



THE UNIVERSITY *of*  
NEW ORLEANS

## **INVITATION FOR BID**

**BID NAME AND NUMBER: BTB2489  
LIBRARY 4<sup>TH</sup> FLOOR FURNITURE**

**BID OPENING TIME AND DATE:  
2:00 p.m. November 3, 2016**

**BUYER:  
Troy Bacino  
TABACINO@uno.edu**

**RETURN ALL BIDS TO THE FOLLOWING ADDRESS:**

**Purchasing Office  
Administration Annex 1004G  
University of New Orleans  
2000 Lakeshore Drive  
New Orleans, Louisiana 70148  
Phone: (504) 280-6214  
Fax: (504) 280-6297**

## **General Instructions to Bidders**

### **1 Invitation to Bid**

Bids for the items and/or services specified are hereby solicited, and will be received by the Purchasing Office until the stated bid opening time and date and then publicly opened.

### **2 Authority to Sign**

Bids must be signed by a person authorized to bind the vendor. In accordance with R. S. 39:1594(C)(4), the person signing the bid must be: 1) A current corporate officer, partnership member or other individual specifically authorized to submit bids as evidenced in appropriate records on file with the secretary of State; or 2) An individual authorized to bind the vendor, as evidenced by a corporate resolution, certificate, or affidavit; or 3) other documents indicating authority which are acceptable to the University.

### **3 Read Solicitation**

Read the entire solicitation, including all terms, conditions, and specifications.

### **4 Corrections**

All bids should be returned on the forms furnished and must be typed or written in ink. Any corrections or erasures must be initialed by the bidder.

### **5 Delivery of Bids**

Bids may be submitted in person, by mail, or via facsimile or electronic transmission. The mailing address, fax number, and e-mail address are listed on the cover sheet. All faxed or e-mailed bids will be printed and put into envelopes by office personnel.

Bids delivered in person or by mail should be placed in a sealed envelope and marked with the bid name and number, the bid opening time and date, and the name and address of the bidder. The same information should be affixed to any additional materials sent as a part of the bid submission.

### **6 Bid Alterations**

Alterations to bids will be accepted provided both the bid and alterations have been received in the Purchasing Office prior to bid opening time and date.

### **7 Late Bids**

Late bids will not be accepted and will be returned unopened. Each bidder is solely responsible for the timely delivery of its bid. The University will not be responsible for any delay in the delivery of bids.

### **8 Delivery/Freight Charges**

Bid prices will include all delivery/freight charges paid by the vendor, F.O.B., UNO, inside delivery, New Orleans, La, unless otherwise stated in the specifications. Any invoiced delivery charges not quoted and itemized on the UNO purchase order are subject to rejection and non-payment.

**9 Taxes**

Vendor is responsible for including all applicable taxes in the bid price. The University of New Orleans is exempt from all Louisiana state and local sales and use taxes. By accepting an award, all firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable.

**10 Payment**

Assuming there is no prompt payment discount provision, payment will be made within thirty (30) days from receipt of products in satisfactory condition, or within thirty (30) days from date of invoice, whichever is later. Delinquent payment penalties are governed by L.R.S. 39:1695. Vendor penalties to the contrary shall be null and void, shall have no legal force, and shall not be recognized by the University in any dispute.

**11 Acceptance**

Only the issue of a purchase order or a signed acceptance of a proposal constitutes acceptance on the part of the University.

**Bid Signature**

By signing this bid, the bidder certifies compliance with all general instructions to bidders, terms, conditions, and specifications, and further certifies that this bid is made without collusion or fraud.

_____	_____
Bidder (Company Name)	Mailing Address
_____	_____
Authorized Signature	City, State, Zip Code
_____	_____
Printed Name	Phone Number
_____	_____
Title	Fax Number
_____	_____
E-Mail Address	Federal Tax ID #

## **Standard Terms and Conditions**

These standard terms and conditions apply to all UNO solicitations, unless otherwise specifically amended and provided for in the special terms and conditions, specifications, or other solicitation documents. In the event of a conflict between the General Instructions to Bidders or Standard Terms & Conditions and the Special Terms & Conditions, the Special Terms & Conditions shall govern.

### **Auditors**

Bidders agrees that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors and/or the University's auditors will have the option of auditing all accounts of the Bidder which relate to this purchase.

### **Award**

Award will be made to the lowest responsible and responsive bidder. The University reserves the right to award the items, separately, grouped, or on an all-or-none basis, and to reject any or all bids and to waive any informalities including technicalities in specifications that would preclude competition.

All solicitation specifications, terms, and conditions will be made part of any subsequent award as if fully reproduced and included therein, unless specifically amended in the formal contract.

### **Bidder Inquiries**

If a bidder is in doubt as to the meaning of any part of a solicitation, bidder may submit a written request for interpretation to the Buyer of Record. Requests must be received in the Purchasing Office no later than seven (7) calendar days prior to the opening of bids. Any interpretation of the documents will be made by Addendum only, issued by the Purchasing Office, and a copy of such Addendum will be sent to all known bidders. The University will not be responsible for any other explanation of the documents.

### **Contrary Terms and Conditions**

Submittal of any terms and conditions contrary to those contained within this solicitation may cause your bid to be rejected. By signing this bid, vendor agrees that any terms and conditions which may be included in their bid are nullified.

### **Equal Employment Opportunity Compliance**

By submitting and signing this bid, vendor agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Executive Order 11246, Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; the Americans with Disabilities Act of 1990. Vendor agrees not to discriminate, and to render services without regard to race, color, religion, sex, age, national origin, veteran status, political affiliation, handicap, disability, or other non-merit factor. Failure to

comply shall be grounds for termination of any contract entered into as a result of this solicitation.

#### Equivalency

Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand that meets or exceeds the quality of the specifications listed for any item. Bidder must state the brand/model he or she is bidding on each item. Bids not specifying brand and model number will be considered as offering the exact product specified in the solicitation.

It will be the sole responsibility of the Bidder to prove equivalency. Bidder will submit with the bid all illustrations, descriptive literature, and specifications necessary to determine equivalency. Failure to do so may eliminate the bid from consideration. The decision of the University as to equivalency will be final.

#### Governing Law

This purchase shall be construed in accordance with and governed by the laws of the State of Louisiana.

#### Louisiana Preference

A preference will be given to materials, supplies, and provision produced, manufactured, assembled, grown, or harvested in Louisiana, quality being equal to articles offered by competitors outside of the state. However, it will be the bidder's sole responsibility to indicate on his bid response which items were (or would be) produced, manufactured, assembled, grown, or harvested in Louisiana. Bidder must be able to provide satisfactory evidence to support preference claim if requested by the University. The enclosed Louisiana Preferences **must** be returned as a part of this bid.

#### Legislators Prohibited

According to LAS-R.S. 42:113(D)) the University is prohibited from entering into any contract or subcontract with a legislator or person who has been certified by the Secretary of State as elected to the Legislature or spouse of a legislator, or any corporation, partnership, or other legal entity in which the Legislator or his/her spouse owns an interest, except publicly traded corporations. Each bidder **must** return the enclosed Disclosure Form as a part of his bid.

