20) and maximum of twenty-seven (27) inches.
- c. Two (2) desks with the following dimensions:
 - 1. Width: Minimum of forty (40) inches and a maximum of forty-eight (48) inches
 - 2. Depth: Minimum of twenty (20) inches and maximum of twenty-four (24) inches.
- d. Two (2) wardrobes with the following dimensions:
 - 1. Width: thirty-six (36) inches width
 - 2. Depth: twenty-four (24) inches
 - 3. Height: Minimum of seventy-two (72) inches.
- e. One (1) table lamp with USB A and C ports.
- f. Mounting of safes (provided by others) to the base of wardrobe units with security fasteners.

C.4. Cadet ADA Rooms. Quantity of 4 Rooms. Each Cadet Room shall include:

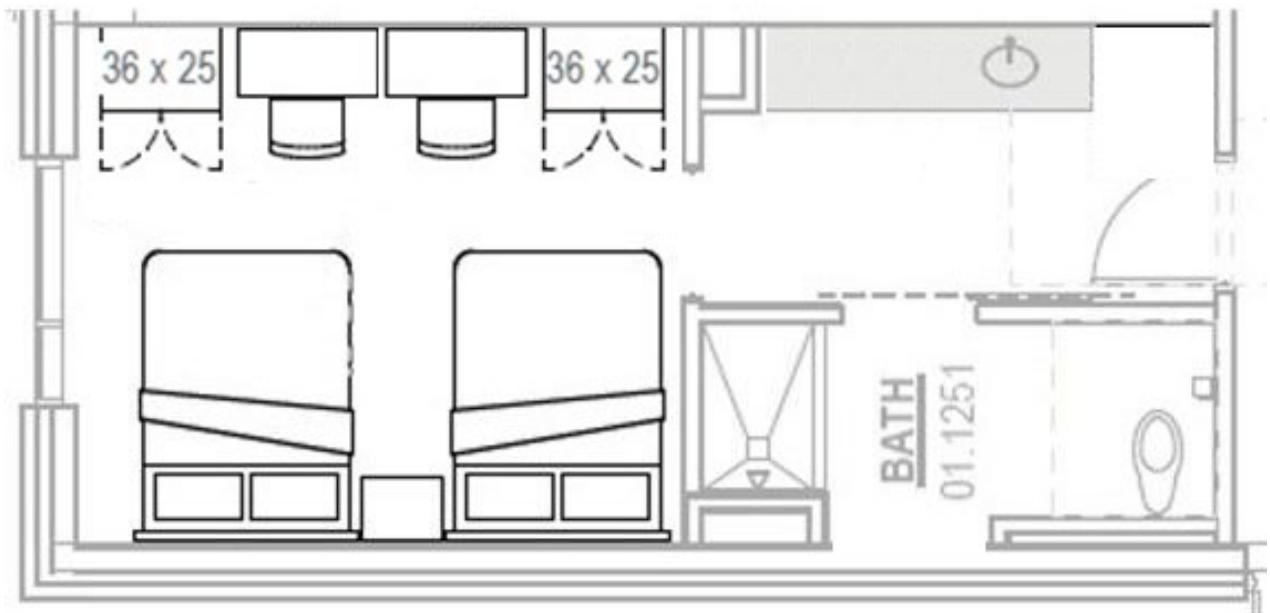
- a. Two (2) twin XL beds that fit mattresses with dimensions of thirty-eight (38) inches by eighty (80) inches, require bunking capabilities.
- b. Two (2) nightstands with the following dimensions:
 - 1. Width: Minimum of eighteen (18) inches and maximum of twenty-four (24) inches.
 - 2. Depth: Minimum of eighteen (18) inches and maximum of twenty-four inches.
 - 3. Height: Minimum of twenty (20) and maximum of twenty-seven (27) inches.
- c. Two (2) wardrobes with the following dimensions:
 - 1. Width: thirty-six (36) inches width
 - 2. Depth: twenty-four (24) inches
 - 3. Height: Minimum of seventy-two (72) inches.

- d. Two (2) desks with the following dimensions:
 1. Width: Minimum of forty (40) inches and a maximum of forty-eight (48) inches
 2. Depth: Minimum of twenty (20) inches and maximum of twenty-four (24) inches.
- e. Two (2) table lamps with USB ports.
3. Additional Items. Provide twenty-eight (28) total additional twin XL beds and all accessories for bunking with base units.
4. Furniture Requirements.
 - e. All beds provided by the Contractor shall meet the following specifications:
 1. Minimum Weight limit of 630 pounds.
 2. Laminate finish. High pressure laminate wood.
 3. Stack ability. Twin beds need to be able to stack easily with minimal parts.
 4. The Contractor shall provide mattresses.
 - f. All desks provided by the Contractor shall meet the following specifications:
 1. Three (3) box drawers with pencil drawer and overhead desk carrel
 2. Laminate finish. High pressure laminate wood.
 - g. All wardrobes provided by the Contractor shall meet the following specifications:
 1. Double wardrobe with bottom storage and clothes rod.
 2. Laminate finish. High pressure laminate wood.
 - h. The Contractor shall provide a detailed warranty when package is submitted. All items must have a minimum warranty of fifteen (15) years.
 - i. Furniture provided by the Contractor shall fit reasonably within the floor plan provided.
 - j. The Contractor shall allow the State to choose furniture wood finish from multiple options.
 - k. The Contractor shall ensure that chosen furniture finish is available throughout the entirety of the project.
5. Example items.

- a. The following items are example products, and the State will accept equivalent products:

	Southwest Contract	ORI	Icon
Twin XL Bed	BB-3680-SC 3555-712 w/ 2550-923-	Titan Twin XL Bed	TXL-BED-BK Q-BED-60-
Queen bed	ST	Titan Queen Bed	BK
Nightstand	NS-201825	Titan Nightstand	NS-18-24-2
Desk	STD-36 -SL	Titan Pedestal Desk	WR-36-72-
Wardrobe	W-3672	Titan Wardrobe	AO

ADA Accessible In-service Room



Cadet and Inservice Room

