



REQUEST FOR QUOTE

FOR

OFFICE FURNITURE

RFQ NUMBER OA-FUN-18214

ISSUE DATE:

September 14, 2018

PROPOSAL SUBMISSION DEADLINE:

September 27, 2018

**CareerSource Central Florida
Administrative Offices
390 North Orange Avenue, Suite 700
Orlando, Florida 32801**

1.0 PURPOSE

The Workforce Board of Central Florida, d/b/a CareerSource Central Florida is soliciting bids from qualified general contractors – furniture dealer 1, hereinafter referred to as Vendor. Vendor will be required to complete all work under awarded contract by anticipated target date of December 31, 2018. Actual completion date will be determined by build-out schedule and communicated to successful bidder in awarded purchase order. Vendor shall meet the identified qualifications and perform in accordance with work scope delineated hereunder. The ground rules and assumptions governing this solicitation are outlined herein.

2.0 BACKGROUND

Central Florida Regional Workforce Development Board, Inc., d/b/a **CareerSource Central Florida** is a Florida not-for-profit corporation that serves as one of twenty-four regional workforce boards in the State of Florida. CareerSource Central Florida serves Lake, Orange, Osceola, Seminole and Sumter counties. These five counties, which comprise a local workforce investment area under Florida's Workforce Innovation Act of 2000, entered into an Inter-local Agreement, effective February 18, 2003, under which CareerSource Central Florida was designated as "the administrative entity and fiscal agent for all programs promulgated" under the Workforce Investment Act of 1998 and Florida's Workforce Innovation Act of 2000. CareerSource Central Florida is also organized as a charitable tax-exempt entity under section 501(c) (3) of the Internal Revenue Code of 1986, as amended.

CareerSource Central Florida is not a state agency and is exempt from chapters 120 and 287, Florida Statutes; however, it must follow the procurement and expenditure procedures required by federal law for the expenditure of federal-grant funds, including those set forth in 29 C.F.R. §§ 95.40-48.

3.0 QUALIFICATIONS

In order to be considered for the project described in this RFQ, CareerSource Central Florida requires that interested proposers must meet the following qualification requirements:

- A. Vendor must have a minimum of five (5) years of experience in supplying office furnishings.
- B. Vendor must have been in business for a minimum five (5) years.
- C. Vendor will provide written letters of reference. CareerSource Central Florida may, with the full cooperation of proposers, visit client installations to observe furniture and operations, and consult with references. Specified visits and discussion(s) shall be arranged through proposers; however, proposer's personnel shall **not** be present during discussions with references. The proposer must provide a minimum of **two (2)** reference accounts at which similar work, both in scope and design, has been completed by proposer within the last **two (2)** years.

4.0 **SPECIFIC SCOPE OF SERVICES DETAILS:**

The selected vendor shall provide furniture, fabrics, and accessories for the Lake Sumter College Career Center that are *like or equivalent* to furnishings as specified by manufacturer's item/product number. Successful bidder will need to coordinate installation scheduling with the CareerSource Central Florida facilities manager. Vendor will be responsible for outfitting the Lobby/Registration Area #100/115, Youth Lab #106, Seminar Room - Modular Computer Lab #108, Seminar Room 109, Staff Area #110, Career Hub #112, Break Room #145, Office #154, Office #155, Office #157, Office #158 and Office #159 with furniture in accordance with CAREER SOURCE – LAKE SUMTER COLLEGE FURNITURE SCHEDULE dated 07/27/2018; as well as meeting other specifications cited herein. Required CAD files must be requested from CSCF by emailing publicresponse@careersourcecf.com. Applicable drawings will be emailed upon receiving request. **Please type “DRAWING REQUEST – OFFICE FURNITURE SOLICITATION” in the subject line.**

Note that all chairs supplied must support up to 300 pounds. Color of fabric for supplied chairs is to be determined and will be specified on purchase order. Use of CSCF colors (preferably pattern) and coordinating neutrals is a mandatory requirement. **Prior to CSCF making award selection, the top three (3) bidders will be required to supply actual samples of fabrics and surface finishes to facilitate final selection and award.**

Proposers are hereby cautioned that furniture images within identified areas in supplied drawings are not drawn to scale. At any time after contract has been awarded to successful bidder, should it become known that delays have manifested during buildout, vendor shall store all furniture under contract in a manner to protect and safeguard furniture until such time that furniture installation occurs.