#### New Products

All products are to be new, current model, and of best quality as measured by accepted standards of the trade. No remanufactured, demonstrator, used, or irregular products will be considered for purchase unless otherwise specified.

#### Warranty

The manufacturer's standard published warranty and provision will apply, unless more stringent warranties are otherwise required by UNO and specified in the solicitation. In such cases, the bidder and/or manufacturer will honor the specified

warranty requirements, and bid prices will include any premium costs of such coverage.

DISCLOSURE FORM

EACH BIDDER IS TO DISCLOSE THE FOLLOWING INFORMATION BY ANSWERING YES OR NO TO THE FOLLOWING QUESTIONS:

- 1. Is the bidder a legislator or person who has been certified by the Secretary of State as elected to the Legislature? \_\_\_\_\_
- 2. Is the bidder a spouse of a legislator? \_\_\_\_\_
- 3. If the bidder is a corporation, partnership, or other legal entity, does a legislator or his spouse own any interest in that corporation, partnership or other legal entity? \_\_\_\_\_
- 4. If the bidder is a corporation, is it a publicly traded corporation? \_\_\_\_\_

LOUISIANA PREFERENCES

FAILURE TO SPECIFY BELOW INFORMATION **WILL** CAUSE ELIMINATION FROM PREFERENCE.

Preferences shall not apply to service contracts.

In accordance with the Louisiana Revised Statutes 39:1595, a preference of 10% may be allowed for products produced, manufactured, grown or assembled in Louisiana of equal quality.

Do you claim this preference? YES \_\_\_\_\_ NO \_\_\_\_\_

Specify Item Numbers:

\_\_\_\_\_

Specify location within Louisiana where this product is produced, manufactured, grown or assembled:

\_\_\_\_\_

Do you have a Louisiana Business workforce? YES \_\_\_\_\_ NO \_\_\_\_\_

If so do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents?

YES \_\_\_\_\_ NO \_\_\_\_\_

## **Special Terms and Conditions**

1. All items delivered shall be subject to inspection as to grade and/or quality. If any item is inspected and fails to meet the specifications, the delivery already made will be held for the Vendor's disposition or returned to the Vendor via Freight Collect. If the Vendor fails to make satisfactory replacement within a reasonable time as determined by the University, the University reserves the right to cancel the item and to purchase it elsewhere.
  
2. The following documentation and samples shall be submitted with the bid. Failure to provide the following submittals with the bid will result in a non-responsive bid in which the bid prices will not be read.
  - a. 3D Conceptual Drawings - Drawings where called for in the schedule of equipment are required to be submitted in the bid envelope. 3D Conceptual drawings shall include an accurate rendering of the designated display room's architectural constraints with a 3D aerial view and perspective views from two opposing perspective at no more than 6'-0" from the ground. These views must show all of the equipment in situ listed in this bid. The drawings shall be of sufficient detail to show design, materials, and function. Failure to be able to evaluate bids based on drawings may be grounds to disqualify bid.
  
  - b. Samples - All bidders are required to submit samples for evaluation at no cost to the Owner. The samples shall be submitted without presentation by the bidder. The Owner reserves the right to damage or destroy the samples as part of their evaluation. Sample requirements will be listed in the schedule of equipment.
  
  - c. Flammability Test of Surface Burning Characteristics - Test must be conducted for each type of construction (i.e.; 3-ply particleboard with HPL; 3-ply particleboard with backer; 3-ply particleboard with maple veneer; solid wood, etc.). Test documentation must indicate the finish material topcoat. The test documentation must be in the name of the furniture manufacturer. The use of test documentation for generic materials not including finish or complete panel construction will not satisfy this specification.
  
  - d. Finish Test - The bidder must provide third party test results in accordance with Section 1.2.03.
  
  - e. List of All Deviations and/or exceptions - The bidder must provide a list of all deviations and/or exceptions to the specifications with written justifications. When bidding a standard product a list of modifications made to the product to comply with this bid should be submitted. The bids will be evaluated on the information submitted.

Inaccurate or incomplete information may result in a rejection of bid.

- f. Installation List – Provide a list of three projects of similar size and style in accordance with Section 1.1.03A. Provide names of contacts, date of completion, dollar value of bidder's portion of work, and description of furniture style including unique features.
  - g. Sample of Warranty Certificate – Provide a sample Warranty Certificate in accordance with Section 1.1.04.
  - h. Planning Guide - Each bidder shall provide a Planning Guide showing the capabilities and limitations of the system.
3. The quantities indicated are estimated to be the amounts needed. In the event a greater or lesser quantity is needed, the right is reserved by the University to increase or decrease the amount at the unit price stated in the bid.
  4. In the event a greater quantity is needed, the right is reserved by the University to increase the amount, at the unit price stated in the bid, for six (6) months from the date of award.
  5. If the Vendor fails to make delivery within a satisfactory time as determined by the University, the University reserves the right to cancel the item and to purchase it elsewhere, charging the increase in price and cost of handling, if any, to the Vendor making the original unsatisfactory or late delivery.
  6. Discounts for less than 1% and for less than thirty (30) days will not be considered in making awards.
  7. It shall be specifically agreed and understood that the Bidders may attend the Bid opening. They shall, whenever any award is considered, furnish specific samples for examination upon request by the University. It shall also be specifically agreed and understood that the decision of the University shall be final.
  8. The University reserves the right to cancel this contract upon thirty (30) days written notice for failure of the Vendor to deliver on time, for delivery of unsatisfactory merchandise, or for any unsatisfactory performance by the Vendor as determined by the University.
  9. Successful bidder will furnish written factory instructions for the operation and maintenance of the equipment purchased.
  10. Successful bidder will be responsible for the unloading and placing of equipment and/or supplies in the location designated by the University.

11. Successful bidder will furnish a representative to demonstrate the operation and maintenance of the equipment, if required.
12. Delivery Schedule: All Bidders are put on notice that the items listed on this proposal are to be delivered after the date of completion of the facilities, unless a prior date is so specified in the bid. Delivery requirements shown on this bid are necessarily approximate due to the uncertainty of the firm completion date of construction of the facilities. After issuance of the purchase order, the University will endeavor to ascertain a firm delivery date in each instance so as to avoid creating a hardship of the Vendor. In any event, no deliveries will be made without prior approval of the University.
13. Vendor compliance with the attached insurance requirements is mandatory, and evidence of such compliance should be submitted with the bid. Failure to do so may result in immediate disqualification of the bid.
14. Vendor compliance with the attached insurance requirements is mandatory, and evidence of such compliance must be submitted before work can commence.
15. In case of default by the Vendor, the University reserves the right to purchase any or all items in default on the open market, charging Vendor with any excessive costs. Should such charge(s) be assessed, no subsequent bids of the defaulting Vendor will be considered until the assessed charge(s) has been satisfied.
16. The successful bidder will be required to assume responsibility for all services and/or products offered in his/her bid whether or not he/she produces them. Further, the University of New Orleans will consider the selected bidder to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.
17. List of distributors: The Vendor signing the bid shall be designated as the Prime Vendor on any contract/agreement resulting from this bid. If additional Vendors are authorized to receive orders for items covered under this proposal, the Vendor must submit, with bid, a list of those additional authorized distributors.
18. All items bid must comply with the Louisiana Pesticide Law.
19. Delivery is of the essence to the University. Please indicate anticipated delivery date after order placed: \_\_\_\_\_

