

**MUNICIPALITY OF ANCHORAGE
SOLID WASTE SERVICES DEPARTMENT**

RFP 2022P058

**Provide and Install New Office Systems Furniture for the Central Transfer
Station Administration Building**

**ATTACHMENT 2 – FURNITURE SCHEDULE AND MINIMUM
REQUIREMENTS**

Note: The information provided in this schedule is intended to give the proposer all currently available information to inform the design process and to depict the extent of the furniture configuration that is requested by SWS. "SCHEDULE A" is to be new furniture, "SCHEDULE B" is existing furniture to be relocated from the previous site.

ADMINISTRATION BUILDING - FIRST FLOOR

ROOMS B102, B201 – LOBBY

SCHEDULE B - Existing

- Six (6) Side Chairs
- One (1) Round Table
- Two (2) Side Tables

ROOM B106 – CUSTOMER SERVICE

SCHEDULE A - NEW

- Two (2) Workstations
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Workstations shall fit in the area in B106 designated by the clouded section shown on architectural floor plans
 - Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years

SCHEDULE B - EXISTING

- Six (6) Task chairs
- Five (5) Storage towers
- Six (6) Workstations, Cubicles, and associated components

ROOMS B107, B108 – CUSTOMER SERVICE OFFICES

SCHEDULE A - NEW

- Two (2) Workstations (1 Per Office)
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount

- Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- Two (2) High-back ergonomic task chair (1 Per Office)
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- Four (4) Side Chair (2 Per Office)
 - Stackable
 - Molded Seat
 - Fixed Arms
 - Minimum weight capacity 250 lbs.
 - Minimum Manufacturer's Warranty 5 years
- Four (4) Mobile Metal storage pedestal (2 Per Office)
 - Dimensions 20" D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- Two (2) Lateral File Cabinet (1 Per Office)
 - Freestanding
 - Two drawers
 - Approx. 42" W
 - Minimum Manufacturer's Warranty not less than 5 years

ROOM B109 – FINANCE MEETING

SCHEDULE A - NEW

- Eight (8) Conference chairs
 - Ribbon arms
 - 5 star base with castors
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years

SCHEDULE B - EXISTING

- One (1) Conference Table
- One (1) Rolling Smart Board

ROOM B110 – STORAGE

SCHEDULE A - NEW

- One (1) Shelving
 - Maximize shelving within available area, meeting applicable codes, and without conflict to any doors, ceilings, structure, utilities, or other features requiring access
 - Shelving capacity shall be a minimum of 500 lbs. per single shelf
 - Depth of shelving shall be 18", 24", 30", or 36", configured to maximize the storage space in the room

ROOM B113 – FINANCE SUPERVISOR

SCHEDULE B - EXISTING

- Two (2) Storage Pedestals
- One (1) Workstations and associated components
- One (1) Task chair

- Two (2) Side Chairs
- One (1) Round table
- One (1) Bookshelf
- One (1) Storage tower

ROOMS B112, B114, B115 – FINANCE OFFICES

SCHEDULE B - EXISTING (Per Office)

- Two (2) Storage Pedestals
- One (1) Workstations and associated components
- One (1) Task chair
- One (1) Bookshelf
- Two (2) Side Chairs

ROOM B116 – OFFICE

SCHEDULE A - NEW

- One (1) Workstation
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- One (1) High-back ergonomic task chair
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- Two (2) Mobile Metal storage pedestal
 - Dimensions 20" D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- One (1) Lateral File Cabinet
 - Freestanding
 - Two drawers
 - Approx. 42" W
 - Minimum Manufacturer's Warranty not less than 5 years

ROOM B117 – STORAGE

SCHEDULE A - NEW

- Two (2) Metal Storage Lockers
 - Heavy-gauge steel construction.
 - Locking doors
 - Minimum shelf weight capacity 150 lbs.
 - Minimum Manufacturer's Warranty not less than 4 years

SCHEDULE B - EXISTING

- One (1) Metal shelf

- One (1) Metal storage locker
- One (1) Metal storage credenza

ROOM B120 – TRAINING

SCHEDULE A - NEW

- Twelve (12) Square table
 - Dimensions 30”D x 72”W or similar
 - Laminate top/thermoplastic edge
 - Squared edge
 - Minimum Manufacturer’s Warranty shall be 12yrs.
- Twenty-seven (27) Side Chair
 - Stackable
 - Molded Seat
 - Fixed Arms
 - Minimum weight capacity 250 lbs.
 - Minimum Manufacturer’s Warranty not less than 5 years

ROOM B124 – OFFICE

SCHEDULE A - NEW

- One (1) Workstation
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer’s Warranty on any component of the workstation shall be 12 years
- One (1) High-back ergonomic task chair
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer’s Warranty not less than 5 years
- Two (2) Mobile Metal storage pedestal
 - Dimensions 20”D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer’s Warranty not less than 12 years
- One (1) Lateral File Cabinet
 - Freestanding
 - Two drawers
 - Approx. 42” W
 - Minimum Manufacturer’s Warranty not less than 5 years

ROOM B125 – OFFICE

SCHEDULE A - NEW

- One (1) Workstation
 - Work surfaces shall have laminated tops with thermoplastic edges.

- Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
- Work surfaces shall be integrated with metal storage units as indicated in renderings
- Main surface shall contain dual screen monitor arms with surface clamp mount
- Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- One (1) High-back ergonomic task chair
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- One (1) Round Table
 - Laminate top and thermoplastic edge
 - Squared edge, Post Legs
 - 60" diameter or similar
- Two (2) Guest Chairs
 - Upholstered back and sides
 - Arms
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- Two (2) Mobile Metal Storage Pedestal
 - Dimensions 20" D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- One (1) Lateral File Cabinet
 - Freestanding
 - Two drawers
 - Approx. 42" W
 - Minimum Manufacturer's Warranty not less than 5 years
- One (1) Vertical Storage Tower
 - Approx. 70"H
 - Wardrobe compartment
 - Metal Front, steel construction
 - Minimum Manufacturer's Warranty not less than 12 years

ADMINISTRATION BUILDING – SECOND FLOOR

ROOM B204 – OPS LOBBY

SCHEDULE B - EXISTING

- One (1) Couch

ROOM B206 – LACTATION

SCHEDULE B - EXISTING

- One (1) Arm Chair
- One (1) Ottoman
- One (1) Side Table

ROOM B207 – ENGINEERING ON DISPLAY

SCHEDULE A - NEW

- Fifteen (15) Square Modular Seating
 - Approx. 20”
 - Modular
 - Upholstered
 - Free standing
 - Minimum weight capacity 250 lbs.
 - Minimum Manufacturer’s Warranty not less than 5 years

ROOM B208 – CONFERENCE

SCHEDULE A - NEW

- Twenty (20) Conference chairs
 - Ribbon arms
 - 5-star base with castors
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer’s Warranty not less than 5 years
- Twenty (20) Side Chairs
 - Upholstered back and sides
 - Arms
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer’s Warranty not less than 5 years
- Two (2) Conference Tables (Joined)
 - Seated height table approx. 28.5"H 54"D 144"L
 - Thermoplastic edge
 - Grommet power units
 - Y Base
 - Minimum Manufacturer’s Warranty not less than 5 years

ROOM B210 – OVERFLOW WORK

SCHEDULE B - EXISTING

- One (1) Linear wall mount shelving
- Nine (9) File cabinets

ROOM B212 – STORAGE

SCHEDULE A - NEW

- One (1) Shelving
 - Maximize shelving within available area, without conflict to any doors, ceilings, structure, utilities, or other features requiring access
 - Shelving capacity shall be a minimum of 500 lbs. per single shelf
 - Depth of shelving shall be 18", 24", 30", or 36", configured to maximize the storage space in the room

ROOM B213 – OFFICE/STORAGE

SCHEDULE A - NEW

- One (1) Shelving
 - Maximize shelving within available area, without conflict to any doors, ceilings, structure, utilities, or other features requiring access
 - Shelving capacity shall be a minimum of 500 lbs. per single shelf
 - Depth of shelving shall be 18", 24", 30", or 36", configured to maximize the storage space in the room

- One (1) Storage Tower
 - Approx. 57”H
 - Lockable
 - 3/8ths Laminate top or similar
 - Wardrobe compartment
- Two (2) Lateral File Cabinet
 - Freestanding
 - Laminate Top
 - Two drawers
 - Approx. 42” W
 - Minimum Manufacturer’s Warranty not less than 5 years
- Two (2) Surfaced File Cabinet
 - Laminated Top
 - Thermoplastic Edge
 - Approx. 36” W x 20”D
 - Minimum Manufacturer’s Warranty not less than 5 years

ROOMS B214, B215, B216, B217, B218, B219, B220 – OFFICES
SCHEDULE B - EXISTING (Per Office)

- Two (2) Storage pedestals
- Two (2) Lateral file cabinets
- One (1) Workstations and associated components
- One (1) Task chair
- Two (2) Side chairs