4.01 **Lobby/Registration #100/115**

Below are the furniture types and quantities for the Lobby/Registration area in the Lake Sumter College Career Center, vendor shall supply the following:

- four (4) each, multipurpose chairs
- three (3) each, round tables
- one (1) each round table
- four (4) each power poles
- two (2) lounge grouping
- one (1) each reception desk

See attached Furniture Schedule for further details

4.02 **Career Hub #105**

Below are the furniture types and quantities for the Career Hub #105, vendor shall supply the following:

- thirty-two (32) each multipurpose chairs

- twenty (20) each multipurpose stools
- eight (8) each group work tables
- five (5) each group work tables
- two (2) each power poles

See attached Furniture Schedule for further details

4.03 Youth Lab #106

Below are the furniture types and quantities for the Youth Lab #106, vendor shall supply the following:

- four (4) each multipurpose chairs
- eight (8) each multipurpose stools
- two (2) each task chairs
- four (4) each smaller training or student tables
- eight (8) each smaller training or student tables
- two (2) each desks
- one (1) each lounge grouping

See attached Furniture Schedule for further details

4.04 Seminar Room – Modular Computer Lab #108

Below are the furniture types and quantities for Seminar Room – Modular Computer Lab #108, vendor shall supply the following:

- thirty-five (35) each task chairs, 5 star base
- eighteen (18) each training tables

See attached Furniture Schedule for further details

4.05 Seminar Room #109

Below are the furniture types and quantities for the Seminar Room #109, vendor shall supply the following:

- twenty (20) each task chairs, 5 star base
- eleven (11) each training tables

See attached Furniture Schedule for further details

4.06 Staff Area #110

Below are the furniture types and quantities for the Staff Area #110, vendor shall supply the following:

- twenty-two (22) each task chairs, 5 star base
- four (4) each chairs

- twenty-two (22) each workstations
- one (1) each round work table

See attached Furniture Schedule for further details

4.07 Career Hub #112

Below are the furniture types and quantities for the Career Hub #112, vendor shall supply the following:

- eleven (11) each multipurpose chair
- ten (10) each multipurpose stools
- three (3) each group work tables
- one (1) communal table

See attached Furniture Schedule for further details

4.08 Break Room #145

Below are the furniture types and quantities for Break Room #145, vendor shall supply the following:

- twelve (12) each chairs
- four (4) each bar height chairs
- three (3) each square cafe tables

See attached Furniture Schedule for further details

4.09 Office #111

Below are the furniture types and quantities for Office #111, vendor shall supply the following:

- three (3) each multipurpose chairs
- one (1) each peninsula table

See attached Furniture Schedule for further details

4.10 Office #154

Below are the furniture types and quantities for Office #154, vendor shall supply the following:

- three (3) each multipurpose chairs
- one (1) each peninsula table

See attached Furniture Schedule for further details

4.11 Office #155

Below are the furniture types and quantities for Office #155, vendor shall supply the following:

- three (3) each multipurpose chairs
- one (1) each peninsula table

See attached Furniture Schedule for further details

4.12 Office #157

Below are the furniture types and quantities for Office #157, vendor shall supply the following:

- three (3) each multipurpose chairs
- one (1) each peninsula table

See attached Furniture Schedule for further details

4.13 Office #158

Below are the furniture types and quantities for Office #158, vendor shall supply the following:

- three (3) each multipurpose chairs
- one (1) each peninsula table

See attached Furniture Schedule for further details

4.14 Office #159

Below are the furniture types and quantities for Office #159, vendor shall supply the following:

- three (3) each multipurpose chairs
- one (1) each peninsula table

See attached Furniture Schedule for further details

Please note, the proposer must document how they met the RFQ qualification as stated in section 3.0 QUALIFICATIONS.

5.0 APPLICABLE DOCUMENT SECTIONS

Table of Content

00817	Special Conditions
00850	Schedule of Drawings
01010	Summary of Work
01600	Material and Equipment
01630	Substitutions and Product Options
01710	Cleaning

01730
12600

**Operating and Maintenance Data
Furnishings (General)**

END OF APPLICABLE DOCUMENT SECTIONS

SPECIAL CONDITIONS - SECTION 00817

1.01 SPECIAL CONDITIONS

- A. The special conditions modify, change, delete from or add to the general conditions and shall apply to each and every section of the work as though written in full therein.
- B. The following paragraphs and subparagraphs take precedence over the general conditions. Where any part of the general conditions is modified or deleted by the special conditions, the unaltered provisions remain in effect.

1.02 INSTALLATION SCHEDULE

- A. Date contractor shall have access to the building is TBD, unless otherwise stated in the Agreement. It is understood that the Contractor's work and deliveries will be timed to meet the requirements of this building access date and the complete installation of all items specified herein will be completed no later than December 31, 2018, target date.
- B. The contractor shall install the project in the following one phase:

<u>Portion of the Building</u>	<u>Access Date</u>	<u>Completion Date</u>
9909 U.S. Highway 441, Building M #29 Leesburg, FL 34788-8751	TBD (target date)	December 31, 2018 (target date)

- C. The contractor is required to attend a "pre-installation" meeting prior to furniture installation, date(s) and frequency to be established by owner, for the purpose of receiving instruction on scheduling building access and other installation-related requirements. All installation management supervisors from dealership(s) are required to attend to ensure requirements are passed along to all team members. At owner's discretion, pre-installation meeting could be limited to direct phone and email contact with dealership; dealership is responsible for contacting owner to ascertain preference of owner.
- D. Refer to Section 01710, CLEANING, PART 3 EXECUTION for additional requirements for installation, management of waste, etc.