20. Vendors are advised that all hazardous products must be accompanied by a "Hazardous Materials Data Sheet". This sheet must also include suggested antidotes for ingestion and other contact.
21. Successful Vendor shall inspect jobsite and make his/her own measurements prior to installation.
22. Items furnished shall be delivered to the University, uncrated, set in place, installed and all debris removed by the Vendor.
23. Scope of Work: work shall include all labor, materials, and services required to furnish and install furniture items outlined which is acceptable to the University.
24. Final Clean-Up: Before this project is acceptable and complete, Vendor shall clean up and remove from the premises all debris resulting from his work, and shall see to it that all the items furnished is/are left in good order, clean, and properly installed.
25. Award to be made on an all-or-none basis.
26. All equipment must be new and delivered F.O.B. University of New Orleans, inside delivery.
27. Invoices will be forwarded to The University of New Orleans Representative for review and approval and paid by Louisiana Facility Planning and Control.
28. Fiscal Funding: The continuation of any agreement entered into as a result of this bid past the current fiscal year is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.
29. The University of New Orleans is waiting for fund approval from the Louisiana Facility Planning and Control. If funding is not approved, The University of New Orleans reserves the right to cancel bid.



## PART I SPECIFICATIONS

### 1.1.01 STANDARD OF QUALITY

Design and arrangement of equipment shown on plan as herein specified has been determined after considerable study and planning. The Contractor will be required to adhere to the requirements shown on the drawings and specifications. The approval of a manufacturer other than specified does not necessarily indicate that the manufacturer's standard products are acceptable, nor does it indicate the lowest bid will be accepted. The specifications indicate required design and styling, sizes, arrangements, and detailing. They indicate a minimum standard of materials, methods, and workmanship.

### 1.1.02 SPECIFIED MANUFACTURER

The specified manufacturer and products are based on products produced by Worden Company, Holland, MI, and Clarus Glassboards, Fort Worth, TX. Alternate manufacturers will be considered if bidding designs, which comply with the specifications included herein.

### 1.1.03 SUBMITTALS

The following documentation and samples shall be submitted with the bid. Failure to provide the following submittals with the bid will result in a non-responsive bid in which the bid prices will not be read.

- A. **3D Conceptual Drawings** - Drawings where called for in the schedule of equipment are required to be submitted in the bid envelope. 3D Conceptual drawings shall include an accurate rendering of the designated display room's architectural constraints with a 3D aerial view and perspective views from two opposing perspective at no more than 6'-0" from the ground. These views must show all of the equipment in situ listed in this bid. The drawings shall be of sufficient detail to show design, materials, and function. Failure to be able to evaluate bids based on drawings may be grounds to disqualify bid.
- B. **Samples** – All bidders are required to submit samples for evaluation at no cost to the Owner. The samples shall be submitted without presentation by the bidder. The Owner reserves the right to damage or destroy the samples as part of their evaluation. Sample requirements will be listed in the schedule of equipment.
- C. **Flammability Test of Surface Burning Characteristics** – Test must be conducted for each type of construction (i.e.; 3-ply particleboard with HPL; 3-ply particleboard with backer; 3-ply particleboard with maple veneer; solid wood, etc.). Test documentation must indicate the finish material topcoat. The test documentation must be in the name of the furniture manufacturer. The use of test documentation for generic materials not including finish or complete panel construction will not satisfy this specification.
- D. **Finish Test** – The bidder must provide third party test results in accordance with Section 1.2.03.
- E. **List of All Deviations and/or exceptions** – The bidder must provide a list of all

deviations and/or exceptions to the specifications with written justifications. When bidding a standard product a list of modifications made to the product to comply with this bid should be submitted. The bids will be evaluated on the information submitted. Inaccurate or incomplete information may result in a rejection of bid.

- F. **Installation List** – Provide a list of three projects of similar size and style in accordance with Section 1.1.03A. Provide names of contacts, date of completion, dollar value of bidder’s portion of work, and description of furniture style including unique features.
- G. **Sample of Warranty Certificate** – Provide a sample Warranty Certificate in accordance with Section 1.1.04.
- H. **Planning Guide** - Each bidder shall provide a Planning Guide showing the capabilities and limitations of the system.

**1.1.03 QUALIFICATIONS:**

- A. **Manufacturer’s Qualifications** - The manufacturer must be financially stable with not less than five (5) continuous years of successful production of library furniture similar in type to that which is specified herein. Manufacturer must have completed jobs of like nature that have been in use of four (4) years or longer. Provide names of contacts, date of completion, dollar value of bidder’s portion of work, and description of furniture style including unique features. Manufacturer must have adequate physical plant(s) and personnel for producing projects of this type and size.
- B. **Installer’s Qualifications** – The Installer shall be a licensed contractor licensed to perform services in the state of Louisiana. The manufacturer and/or distributor shall provide competent supervisors with a minimum of five (5) years of experience in installation of specified or related products. Supervisors must be assigned to the project for its full duration. Installers must be trained employees of the manufacturer, dealer or installation company. Temporary, unskilled laborer may be used for unskilled tasks or as helpers to skilled labor. The owner reserves the right to have dismissed any crewmember it feels is incompetent.

**1.1.04 WARRANTY:**

The bidder shall submit the manufacturer’s warranty that will be offered for this project. The warranty should include all limitations and exclusions. The minimum warranty that will be considered is one (1) year.

**PART 1.2 - TESTING**

**1.2.01 FLAMMABILITY REQUIREMENTS:**

**Panels** - Each type of panel construction (Example: 3-ply particleboard with maple veneer face; with HPL face, with backer sheet, solid hardwood, etc.) shall be tested using the 25-ft. Tunnel Test Method in accordance with ANSI/ASTM, E-84, NFPA 225, or UL-723 procedures. Panels must be Class C, or better, having a flame spread, fuel contribution and smoke developed rating of 200 or less. Independent laboratories must

perform tests and certification must indicate tests were conducted on panels from the manufacturer of the furniture.

### **1.2.02 FINISH TEST**

The finish shall be tested by a third party laboratory and certified as being tested in accordance with the test standards listed below. The actual test results shall be shown as values where applicable and a summary report showing compliance with the following levels:

1. Cold Check Resistance (ASTM D1211) Must satisfy AWI Premium Grade TR-4
2. Household Chemical Resistance (ASTM D1308) Must satisfy AWI Premium Grade TR-4
3. Adhesion (ASTM D3359) Must satisfy AWI Premium Grade TR-4
4. Chemical Resistance (ASTM D1308) Must satisfy AWI Premium Grade TR-4
5. UV Light Discoloration Resistance Maple <3.5
6. Dry Film Thickness >1.5 mils

## **PART 1.3 - EXECUTION**

### **1.3.01 SITE PREPARATION:**

The bidder shall be responsible for visiting the site and obtaining, but not limited to, the following information:

- A. **Field Check Dimensions** - The bidder shall be responsible for obtaining all field check dimensions affecting work from the job site, including, but not limited to, location of floor and wall power/data outlets, thermostat, vents, registers, and any interferences of wall out-croppings.
- B. **Work Progress** - The bidder shall be responsible for observation of project progress in order to determine availability of building to receive furniture.
- C. **Dock Facilities** - The bidder shall be responsible for examining and becoming familiar with unloading facilities and access to and within the building.
- D. **Completion Date** – Scheduled completion date for the furnishing installation is determined by the client.