ROOMS B221 – OPS OFFICE
SCHEDULE B - EXISTING

- One (1) Workstation
- One (1) Task chair
- Four (4) Guest chairs
- One (1) Round Table
- Two (2) Mobile metal storage pedestal
- One (1) Lateral file cabinet
- One (1) Vertical storage tower

ROOM B222 – OFFICE
SCHEDULE B - EXISTING

- One (1) Workstation
- One (1) Task chair
- One (1) Storage Pedestal
- Two (2) Side Chairs
- One (1) Couch
- One (1) Surfaced File Cabinet
- One (1) Vertical storage tower

ROOMS B223 – GM OFFICE
SCHEDULE B - EXISTING

- One (1) Workstation
- One (1) Task chair

- Three (3) Side chairs
- Two (2) Mobile metal storage pedestal
- One (1) Lounge couch
- One (1) Coffee table
- One (1) Vertical storage tower
- One (1) Bookshelf

ROOM B225 – MEETING ROOM
SCHEDULE B - EXISTING

- One (1) Conference Table
- Eight (8) Conference Chairs
- One (1) Media Console and TV

ROOM B227 – BREAK ROOM
SCHEDULE B - EXISTING

- Fourteen (14) Chairs
- Six (6) Tables

VEHICLE MAINTENANCE BUILDING

ROOM D101 – OPEN OFFICE (lower tier furniture)
SCHEDULE A - NEW

- Four (4) Workstation
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer’s Warranty on any component of the workstation shall be 12 years
- Four (4) High-back ergonomic task chair
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer’s Warranty not less than 5 years
- Four (4) Storage Tower
 - Approx. 57”H
 - Lockable
 - 3/8ths Laminate top or similar
 - Wardrobe compartment
- Four (4) Mobile Metal Storage Pedestal
 - Dimensions 20” D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer’s Warranty not less than 12 years

ROOM D102 – OFFICE
SCHEDULE B - EXISTING

- One (1) Task chair
- One (1) Storage tower
- One (1) Workstations and associated components
- One (1) Shelf

ROOMS D104– BREAK AREA

SCHEDULE A - NEW

- Two (2) Light Task Stool
 - Black
 - Armless
 - Adjustable
 - Minimum Manufacturer's Warranty not less than 12 years

ROOMS D110 – PARTS

SCHEDULE A - NEW

- One (1) Workstation (desk)
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- One (1) High-back ergonomic task chair
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- One (1) Bookshelf
 - Approx. 32"H, 24"W, 12"D
 - Minimum Manufacturer's Warranty not less than 5 years
- Seven (7) Double Width Shelves
 - Matched to layout indicated in drawings
 - Rated for 500 lbs.
 - Approx. 36" Depth, 10' Length, 6' Maximum storage height
 - Mounted to floor
 - OSHA compliant
- Three (3) Single Width Shelves
 - Matched to layout indicated in drawings
 - Rated for 500 lbs.
 - Approx. 18" Depth, 10' Length, 6' Maximum storage height
 - Mounted to Floor
 - OSHA compliant

SCHEDULE B - EXISTING

- One (1) Storage cabinet
- Stored vehicle parts and components

WARM STORAGE BUILDING

ROOM E103 – MECHANICAL

SCHEDULE A - NEW

- One (1) Shelving
 - Maximize shelving within available area, meeting applicable codes, and without conflict to any doors, ceilings, structure, utilities, or other features requiring access
 - Shelving capacity shall be a minimum of 500 lbs. per single shelf
 - Depth of shelving shall be 18", 24", 30", or 36", configured to maximize the storage space in the room

HOUSEHOLD HAZARDOUS WASTE BUILDING

ROOM C101 – RESIDENTIAL PAY BOOTHS

SCHEDULE A - NEW

- One (1) Workstation Desk
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- One (1) High-back ergonomic task chair
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- One (1) Mobile Metal storage pedestal
 - Dimensions 28"D or similar
 - Freestanding
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- One (1) Vertical Storage Tower
 - Approx. 68"H 24"W 24"D
 - Lockable
 - 3/8ths Laminate top or similar
 - Wardrobe compartment
 - Integrated Bookcase
 - Minimum Manufacturer's Warranty not less than 5 years

ROOM C102 – RESIDENTIAL PAY BOOTHS

SCHEDULE A - NEW

- Two (2) Workstation Desk
 - Work surfaces shall have laminated tops with thermoplastic edges.

- Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
- Work surfaces shall be integrated with metal storage units as indicated in renderings
- Main surface shall contain dual screen monitor arms with surface clamp mount
- Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- Two (2) High-back ergonomic task chairs
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- One (1) Metal Storage Credenza
 - Laminate top
 - Lockable
 - Drawers
 - Approx. 48"W 20"D
 - Minimum Manufacturer's Warranty not less than 5 years
- Three (3) Metal storage pedestal
 - Dimensions 28"D or similar
 - Freestanding
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- One (1) Mobile Metal storage pedestal
 - Dimensions 20"D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- One (1) Vertical Storage Tower
 - Approx. 68"H 24"W 24"D
 - Lockable
 - 3/8ths Laminate top or similar
 - Wardrobe compartment
 - Integrated Bookcase
 - Minimum Manufacturer's Warranty not less than 5 years

ROOM C104 – REUSE

SCHEDULE A - NEW

- One (1) Shelving
 - Maximize shelving within available area, without conflict to any doors, ceilings, structure, utilities, or other features requiring access
 - Shelving capacity shall be a minimum of 500 lbs. per single shelf
 - Mounted to floor
 - Depth of shelving shall be 18", 24", 30", or 36", configured to maximize the storage space in the room
 - 6' height

ROOM C111 – BREAK ROOM

SCHEDULE A - NEW

- Ten (10) Side Chair
 - Stackable
 - Molded Seat
 - Fixed Arms
 - Minimum weight capacity 250 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- Two (2) Round Table
 - Laminate top and thermoplastic edge
 - Squared edge, Post Legs
 - 60" diameter or similar
 - Minimum Manufacturer's Warranty not less than 5 years

COMMERCIAL SCALE HOUSE/RESIDENTIAL EXIT BOOTH

RESIDENTIAL EXIT

ROOM 103 – CONTROL ROOM

SCHEDULE A - NEW

- **Two (2) Workstation Desks**
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- Two (2) High-back ergonomic task chairs
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- One (2) Mobile Metal storage pedestal
 - Dimensions 20"D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- One (1) Vertical Storage Tower
 - Approx. 68"H 24"W 24"D
 - Lockable
 - 3/8ths Laminate top or similar
 - Wardrobe compartment
 - Integrated Bookcase
 - Minimum Manufacturer's Warranty not less than 5 years

COMMERCIAL SCALE HOUSE

ROOM 104 – CONTROL ROOM

SCHEDULE A - NEW

- **Two (2) Workstation Desks**
 - Work surfaces shall have laminated tops with thermoplastic edges.
 - Main work surface of each station (where seat is indicated in schematic) shall have electric operable sit-to-stand function
 - Work surfaces shall be integrated with metal storage units as indicated in renderings
 - Main surface shall contain dual screen monitor arms with surface clamp mount
 - Minimum Manufacturer's Warranty on any component of the workstation shall be 12 years
- **Two (2) High-back ergonomic task chairs**
 - High back with adjustable lumbar support
 - Height Adjustable Arms
 - Casters
 - Swivel-tilt mechanism
 - Minimum weight capacity 300 lbs.
 - Minimum Manufacturer's Warranty not less than 5 years
- **One (2) Mobile Metal storage pedestal**
 - Dimensions 20"D or similar
 - Casters
 - Metal front
 - Minimum Manufacturer's Warranty not less than 12 years
- **One (1) Vertical Storage Tower**
 - Approx. 68"H 24"W 24"D
 - Lockable
 - 3/8ths laminate top or similar
 - Wardrobe compartment
 - Integrated bookshelf
 - Minimum Manufacturer's Warranty not less than 5 years

GENERAL

- Furniture Manufacturer shall have been in continuous operation and been in business under their current corporate identity for not less than twenty (20) years and have principal corporate headquarters located in the United States. Contractor is responsible for verifying all locations for new furniture, including required clearance and power locations to assure proper fit, code compliance, alignments and clearances, prior to shop drawing and final order submissions
- Contractor shall be responsible for verifying all dimensions to ensure that proposed furniture components and assembled modules conform to each room and the desired configurations as indicated in the schematic drawings.
- Contractor shall be responsible for all electrical connections and data/telecom connections from the furniture to nearest data/telecom outlets. The Contractor shall provide power poles as required. Contractor is responsible for any permits required to perform the work.
- All workstations shall have integral power and data outlets for connection of user devices. Wiring for integral outlets shall be contained within the workstation components. Surface mounted wiring is not acceptable.
- Contractor shall provide a complete list with samples of color, laminate, and other finish choices for the Owner's selection.
- Proposed color/finish schemes of offices and conference rooms shall be identical. Alternate, yet commentary, color scheme may be proposed for the Staff Lounge.
- All furniture shall comply with fire performance required by IBC Chapter 8-Interior Finishes.
- Proposer guarantees that unit pricing provided in Proposer's Cost Proposal applies for any items that SWS may want to add or subtract during the duration of the contract.

-END-