END OF SECTION 00817

SCHEDULE OF DRAWINGS - SECTION 00850

1.01 SUMMARY

- A. The drawings are organized into parts, as listed below, which combined form the contract drawings. These drawings are enumerated as follows:

INTERIOR DESIGN DRAWINGS

<u>Sheet No.</u>	<u>Sheet Name</u>	<u>Issue Date</u>
ID3.1	FURNITURE PLAN	18 July 2018

END OF SECTION 00850

SUMMARY OF WORK - SECTION 01010

1.01 GENERAL

- A. The work of this contract comprises the furnishing and installation of furniture and accessories for CareerSource Central Florida, Lake Sumter College Career Center at 9909 U.S. Highway 441 Building M #29, Leesburg, FL 34788-8751.

1.02 ASSIGNED CONTRACTS

- A. Relations and responsibilities between contractor and assigned subcontractors shall be identical to that between contractor and sub-contractors he has selected.
- B. Assigned subcontractors shall furnish to contractor bonds covering faithful performance of the subcontract work and payment of all obligations thereunder, when contractor is required to furnish such bonds to owner.
- C. Assigned subcontractors shall purchase and maintain liability insurance as will protect him from claims, for not less than the limits of liability, which contractor is required to provide to owner.

1.03 WORK BY OTHERS (NOT PART OF THIS PRESENT CONTRACT)

- A. Work on the project which will be executed after the start of work of this contract, and which is excluded from this contract, are as follows:
 - 1. Art
 - 2. Window Coverings and Linens
 - 3. Plant Materials

1.04 CONTRACTOR'S USE OF PREMISES

- A. Contractor shall limit his use of the premises for work and for storage to allow for:
 - 1. Work by other contractors.
 - 2. Owner occupancy.
- B. Coordinate use of premises under direction of the property manager.
- C. Assume full responsibility for the protection and safekeeping of stored products under this contract.
- D. Move any stored products, under contractor's control, which interfere with operations of the owner or separate contractor.
- E. Obtain and pay for the use of additional storage or work areas needed for operations.

END OF SECTION 01010

MATERIAL AND EQUIPMENT - SECTION 01600

1.01 MANUFACTURER'S INSTRUCTIONS

- A. Contract documents require that installation of work shall comply with manufacturer's printed instructions, obtain and distribute copies of such instructions to parties involved in the installation, including two copies to the architect and owner.
 - 1. Maintain one set of complete instructions at the job site during installation and until completion.
- B. Handle, install, connect, clean, condition and adjust products in strict accord with such instructions and in conformity with specified requirements.
 - 1. Should job conditions or specified requirements conflict with manufacturer's instructions, consult with facilities manager for further instructions.
 - 2. Do not proceed with work without clear instructions.
- C. Perform work in accord with manufacturer's instructions. Do not omit any preparatory step or installation procedure unless specifically modified or exempted by contract documents.

1.02 DELIVERY OF MATERIALS

- A. All materials shall be delivered in their original, unopened containers which shall bear the seal, trademark or hallmark of the respective associations or councils and the identification label of the manufacturer, except for Solicitation.
- B. The contractor shall inspect all materials upon their arrival at the job, see that they conform to the requirements of these specifications, and prevent the unloading of unsatisfactory material

or promptly remove same from the premises without waiting instruction from the Architect to do so.

- C. Time deliveries and unloading to prevent traffic congestion and blocking of access, and to avoid interferences and delays in work.
- D. Provide for continuity of any phase of work. Sufficient quantities for completion of a phase shall be on the project site before that phase is started.
- E. Pack and handle materials to prevent damage during delivery. Store materials at designated locations to avoid interference with work, and arrange in order of intended use.

1.03 STORAGE AND PROTECTION

- A. Store products in accord with manufacturer's instructions, with seals and labels intact and legible.
 - 1. Store products subject to damage by the elements in weather tight enclosures.
 - 2. Maintain temperature and humidity within the ranges required by manufacturer's instructions.
- B. Arrange storage in a manner to provide easy access for inspection. Make periodic inspections of stored products to assure that products are maintained under specified conditions, and free from damage or deterioration.
- C. After installation, provide substantial coverings as necessary to protect installed products from damage from traffic and subsequent construction operations. Remove when no longer needed.

END OF SECTION 01600

SUBSTITUTIONS AND PRODUCT OPTIONS – SECTION 01630

1.01 SUBSTITUTIONS

- A. No Substitutions will be allowed.
- B. Alternates will be allowed. However, unless contract prohibits pricing, the original specifications must be priced prior to submitting any alternate suggestions for products. See alternate sheet Section 01630.

END OF SECTION 01630

CLEANING – SECTION 01710

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Execute cleaning during progress of the work and at completion of the work, as required by general conditions.

1.02 DISPOSAL REQUIREMENTS

- A. Conduct cleaning and disposal operations to comply with codes, ordinances, regulations, and anti-pollution laws.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Use only those cleaning materials which will not create hazards to health or property, and which will not damage surfaces.
- B. Use only those cleaning materials and methods recommended by manufacturer of the surface material to be cleaned.
- C. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.