### **1.3.02 DELIVERY, STORAGE AND HANDLING:**

The owner shall not take possession of any furniture until after installation and a punch list is generated. It shall be the bidder's responsibility to adhere to the following:

- A. **Wrapping** - Furniture shall be carefully wrapped or crated to prevent damage during shipment. It is preferred that furniture be shipped blanket wrapped via air-ride furniture vans.
- B. **Receiving** - It shall be the bidder's responsibility to receive and unload all shipments. The owner will not receive or sign for any furniture. The bidder shall

be responsible for filing all freight claims.

- C. **Shipping** - The bidder shall not deliver furniture until spaces in which furniture is to be installed is ready to receive it, or until a special storage space has been made available. It shall be the bidders responsibility to notify the owner of any site conditions that prevent receiving furniture, such as, but not limited to, carpeting not installed, overhead work not complete, electrical work not complete.
- D. **Security** - The bidder is responsible for all furniture, hardware, and tools stored on site. The bidder is responsible for the security of all such items.
- E. **Construction Delays** – The owner will give the contractor a minimum of 120 days notice to proceed with delivery and installation. In the event of construction delays, the owner will not be held responsible for storage fees in excess of 1% of the total contract price per month.

### 1.3.03 INSTALLATION:

- A. **Permits** - The bidder shall be responsible for applying for any permits that may be required for the mechanical and electrical installation work to be done. The owner will accept no additional charges.
- B. **Code Requirements** - The bidder shall install all furniture in accordance with the manufacturer's published installation manuals and in accordance with all code requirements.
- C. **Adjustments** - Product shall be installed in place, leveled and adjusted.
- D. **Cleaning** - All furniture shall be cleaned to "showroom" condition and all dust created from cutting or sanding removed from other furniture in place. Floors shall be vacuumed in immediate and surrounding areas.
- E. **Debris Removal** - All packaging, wrapping, crating and pallets shall be removed from the job site on the same day the furniture is delivered, or if the furniture is stored at the project, on the same day as it is installed. Arrangements for the disposal of the debris shall be the bidder's responsibility and use of dumpsters on site is prohibited without prior permission.

### 1.3.04 DEMONSTRATION:

Within thirty (30) days after substantial completion, the bidder shall meet with the owner's staff and maintenance staff to review the following:

- A. **Instruction** - The bidder shall provide instruction to representatives of the owner's choice on the use of the electrical system, how cords may be legally stowed, and proper maintenance, cleaning, and touch-up of furniture.
- B. **Installation and Maintenance Manual** - The bidder shall provide installation manuals or videos of actual installation showing assembly and disassembly and maintenance instructions, along with any touch-up materials pertinent to the

project.

## SECTION 2 – WOOD PRODUCTS

### PART 2.1 - MATERIALS

#### **3.1.01 LUMBER:**

All wood used in the manufacture of this library furniture shall be selected from Northern grown hardwoods, properly air dried and then kiln dried to a moisture content of 30% and then kiln dried to a final 5 to 6% moisture content. The drying schedule shall be as recommended by the Forest Products Laboratory of Madison, WI. The lumber shall then be cooled and allowed to condition at least 30 days before machining. The lumber shall be kiln dried in a manner in which the maintaining of the desired moisture content is insured. This moisture content shall be controlled throughout manufacture so that the equipment arrives on the job site at its end use moisture content. The manufacturer shall be responsible for the verification of appropriate moisture standards for the job site location.

#### **2.1.02 WOOD SPECIES:**

Unless otherwise specified in item specifications, all exposed wood shall be Maple, free from all detrimental defects and selected for uniform grain and color and showing a typical flat cut or plain sawn figure.

#### **2.1.03 CORES:**

All cores specified for use in the manufacturing of library furniture shall meet the following requirements. Determination of the appropriate cores shall be as described in the "Item Specifications", or as required to comply with UL Listing requirements.

- A. **Particle Board Core** - The core shall be Type 1, Grade M, Class 3, mat-formed panel conforming to ANSI/A208.1 - 1989 Wood Particleboard standard. The panel shall be formed of wood chips boded with a water-resistant adhesive. The panel shall be of medium density between 40 to 50 lbs./cu. ft., having a modulus of rupture of 2400 PSI, a minimum average modulus of elasticity of 400,000 PSI, a face screw-holding capacity of 250 lbs., an edge screw-holding capacity of 225 lbs., and maximum formaldehyde emissions of 0.30 ppm. All tests shall be conducted in accordance with ASTM D1037-87.

#### **2.1.04 FACE VENEER:**

The veneers used in the construction of the panels shall be of the following grades as described under "Item Specifications".

- A. **Premium Grade A** - The face shall be plain sliced, slip matched, sequenced and balanced across the panel. The face shall be at least 1/36" thick when pressed and shall be tight and smooth cut selected for uniformity, even grain, beauty and color. The face shall have the presence of cathedral grain pattern with a good presence

of quartered grain on each side of the cathedral. The faces shall be free off wild grain, wide heart, split cathedrals, gross figure, and shall be free of splits, patches, and other detrimental defects. A few scattered pin knots no larger than 1/16" shall be permitted on each leaf of the face. All leaves shall be joined in such a manner as to prevent lap or open joints. No tape or tape residue shall remain from veneer splicing. The bonding agent shall have the same water resistance as the bonding agent used in the lumber core or veneer core manufacture.

- B. **Select Grade A** - The face shall be the same as Premium Grade except panels do not require balance matching across the panel. Pin knots may be 1/8" diameter.
- C. **Select Grade B** - The face shall be the same as Select Grade A, except presence of quartered grain on each side of cathedral is not required.
- D. **Unselect** - The face shall be the same specie as the balance of the project and shall be plain sliced, but cathedrals need not be present. Split heart is acceptable, random matching from multiple flitches is permitted and the face need not be balanced across the panel.
- E. **Sound** - The face can be any specie, any slice and no matching required. The face must be free of voids, splits or laps and shall be suitable for balancing construction.

#### **2.1.05 HIGH PRESSURE LAMINATE:**

Work or top surfaces shall be .050" thick and used with an appropriate backing sheet not less than .020" thick. Plastic laminate to be of maximum hardness being resistant to scratches, marring, fading, staining, etc., and shall comply with performance standards set by the National Electrical Manufacturers Association (NEMA LD3-1985-GP20) for General Purpose.

#### **2.1.06 EDGE BANDS:**

Edge bands shall be a thickness as described in the item specification. Bands shall be of solid material and shall not be of glued-up stock.

#### **2.1.07 METALS:**

All metals shall be in accordance to the following types as described in the "Item Specification". All gauges shall be U.S. Standard. Gauges or thickness shall be as described in "Item Specifications". The metal parts shall be the grade best suited to the individual project. In general, sheet steel shall be metallic furniture stock, cold or hot rolled and full pickled or equivalent meeting Commercial Quality 1008-1010 Standards.

#### **2.1.08 HARDWARE:**

- A. **Glides** - Leveling glides shall be 1-3/16" diameter rubber cushioned chrome glide with a 5/16 - 18 x 15/16" threaded stem.
- B. **Mod-eez® Clips** - Mod-eez® clips shall be spring tension steel key slots, which

are routed into a panel's edge and secured with #8 x 1-1/4 PHSM screws. The key slot shall engage on shoulder screws installed on the end and intermediate panels.

- C. **Z-Bar Brackets** – The Z-Bars shall be 21-3/16" long x 1" wide x 3/4" high constructed of 14-gauge steel with a black oxide finish. The 1" leg shall have a lip that is set in a route on the underside of the work surface. Each bracket shall be attached to the top by means of three #12 x 5/8 PHSM black oxidized screws. On fixed height study carrels the brackets shall be secured to the end panels and back panels by means of four #12 x 5/8 PHSM black oxidized screws and to the intermediate panels by means of four 3/16 - 24 x 1-3/4 THM black oxidized screws and nuts. On adjustable height workstations the brackets shall be secured to the end panel and intermediate panels by means of M6 black oxidized screws screwed into brass expanding inserts.

## PART 2.2 - CONSTRUCTION

### 2.2.01 BANDING:

Bands shall be a thickness as described in the Item Specifications.

- A. **Bands Greater than 3/4" Thick** - All edge bands greater than 3/4" thick shall be applied with PVA (polyvinyl acetate) glue and RF (radio frequency) cured.
- B. **Bands Greater Than 1-1/2" Thick** - Bands greater than 1-1/2" wide shall be tenoned or splined.
- C. **Bands Less Than 3/4" Thick** - Bands less than 3/4" may be applied using hot melt systems.

### 2.2.02 JOINERY:

Joinery shall include the following, as described in the Item Specifications.

- A. **Glued Joints** - All glued joints shall be mortised and tenoned or doweled using a minimum of two dowels, rabbeted, or dadoed. Where mortise and tenon or splined joints are used, the joint must be blind.
- B. **Concealed Mechanical Joints** - Concealed mechanical joints shall incorporate the use of Mod-eez® clips and shoulder screws with sufficient quantity to ensure tight fit.

### 2.2.03 SANDING:

All exposed parts shall be sanded to remove all machine marks, glue, and watermarks. Sanding shall be of fine enough grit to eliminate swirl marks and cross sanding. Edges shall be radiused as described in Item Specifications.

**2.2.04 FINISHING:**

- A. **General** - The finishing shall be done at the factory after all parts have been sanded to remove any trace of machine or mill marks. Only minor retouching, at the supplier's expense, will be permitted at the installation site.
- B. **Wood** - The finish shall be cherry on oak. All surfaces shall receive two coats of high quality sealer. All exposed surfaces shall then be thoroughly hand sanded before subsequent finishes are applied. This is followed by a topcoat of catalyzed varnish with a 30-35 sheen. The finish shall meet AWI requirements for Premium Grade TR-4 system. Third party testing of finish must be submitted with the bid in accordance with Section 1.2.03. The finish shall match
- C. **Metal Finishing** - All parts must be oil and solvent free and finished using one of the following methods:
1. **Powder Coat** - Metal parts shall be thoroughly cleaned with an acid phosphate wash of a pH and temperature to produce maximum adhesion. Parts must pass ASTM D3359-87 adhesion test with 5B results. Parts shall then be electrostatically coated with an epoxy powder to a thickness of 2-4 mils and oven cured. Exposed surfaces shall have a minimum of orange peel and out-gassing.
  2. **Electrostatic Paint** - Metal parts shall be thoroughly cleaned with an acid phosphate wash at the optimum concentration of pH and temperature to produce maximum adhesion. Parts then shall be electrostatically painted with a high solid or acrylic paint and oven baked at 325° F. Exposed surfaces to have a minimum of orange peel and out-gassing.
  3. **Black Oxide** - Metal parts shall be thoroughly cleaned by immersion in an alkaline bath, 6-10 oz./gal. at a temperature of 160-180° F. Parts shall then be cold water rinsed before a caustic bath in blackening salts at a temperature of 285-290° F. Parts shall be double rinsed in cold water and then immersed in an acrylic solution to create a humidity barrier for added corrosion protection.
  4. **Black Zinc** - Metal parts shall be double cold water rinsed, triple dipped in separate alkaline baths, double cold water rinsed, dipped in hydrochloric acid pickle, double cold water rinsed, nitric pre-dipped, cold water rinsed, dipped in silver base black chromate, triple cold water rinsed, coated with black seal and dyed.

**SECTION 3 – SPECIFICATIONS**

**PART 3.1 – CASE TABLES**

**BASIC TABLE TOPS:** Tops shall be a 3-ply construction consisting of 0.050" high pressure laminate face, medium density particleboard core, and 0.028" balancing backer, for a nominal total thickness of 1-1/4". The edges of rectangular tops shall be externally banded on the short edges with a 1/4" wide by 1-9/16" high, flat solid hardwood band; and on the long edges with a

1-1/4" wide by 1-9/16" high, profiled solid hardwood band. The 1-1/4" wide bands shall extend over the 1/4" wide bands to form a butt joint at the corners. Tops which are 60" long and longer and less than 48" wide shall be fitted with one V-shaped, 14 gauge steel keel securely fastened to the underside of the top running parallel with its length. Tops which are 48" wide by 60" long and longer shall receive two of the aforementioned keels running parallel with the length of the top. Tops which are 60" wide by 60" long and longer shall receive four keels. When an electrical device is installed on the centerline of the worksurface, two V-keels will be installed on tops which are less than 48" wide and 60" long or longer.

**FLOATING PANEL ENDS:** Floating panels shall be a 3-ply construction, consisting of medium density particleboard faced with material as specified, such as veneer or high pressure laminate, to achieve a nominal overall thickness of 1-1/4". The panel shall be externally banded with solid hardwood bands or self edged. The panels shall be suspended between the leg assemblies by means of four steel standoffs with a powder coat finish and decorative head bolts.

**LEGS:** Floating Wood Frame Study/Carrel Table Legs: Legs shall be 2-1/4" square, solid hardwood. The bottom of each leg shall be fitted with an aluminum accent foot with a powder coat finish, an aluminum ferrule with powder coat finish, and a 1-1/4" diameter, chrome glide with a 1" stem. Legs shall be attached to the underside of rectangular and square table tops by means of a 5" square by 5/16" thick steel plate. The plate is secured to the leg with a dowel nut and two flat head machine bolts. The leg assembly is then attached to the table top with five machine cap screws and threaded inserts.