PART 3 – EXECUTION

3.01 DURING INSTALLATION

- A. Contractor at all times shall keep the premises free from accumulation of waste material or rubbish caused by his operations or his subcontractor's operations. Oversee cleaning and ensure that building and grounds are maintained free from accumulations of waste material and rubbish.
- B. At reasonable intervals during progress of work, clean-up site, building and access, and dispose of waste materials, rubbish and debris. Provide containers and locate on site for collection of waste material, rubbish and debris. Do not allow waste material, rubbish and debris to accumulate and become an unsightly or hazardous condition.
- C. Transport waste material in a controlled manner with as few handlings as possible; do not drop or throw materials from heights. Schedule cleaning operations so that dust and other contaminants resulting from cleaning process will not fall on wet, newly painted surfaces. Sprinkle dusty debris with water.
- D. Burning or burying of rubbish and waste material on the project site is not permitted. Disposal of volatile fluid waste (such as mineral spirits, oil, or paint thinner) in storm or sanitary sewer systems is not permitted. Remove waste material, rubbish and debris from the site and legally dispose of at public or private dumping areas off the owner's property.

3.03 FINAL CLEANING

- A. At completion of installation, just prior to acceptance or occupancy, conduct a final inspection of all furnishings. Perform final cleaning and maintain cleaning until building, or portion thereof, is accepted by owner.

- B. Remove grease, dust, dirt, stains, labels, fingerprints and other foreign material from surfaces. Repair, patch and touch-up marred surfaces.
- C. Clean all glass and all other finish surfaces, replace all broken and scratched glass; remove stains, spots, marks and dirt from decorated work; clean all hardware; remove paint spots and smears from all surfaces; clean all fixtures; leaving work in a clean and spotless condition.
- D. Remove all waste material and rubbish from and about the project as well as all tools, construction equipment, machinery and surplus material.
- E. Use experienced workmen or professional cleaners for final cleaning.

END OF SECTION 01710

OPERATING AND MAINTENANCE DATA – SECTION 01730

PART 1 - GENERAL

1.01 GENERAL

- A. Compile manufacturer's directions and manuals, product data and related information appropriate for owner's maintenance and operation of products furnished under the contract.
 - 1. Furnish operating and maintenance data as specified in other pertinent sections of specifications to the owner.
- B. Instruct owner's personnel in the maintenance of products and in the operation of equipment and systems. Contractor is responsible for confirming owner's requirements for any in-service training or orientation required by staff for products provided.

1.02 FORM OF SUBMITTALS

- A. Prepare data in the form of an instructional manual for use by owner's personnel.
- B. Provide indexed tabs fly-leaf for each separate product, or each piece of equipment. Provide typed description of product and major component parts of equipment.
- C. Identify each volume with typed or printed title "OPERATING AND MAINTENANCE INSTRUCTIONS".
- D. Bind in Commercial quality three-ring binders with durable and cleanable plastic covers.
- E. When multiple binders are used, correlate the data into related consistent groupings.

1.03 CONTENT OF MANUAL

- A. Neatly typewritten table of contents for each volume, arranged in a systematic order.
 - 1. Contractor, name of responsible principal, address and telephone number.
 - 2. A list of each product required to be included, indexed to the content of the volume.
 - 3. List, with each product, the name, address and telephone number of:

- a. Subcontractor or installer.
 - b. Maintenance contractor, as appropriate.
 - c. Identify the area of responsibility of each.
 - d. Local source of supply for parts and replacement.
- 4. Identify each product by product name and other identifying symbols as set forth in contract documents.
- B. Product data: Include only those sheets which are pertinent to the specific product. Annotate each sheet to:
 - 1. Clearly identify the specific product or part installed.
 - 2. Clearly identify the data applicable to the installation.
 - 3. Delete references to inapplicable information.
- C. Drawings: Supplement product data with drawings as necessary to clearly illustrate relations of component parts of equipment and systems.
- D. Written text, as required to supplement product data for the particular installation:
 - 1. Organize in a consistent format under separate headings for different procedures.
 - 2. Provide a logical sequence of instructions for each procedure.
- E. Copy of each warranty, bond and service contract issued. Provide information sheet for owner's personnel, and give:
 - 1. Proper procedures in the event of failure.
 - 2. Instances which might affect the validity of warranties or bonds.

1.04 MANUAL FOR MATERIALS AND FINISHES

- A. Submit two copies of complete manual in final form.
- B. Content, for furnishings products, applied materials and finishes:
 - 1. Manufacturer's data, giving full information on products.
 - 2. Instructions for care and maintenance.
- C. Additional requirements for maintenance data: The respective sections of Specifications.

1.05 SUBMITTAL SCHEDULE

- A. If a submittal should occur, submit one copy of completed data in final form fifteen days prior to final inspection or acceptance.
 - 1. Copy will be returned after final inspection or acceptance, with comments.