**APRONS:** There shall be 2" high solid oak apron rail on all four sides of rectangle and square tables extending between the legs and recessed 3/32" from the face of the leg. The aprons shall be radiused 1/16" on the bottom edges. On tables that must meet ADA requirements the rails shall extend 5" from each leg and shall be cut at the exposed end to a 45° angle. The exposed end shall be closed and finished. Round tables shall not have apron rails.

**GLIDES:** Each leg shall have a 1-3/16" diameter rubber cushioned adjustable leveling glide with a 15/16" threaded stem.

### **PART 3.2 – DISPLAY BASES**

**TOPS:** Maple veneer tops shall be 3-ply particleboard construction with a select grade "A" maple face and same specie backer. Laminate tops shall be 3-ply particleboard construction with a .050" thick decorative laminate face and .028" thick balancing backer. The perimeter edges of tops shall receive a 1-1/4" wide by 2-1/2" high matching hardwood band. The band shall have a 1/2" radius along the outer top corner and a 1/2" wide by 1/2" high reveal cut along the bottom edge. The band shall be assembled to the perimeter edges of the top core after the laminate or veneer have been applied, forming an external band. A tenon shall be used to join the band to the edge of the core.

**BASES:** The base shall vary in size as described in BA1 and BA2 on the Schedule of Equipment. The base shall consist of four sides and four corner moldings. Each side shall be 3/4" thick, 3-ply particleboard construction with select Grade A oak or maple veneer face and top edge and any sound back. The corner molding shall be 1" x 1" solid oak or maple shaped to a 3/4" outside radius and 1/16" x 1/16" reveals where the molding abuts the side panels. The panels shall be joined to the molding by means of cam-lock fasteners and to the top by means of plastic blocks and #8 x 1-1/4 FHW screws. A toekick of 4" High and 3" Deep shall be faced with

a black high pressure laminate.

**GLIDES:** Four 3/4" diameter rubber cushioned stainless steel nail glides shall be furnished.

### **PART 3.3 – BENCH FURNITURE**

The double seat bench shall consist of four wood legs, two end panel assemblies, a support keel, a bottom panel, two wood arm caps, two seat support beams, two seat cushions, and a center table. Each part shall be fastened to adjacent parts by means of rigid mechanical fasteners.

**Wood Legs:** Legs shall be 2-1/4" square, solid hardwood. The bottom of each leg shall be fitted with an aluminum accent foot with a powder coat finish, and a 1-1/4" diameter chrome glide with a 1" stem.

**End Panel Assemblies:** End panel assemblies shall consist of an inner layer, and two outer layers. The inner layer shall be 3/4" raw particle board and shall attach to the wood legs by means of mechanical fasteners. The two outer layers shall be 7/16" MDF wrapped with fabric. The outer layer panels shall be attached to the inner layer panel by means of mechanical fasteners.

**Support Keel:** The support keel shall be 1" plywood with veneer on both faces and with a 1/8" solid hardwood band on the bottom edge. The keel shall attach to the end panel assemblies and the bottom panel by means of mechanical fasteners.

**Bottom Panel:** The bottom panel shall be a resilient panel material such as veneer core plywood, and shall support the seat cushions. The panel shall attach to the seat support beams.

**Wood Arm Caps:** Wood arm caps shall be 1-1/8" thick by 6" wide solid hardwood, and shall be attached to the legs by means of 1/4" thick by 4" square steel plates. The plate is secured to the leg with a dowel nut and one flat head machine bolt. The plate is fastened to the underside of the arm with wood screws.

**Seat Support Beams:** The seat support beams shall be fabricated from 1-1/2" by 2" structural steel tubing, and shall have a powder coat finish. At the ends, the beam shall attach to the legs by means of mechanical fasteners.

**Fixed Seat Cushion Assembly:** The fixed back cushion assembly shall consist of a particle board stiffener with high density, fire retardant foam cushion. The entire assembly is covered with fabric and attached to the back panel assembly with screws.

**Center Table:** The center table shall be a 3-ply construction consisting of 0.050" high pressure laminate face, medium density particle board core, and 0.028" balancing backer, for a nominal total thickness of 1-1/4". All edges shall be internally banded with a 1/4" wide, flat, solid hardwood band. The center tables shall attach to the bottom panel by means of mechanical fasteners.

## SECTION 4 – SPECIFICATIONS

### PART 4.1 – DISPLAY CASES

**FRAME:** Display cases have an extruded aluminum frame with finish to match tables in Section 3.1.

**GLASS:** The case has 3/16" annealed float glass at sides and top. Shelves shall be made with 1/4" plate glass.

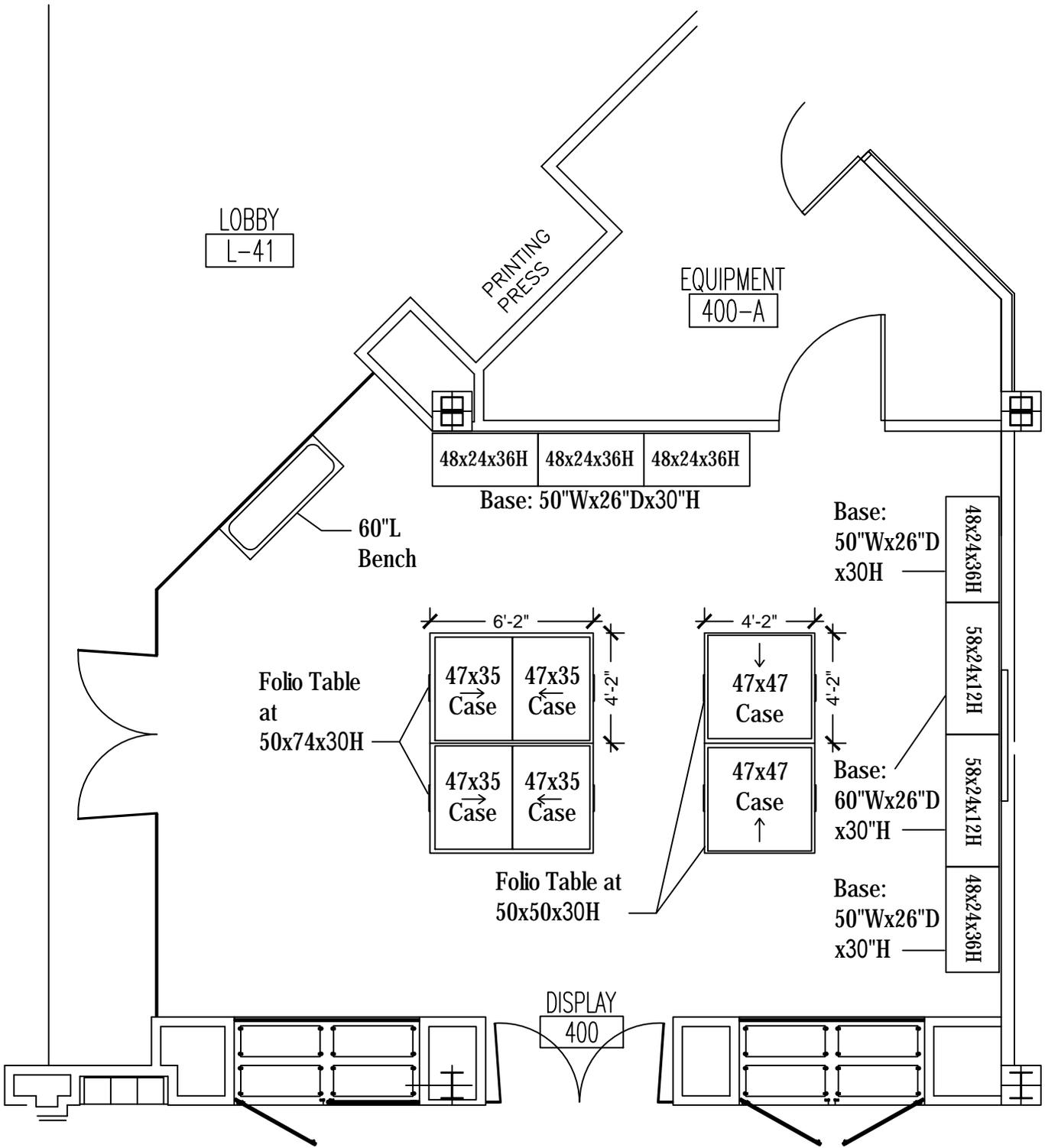
**HARDWARE:** The top of the case is hinged with continuous piano-type hinge and is equipped with 2 point lock and lid supports. Shelves shall be made with 1/4" plate glass and steel hardware. Sliding and hinged doors shall provide built-in locks and steel hardware.