- B. Submit specified number of copies of approved data in final form ten days after final inspection or acceptance.

1.06 INSTRUCTION OF OWNER'S PERSONNEL

- A. Prior to final inspection or acceptance, fully instruct owner's designated operating and maintenance personnel in the operation, adjustment and maintenance of all products, equipment and systems.
- B. Operating and maintenance manual shall constitute the basis of instruction.
- C. Review contents of manual with personnel in full detail to explain all aspects of operations and maintenance.

END OF SECTION 01730

FURNISHINGS (GENERAL) - SECTION 12600

PART 1 GENERAL

1.01 SUMMARY

- A. Section includes all work required to complete, as indicated by the contract documents, and furnish all supplementary items necessary for the proper complete installation of all furniture, furnishings and equipment.

1.02 REFERENCES

- A. ASTM E 84/NFPA 255/UL723 - Standard Method of Test for Surface Burning characteristics of Building Materials.
- B. ASTM E 662/NFPA 258 - Standard Research Test Method for determining Smoke Generation of Solid Materials.
- C. NFPA 701 - Standard Method of Fire Tests for Flame-Resistant Textiles and Films.
- D. Any State Governed Agencies Required.

1.03 SUBMITTAL BINDER– REQUIRED OF BIDDER, DUE WITHIN 4 WEEKS OF FINALIZING CONTRACT WITH OWNER:

- A. Dealer is responsible for supplying a “submittal binder” to facilities manager following the award of bid. Anticipate that a second “color copy” may be requested by client for their use.
- B. Submit complete, exact and specific design data for exact products specified.
- C. Product Data:
 - 1. Within at least 4 weeks following the bid award, submit to facilities manager

manufacturer's specifications of each product to evidence compliance with these specifications.

- a. ITEM CUT SHEETS: Submit manufacturer's color photo or "cut sheet" of each product.
 - b. FABRICS: Submit C.O.M. specified, sample to be minimum 12" x 12" or large enough to show full pattern repeat.
 - c. WOOD/METALS: Submit 6" x 6" sample of each finish per manufacturer specified. Painted finishes must be submitted on material specified. Wood sample shall be actual wood species with stain and finish specified.
 - d. FIRE RATING: Submit laboratory certification that furniture and fabric meets or exceeds the specified fire resistive requirements.
 - e. WARRANTY: Submit copy of manufacturer's warranty and installation / use instructions.
2. Manufacturer's product data shall be clearly and specifically marked to indicate the specific models or types intended for submittals and desired approval.
 3. Product data which is unmarked or unclear as to exact intended submittal will be returned unreviewed to submitter.
- D. Operation and Maintenance Data:
1. Submit in exact accordance with Section 01730 - Operating and Maintenance Data.
 2. Furnish to owner, two (2) copies of maintenance manual written by furniture manufacturer's technical service department for each type of furniture installed.

1.04 QUALITY ASSURANCE

A. Manufacturer Qualifications:

1. Manufacturer shall submit evidence of having not less than five (5) years successful production of similar product.

B. Subcontractor Qualifications: Subcontractor shall submit evidence of skill and not less than five (5) years specialized experience with similar product.

C. Material Uniformity: All material, fabric, wood, paint, high pressure plastic laminate, etc., shall have uniformity and consistency. Variation in dyes, stains, wood characteristics, textures and finishes shall be cause for rejection.

1.05 DELIVERY, STORAGE AND HANDLING

A. Refer to Section 01600 - Material and Equipment.

B. Deliver, store and handle products in exact accordance with the manufacturer's latest published requirements and specifications.

1.06 SEQUENCING AND SCHEDULING

A. Coordinate with owner and building general contractor.

B. PART 2 PRODUCTS

2.01 ACCEPTABLE PRODUCT/MATERIAL MANUFACTURERS

- A. Specific products are specified in paragraph 2.03. All other manufacturers are considered to be substitutions.

2.02 PRODUCT - GENERAL

- A. Each item is specified with an identifying code with a prefix "F" for furniture or "A" for accessories.
- B. All electrically powered products must be U.L. listed and have labels affixed to each item identifying such.
- C. All upholstery foam shall be fire retardant foam - CMHR or equal.
- D. All plastic laminate shall be high pressure decorative laminate conforming to NEMA LD3

1. Thickness and Type:

- a. Horizontal Surfacing: .050" thick general purpose (GP 50).
- b. Backing Sheet: .020" thick backer (BK 20).
- c. Vertical Surfacing - Paneling: .050" thick general purpose (GP 50).
- d. Vertical Surfacing - Cabinets: .028" thick general purpose (GP 50).
- e. Vertical Surfacing - Doors: .050" thick general purpose (GP 50).
- E. All leather upholstery shall be full grain leather, aniline drum dyed, with the appropriate soil resistant finishes unless otherwise indicated.
- F. All portable lamps shall be wired with flexible cord, recognized by the National Electric code, and an attachment plug of the polarized or grounding type.
- G. All table lamps, floor lamps and light fixtures are to be provided with type of lamp recommended by the manufacturer. Wattage is to be the maximum wattage approved by the manufacturer.

2.03 PRODUCT - SPECIFIC

- A. See Attached Specification Sheets at end of Section 12600 – Furnishings

PART 3 EXECUTION

3.01 EXAMINATION

- A. Examine and verify that receiving substrate surfaces of the structure have no defects or errors, which would result in poor or potentially defective application or cause latent defects in workmanship.
 - 1. Conditions of Surfaces
 - a. Flat, plumb, level.
 - b. Clean, free of oil, water, moisture, laitance, or any other deleterious substances.
 - 2. Conditions of Opening Size
 - a. Dimension: As required by manufacturer's latest published specifications.
 - b. Tolerances: As required by manufacturer's latest published specifications.
- B. Report any unsatisfactory conditions to the Architect.
- C. Starting installation shall be deemed as contractor's acceptance of surfaces.

3.02 PREPARATION

- A. Structural Adequacy
 - 1. Prepare the structure to insure proper and adequate structural support for the materials specified.
 - 2. Verify adequate blocking or other support for anchors.
- B. Prepare substrate surfaces to insure proper and adequate installation, in exact accordance with the contract documents and approved shop drawings, or manufacturer's requirements.
- C. Field measure and verify dimensions as required.
- D. Protect adjacent areas or surfaces from damage as a result of the work of this section.

3.03 INSTALLATION

- A. Install in exact accordance with manufacturer's latest published requirements, specifications, details and approved shop drawings.
- B. Remove all manufacturer's labels, shipping tags, etc. that are visible to view following final inspection.

3.04 CLEANING

- A. Clean in exact accordance with Section 01710 - Cleaning.
- B. Immediately remove all spots, smears, stains, residues, adhesives, etc., from the work of this section and/or upon adjacent areas or surfaces, which result from the work of this section.

- C. Upon the completion of the work of this section, dispose of, away from the site, all debris, trash, containers, residue, remnants and scraps, which result from the work of this section.

3.05 DEMONSTRATION

- A. Instructions: Provide operating, maintenance and adjustment techniques to owner's personnel.
- B. Demonstrations: Demonstrate operation to owner's personnel.

3.06 PROTECTION

- A. After installation, and until owner acceptance, protect the furnishings from damage.
- B. Remove damaged items, elements, units and materials, and replace with new, undamaged ones, all at no cost to the owner.

3.07 DELIVERY IDENTIFICATION

- A. Each crate, carton and package of furnishings shall be plainly tagged or marked on the exterior with an identification of the items according to the designer's code as follows:
 - 1. CH-02 (code)
 - TASK CHAIR (item)
 - OFFICE / T211 (location/room number per architectural plans)
 - 2/24 (number in carton/number purchased)
 - NATIONAL (manufacturer)

END OF SECTION 12600

6.0 IMPORTANT NOTICE TO ALL RESPONDENTS

CareerSource Central Florida is funded entirely by federal grants. Accordingly, all sums due and payable by CareerSource Central Florida are subject to ongoing congressional appropriation and actual funding from the U.S. Department of Labor, the U.S. Department of Health and Human Services, the U.S. Department of Agriculture, and the Florida Department of Economic Opportunity.

7.0 MINORITY/WOMEN/VETERAN BUSINESS ENTERPRISES

Proposers that qualify as minority-owned, women-owned, veteran-owned or labor surplus enterprises under a federal, state or local government or public authority certification process (**M/W/VET/LSBE**) are encouraged to submit proposals and to identify themselves as M/W/VET/LSBE respondents. Any vendor or firm wishing to be considered as such must provide evidence of certified M/W/VET/LSBE status (such as a copy of the certification letter, etc.).

8.0 APPLICABILITY OF SUNSHINE LAWS

Pursuant to Section 445.007, Florida Statutes, regional workforce boards (including CareerSource Central Florida) are subject to Florida Sunshine Laws (chapters 119 and 286 and s. 24, Art. I of the Florida State Constitution). The respondents acknowledge that CareerSource Central Florida is subject to Florida's Public Records and Sunshine Laws. Accordingly, materials produced by the respondents under this RFQ, as well as certain meetings and other communications, are subject to such laws.