**BACK PANELS:** Back panels, for cases along the walls, shall be constructed of melamine laminate bonded to a MDF substrate in bright white.

**BASES:** Sloped bases, where noted in Schedule of Equipment. The bottom is offered with optional tackable surface covered with neutral beige or black colored fabric. The display case is screwed to top surface of table or base. Top is 1-3/16" thick, 3-ply particleboard construction with .050" high pressure laminate face and a .028" backer on the underside. All edges are banded with 5/8" x 1-1/4" maple external edgebands, radiused 1/2". Base is die cast aluminum hubs, black epoxy powder coated, 2-1/2" diameter, 16 gauge CREW tubular steel legs, with 2-1/2" diameter x 1-3/16" thick nylon adjustable glides. Apron rails are 1" x 2", 16 gauge CREW tubular steel

### PART 4.2 – GLASS PLAQUES

Tempered glass plaques with the UNO logo to be affixed to Folio Table panels as shown in attached 3D sketches. SGCC (Safety Glazing Certified Council) certified glass compliant with ANSI Z97.1-2009 OR 2015 (as indicated in the Specifications for this bid). 12" X 12" X 1/4" Thick square tempered glass plates with flat edge polish and printed logo on back in certified Pantone colors. Plaques shall be treated with a final protective layer of epoxy resin backing to provide a tinsel strength of 6,500 pounds per square inch. Predrilled holes at 1/4" thick to receive standoff bolt hardware.



**UNO DISPLAY ROOM PLAN**  
**10.12.16**

Schedule of the Equipment  
 UNIVERSITY OF NEW ORLEANS - EARL K. LONG LIBRARY, 4TH FLOOR

DISPLAY UNITS, GLASS PLAQUES, and BENCHES

ITEM	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		<p>Bid is to be awarded as a family of products as described in the equipment list; no part of the bid may be won in parcel only.</p> <p><b>Bidders must submit catalog cuts and specifications of each item, marked up showing the exact item being bid. This information must be included in the bid envelope. Where custom items are specified, bidder must include engineering drawings of the respective item with full details in their bid envelope.</b></p> <p><b>Samples listed in the bid are required for evaluation purposes and must be delivered no later than the date and time for opening of bids to be considered.</b></p>		
TA		<p>Finished maple tables to receive glass plaques and glass display cases. Tops shall be a 3-ply construction consisting of medium density particleboard core, and 0.028" balancing backer, and 0.050" high pressure laminate face. Tops shall be fitted with one V-shaped, 14 gauge steel keel securely fastened to the underside of the top running parallel with its length. There shall be 2" high solid oak apron rail on all four sides of rectangle and square tables extending between the legs and recessed 3/32" from the face of the leg. The exposed end shall be closed and finished. Floating end panels shall be a 3-ply construction, consisting of medium density particleboard faced with premium grade A veneer, to achieve a nominal overall thickness of 1-1/4". The panels shall be suspended between the leg assemblies by means of four steel standoffs with a powder coat finish and decorative head bolts. Legs shall be 2-1/4" square, solid hardwood. The bottom of each leg shall be fitted with an aluminum accent foot with a powder coat finish, an aluminum ferrule with powder coat finish, and a 1-1/4" diameter, chrome glide with a 1" stem. Legs shall be attached to the underside of rectangular and square table tops by means of a 5" square by 5/16" thick steel plate. The plate is secured to the leg with a dowel nut and two flat head machine bolts. The leg assembly is then attached to the table top with five machine cap screws and threaded inserts. A center leg, matching construction and installation specifications as for the four corner legs, except for the reception of an aluminum accent foot, shall be added to provide support for the glass cases.</p> <p>Tempered glass plaques with the UNO logo to be affixed to Folio Table panels as shown in attached 3D sketches. SGCC (Safety Glazing Certified Council) certified glass compliant with ANSI Z97.1-2009 OR 2015 (as indicated in the Specifications for this bid). 12" X 12" X 1/4" Thick square tempered glass plates with flat edge polish and printed logo on back in certified Pantone colors. Plaques shall be treated with a final protective layer of epoxy resin backing to provide a tinsel strength of 6,500 pounds per square inch. Predrilled holes at 1/4" thick to receive standoff bolt hardware.</p>		

Display cases affixed to Folio Tables shall have an extruded aluminum frame with finish to match folio leg endcaps. The case has 3/16" annealed float glass at sides and top. The top of the case is hinged with continuous piano-type hinge and is equipped with 2 point lock and lid supports. Sloped interior bases with tackable surface covered with neutral beige or black colored fabric. Glass case sizes vary as described below. The display case is screwed to top surface of table or base. Top is 1-3/16" thick, 3-ply particleboard construction with .050" high pressure laminate face and a .028" backer on the underside. All edges are banded with 5/8" x 1-1/4" maple external edgebands, radiused 1/2". Base is die cast aluminum hubs, black epoxy powder coated, 2-1/2" diameter, 16 gauge CREW tubular steel legs, with 2-1/2" diameter x 1-3/16" thick nylon adjustable glides. Apron rails are 1" x 2", 16 gauge CREW tubular steel.