9.0 **INSTRUCTIONS TO PROPOSERS**

This RFP is a solicitation and not an offer to contract. Interested parties desiring to provide proposal for services as described in this RFP must submit responses to CareerSource Central Florida in the following manner:

- Inquiries regarding this RFQ should be submitted electronically to: publicresponse@careersourcecf.com. **Please type "INQUIRY – OFFICE FURNITURE SOLICITATION" in the subject line.**
- Submit your proposal electronically by attaching documents in PDF format in a version compatible to Acrobat PDF. Documents should be clearly marked with the respondent's business name and address.
- **Please type "BID – OFFICE FURNITURE SOLICITATION" in the subject line.**
- Proposals **must** be submitted via email no later than 5:00 PM (EST), on September 27, 2018. Proposals **must** be addressed to: Procurement@careersourcecf.com.
- **To maintain integrity of the process, proposers must only submit questions and proposal to the email address stated above. Proposers are not to copy or blind copy any other CareerSource Central Florida official, employee or board member. Violating these conditions may render a submitted proposal disqualified and subject to no further review.**
- Responses by telephone, or fax will not be accepted. Such responses will be rejected as non-responsive, regardless of when such responses are received.
- Any proposal may be withdrawn until the date and time set above for final submission of proposals. Any proposals not so withdrawn will constitute an irrevocable offer, for a period of 120 days, to provide the services set forth in this RFQ, or until one or more of the proposals have been awarded. Preparation costs for responses to this RFQ are solely those of the respondent, and CareerSource Central Florida assumes no responsibility for any such costs.

END OF INSTRUCTIONS TO PROPOSERS SECTION

10.0 PROCUREMENT TIMELINE (Tentative dates)

Date	Activities/Events
9/14/2018	RFQ made available at 5 p.m. on the CareerSource Central Florida Internet: www.CareerSourceCentralFlorida.com
9/20/2018	Final Clarifying/Technical questions concerning the RFQ must be received by 3:00 p.m. on 9/20/2018 via email at: publicresponse@careersourcecf.com Response to all questions will be made available on the CareerSource Central Florida's website: www.CareerSourceCentralFlorida.com
9/27/2018	Electronic RFP responses are to be submitted in PDF format version compatible Acrobat PDF. Email containing proposal must be received by 5:00 PM EST.
9/28/2018	Bids will be opened privately and Proposers will be notified as to successful bidder(s) by 10/5/2018 (target date).
10/5/2018	Negotiations completed with awarding of contract to allow for services effective date of TBD.

11.0 SIGNATURE

The proposal shall be signed by a duly authorized individual or official of an organization. For proposals from organizations, the proposal shall also provide the following information: name, title, address, and telephone number of individual(s) with authority to negotiate and contractually bind the Proposer, and the name of the person who may be contacted during the period of proposal evaluation if different from the signatory official.

12.0 FORMAT FOR PREPARING THE PROPOSAL

Proposals will be valid for one-hundred-twenty (120) days after proposal submission date specified herein. If the event contract has not been awarded before the close of the 120 day validity period, CareerSource Central Florida reserves the right to negotiate extensions to the proposal validity date. Quote forms have been provided for submittal.

It is generally preferred that written material be single-spaced, except where there is a reason for double spacing. An outline form using major headings is preferred. Legibility, clarity, and completeness are essential.

Outline: All proposals must be assembled according to the following outline with all pages numbered in sequential order, and must demonstrate understanding of the proposed scope of work.

Cover letter - This will serve as the official letter of transmittal signed by an owner, officer or authorized agent of the firm, acknowledging and accepting the terms and conditions of this RFQ and tendering an offer to CareerSource Central Florida.

Attachment A - Cover Sheet

Exhibit A – Price Quote Form

The prices quoted must be inclusive of all costs and must be submitted using **Exhibit “A”** format. Proposers shall supplement price quote with itemized pricing detailing specification, part number, lead times, etc., for proposed office furnishings.

Attachment B - Relationship Disclosure Form

Attachment C - Vendor General Provisions, Certifications and Assurances

Attachments A, B and C must be signed and submitted with proposal.

No proposal will be considered that is not:

- a) Complete - If sections or mandated attachments are missing, the proposal will not be considered.
- b) Compatible - The proposal must be compatible with the goals and objectives of this request.

NARRATIVE

Proposers shall provide written responses for all statements under section 3.0 **Qualifications**. Additionally, within the narrative, proposers shall provide at least two specific examples of successful contracts completed or ongoing within the past 36 months that demonstrate experience with local, state, or federal workforce services or programs.

Each page of the quote should be numbered sequentially at the bottom of the page. The Cover Letter, and Attachments A, B and C are not numbered. Each quote is limited to eight (8) pages (excluding Cover Letter and Attachments A, B and C and Exhibits) and should be prepared simply and economically, providing a straightforward response to this RFQ.

13.0 PROPOSAL REVIEW AND CONTRACT AMOUNT

CareerSource Central Florida will award the contract based on what is in the best interests of CareerSource Central Florida. The contract will be awarded based on offers received considering price, experience, and negotiation of such contract with the successful proposer. The assessment of experience will take into account such factors as understanding services needed, demonstrated skills, experience, and ability to provide high-quality service on time, and experience with local, state and/or federal workforce programs. Assessment of price will take into account that rates are reasonable in relation to the services provided; detailed; and that assumptions by the proposer regarding calculation of the fees are relevant. Each offer should, therefore, be submitted in the most favorable terms from a price and technical standpoint.

Final award of a contract will be contingent upon:

- Successful negotiation of a contract.
- Acceptance by the proposer of the contract terms and conditions.