Table Bases to be Worden Folio Floating Panel Table series, or equal.  
 Glass Plaques to be Clarus Glassboard with a ColorDrop Printing application, or equal  
 glass Cases to be Worden Display Cases, or equal

- |     |   |   |          |          |
|-----|---|---|----------|----------|
| TA1 | 2 | <p>(2) Folio Tables with maple veneer and stain to match new doors on 4th floor (TBD) at 50" Wide X 74" Long X 30" High with Leg in Center for Support, (4) Glassboard plaques at 12"x12"x1/4", starphire glass type with flat polished edge and ColorDrop Printing graphic application (2 plaques per table; see 3D sketches), (4) Display Cases at 47" Wide X 12" High X 35" Deep, hinged top door with lock, satin natural aluminum frame, and black felt fabric base on sloped bed insert.<br/>         To Be: F-4872-FP-M-1 / DRA03900070 By the Worden Company<br/>         Bidding # _____ Mfg.By: _____</p> | \$ _____ | \$ _____ |
| TA2 | 2 | <p>(2) Folio Tables with maple veneer and stain to match new doors on 4th floor (TBD) at 50" Wide X 50" Long X 30" High with Leg in Center for Support, (4) Glassboard plaques at 12"x12"x1/4", starphire glass type with flat polished edge and ColorDrop Printing graphic application (2 plaques per table; see 3d sketches), Display case at 47" Wide X 12" High X 47" Deep, hinged top door with lock, satin natural aluminum frame, and black felt fabric base on sloped bed insert<br/>         To Be: F-4860-FP-M-1 / DRA03900070 By the Worden Company<br/>         Bidding # _____ Mfg.By: _____</p>       | \$ _____ | \$ _____ |

BA

Wood bases to receive glass cases. Maple veneer tops shall be 3-ply particleboard construction with a select grade "A" maple face and same specie backer. Laminate tops shall be 3-ply particleboard construction with a .050" thick decorative laminate face and .028" thick balancing backer. The perimeter edges of tops shall receive a 1-1/4" wide by 2-1/2" high matching hardwood band. The band shall have a 1/2" radius along the outer top corner and a 1/2" wide by 1/2" high reveal cut along the bottom edge. The band shall be assembled to the perimeter edges of the top core after the laminate or veneer have been applied, forming an external band. A tenon shall be used to join the band to the edge of the core. The base shall vary in size as described in BA1 and BA2 below. The base shall consist of four sides and four corner moldings. Each side shall be 3/4" thick, 3-ply particleboard construction with select Grade A oak or maple veneer face and top edge and any sound back. The corner molding shall be 1" x 1" solid oak or maple shaped to a 3/4" outside radius and 1/16" x 1/16" reveals where the molding abuts the side panels. The panels shall be joined to the molding by means of cam-lock fasteners and to the top by means of plastic blocks and #8 x 1-1/4 FHW screws. A toekick of 4" High and 3" Deep shall be faced with a black high pressure laminate. Four 3/4" diameter rubber cushioned stainless steel nail glides shall be furnished.

Display cases have an extruded aluminum frame with finish to match folio leg endcaps. The case has 3/16" annealed float glass at sides and top. The top of the case is hinged with continuous piano-type hinge and is equipped with 2 point lock and lid supports. Shelves shall be made with 1/4" plate glass and steel hardware. Sliding and hinged doors shall provide built-in locks and steel hardware. Back panels, for cases along the walls, shall be constructed of melamine laminate bonded to a MDF substrate in bright white. Sloped bases, where noted below. The bottom is offered with optional tackable surface covered with neutral beige or black colored fabric. Glass case sizes vary as described below. The display case is screwed to top surface of table or base. Top is 1-3/16" thick, 3-ply particleboard construction with .050" high pressure laminate face and a .028" backer on the underside. All edges are banded with 5/8" x 1-1/4" maple external edgebands, radiused 1/2". Base is die cast aluminum hubs, black epoxy powder coated, 2-1/2" diameter, 16 gauge CREW tubular steel legs, with 2-1/2" diameter x 1-3/16" thick nylon adjustable alides. Apron rails are 1" x 2". 16 gauge CREW tubular steel.

To be Worden 3000 Series Bases Modified As Described, or equal  
To be Worden Diametron Case Modified As Described, or equal

BA1 5 (5) 3000 series Bases in maple veneer with stain to match new doors on 4th floor (TBD) at 50" Wide X 26" Deep X 30" High, (5) Display Case at 48" Wide X 36" High X 24" Deep with sliding tempered glass doors with lock, each display cases with (2) adjustable full-length shelves, white laminate back panel, satin natural aluminum frame, and black felt fabric base

To Be: X-3116-4420-L / DRA03900070 By the Worden Company

Bidding # \_\_\_\_\_ Mfg.By: \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

BA2 2 (2) 3000 series Bases in maple veneer with stain to match new doors on 4th floor (TBD) at 60" Wide X 26" Deep X 30" High, (2) Display case at 58" Wide X 12" High X 24" Deep with hinged top door with lock, satin natural aluminum frame, and black felt fabric base

To Be: X-3116-4420-L / DRA03900070 By the Worden Company

Bidding # \_\_\_\_\_ Mfg.By: \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

BE The bench shall consist of four wood legs, a support keel, a bottom panel, and one seat cushion. Each part shall be fastened to adjacent parts by means of rigid mechanical fasteners. There shall be 2" high solid oak apron rail on all four sides of rectangle and square tables extending between the legs and recessed 3/32" from the face of the leg. The exposed end shall be closed and finished. Legs shall be 2-1/4" square, solid hardwood. The bottom of each leg shall be fitted with an aluminum accent foot with a powder coat finish, an aluminum ferrule with powder coat finish, and a 1-1/4" diameter, chrome glide with a 1" stem. Legs shall be attached to the underside of rectangular and square table tops by means of a 5" square by 5/16" thick steel plate. The plate is secured to the leg with a dowel nut and two flat head machine bolts. The leg assembly is then attached to the table top with five machine cap screws and threaded inserts. The support keel shall be 1" plywood with veneer on both faces and with a 1/8" solid hardwood band on the bottom edge. The keel shall attach to the 2" high solid oak apron by means of mechanical fasteners. The removable seat cushion assembly shall consist of a particle board stiffener with high density, fire retardant foam cushion. The entire assembly is covered with fabric and attached to the top of the bottom panel assembly with industrial strength velcro.

To be Worden Bench with Folio Legs, or equal

BE1 2 #X-BC-20-COM, 29" Deep X 75-1/4" Long X 23-5/8" High  
 Bidding # \_\_\_\_\_ Mfg.By: \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

TOTAL DISPLAY UNITS, GLASS PLAQUES, AND BENCHES (ITEMS 1 -  
 Cart) \$ \_\_\_\_\_

BIDDERS MUST BID ON ALL ITEMS IN THE GROUP. BIDDERS MUST SUBMIT COMPLETE PRODUCT CATALOGS, AND SPECIFICATIONS IDENTIFYING EACH ITEM WITH THEIR BID.

SUBMIT THE FOLLOWING BID SAMPLES NO LATER THAN THE TIME AND DATE FOR THE OPENING OF BIDS

1 - Glass sample for plaques with graphic

Deliver Samples to:  
 UNIVERSITY OF NEW ORLEANS - EARL K. LONG LIBRARY  
 ATTN: MS. LORA AMBERRYAUGIER  
 2000 LAKESHORE DRIVE  
 NEW ORLEANS, LA 70148

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

COMPANY: \_\_\_\_\_