13.1 EVALUATION CRITERIA

CSCF reserves the right to reject any or all quotations or to waive any specific technicalities or formalities in order to accept any proposals deemed to be in the best interest of CSCF.

The following criteria will form the basis upon which CSCF will evaluate quotations. Quotations that meet the mandatory (complete and compliant) requirements, as stated above, will be evaluated with the following:

Criteria	Points
Proposal Presentation <ul style="list-style-type: none">• Adherence to proposal format	10
Cost/Price (Price Sheet) <ul style="list-style-type: none">• Total Purchase Price	35
Scope of Work <ul style="list-style-type: none">• Quality of product, warranty and service	40
Experience and Qualification of Proposer <ul style="list-style-type: none">• Bidder reputation and ability to provide required furnishings and services• References	15
M/W/VETBE/LSA Status	5
Total	105

14.0 CONDITIONS AND LIMITATIONS OF THIS RFQ

The following conditions are applicable to all proposals:

This RFQ does not commit or obligate CSCF to award a contract, to commit any funds identified in this RFQ document, to pay any costs incurred in the preparation or presentation of a proposal to this RFQ, to pay for any costs incurred in advance of the execution of a contract, or to procure or contract for services or supplies.

CSCF reserves the right to reject any and all proposals in whole or in part, to waive any informalities or irregularities in the proposals received, and to accept any proposal that is deemed most favorable to CSCF at the time and under the conditions stipulated in the specifications of this request.

Non-conforming proposals will be considered non-responsive and CSCF reserves the right to waive informalities and minor irregularities in proposals received. CSCF reserves the right to request additional information for clarification from potential candidates, or to allow corrections for errors or omissions.

All proposals are subject to negotiation by CSCF.

CSCF reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the individual or firm of the conditions contained in this solicitation, unless clearly and specifically noted in the proposal/quote submitted and confirmed in the contract between CSCF and the individual or firm selected.

CSCF may require the selected proposer to participate in negotiations, and to submit price, technical, or other revisions for the proposals in writing, which may result from negotiations.

15.0 APPEAL PROCEDURE FOR PROCUREMENT ACTIONS

All proposers have the right to appeal the process. Parties wishing to challenge the process may submit their objections in writing to the President/ CEO within three business days after the date of notification of intent to award to selected vendors of CSCF. Appeals must state the specific reason for appeal, and must be based on one or more of the following criteria:

- A clear and substantial error or misstated facts by the rating team upon which the decision was made.
- Unfair competition or conflict of interest in the decision making process.
- Any illegal or improper act or omission in connection with the solicitation or selection of the proposer.
- Other grounds that may substantially alter CSCF's award decision.

The CSCF President/CEO will review the appeal and respond within ten days after receipt of the letter from the aggrieved proposer. Failure to file a protest within three business days after the date of notification of intent to award the contract will constitute a waiver of the proposer's right to appeal.

ATTACHMENT "A"

Cover Sheet

Name of Respondent:
Business Address:
Phone:
Fax:
Years in Business:
DUNS Number: _____ FEIN Number: _____
Name, title, and contact information of person authorized to answer any questions about the proposal, negotiate the contract terms, and contractually bind the respondent: Name and Title: _____ Phone: () _____ Fax: () _____ Email: _____
I do hereby certify that this proposal is submitted in accordance with the provisions and conditions outlined, that this firm, acknowledges and accepts the terms and conditions of this RFP/RFQ by tendering an offer to CareerSource Central Florida; that all the information is complete and accurate, and that this proposal represents a firm and fixed offer to provide the requested services. This offer shall remain valid for a minimum of 120 days. I also certify that the fees in the proposal have been arrived at independently, without consultation, communication, or agreement with any other bidder or with any other competitor for the purpose of restricting competition, as to any matter relating to such fees; and no attempt has been made or will be made by the bidder to induce any other person or organization to submit or not submit a proposal for the purpose of limiting or restricting competition. I further certify that this organization can and will provide and make available, at a minimum, all services described in the proposal.

Signature of Authorized Representative

Date

Printed Name and Title

ATTACHMENT “B”

Relationship Disclosure Form

Relationship Disclosure Form

This form serves to document any personal or business relationships between the respondent (defined below) and any one or more of the following: (i) Pamela Nabors, President and CEO of CareerSource Central Florida; (ii) CareerSource Central Florida’s current board of directors; and (iii) an employee of CareerSource Central Florida. A listing of CareerSource Central Florida’s current board may be found here:

<http://careersourcecentralflorida.com/about/board-committee-information/board-directors>

QUESTIONS AND ANSWERS ABOUT THE RELATIONSHIP DISCLOSURE FORM

WHAT INFORMATION NEEDS TO BE DISCLOSED ON THE RELATIONSHIP DISCLOSURE FORM?

The Relationship Disclosure Form must disclose pertinent background information about the respondent and his/her or personal or business relationship, if any, with any CareerSource Central Florida staff or board member.

In particular, respondents must disclose whether any of the following relationships exist: (1) respondent is a relative of a CareerSource Central Florida staff or board member; (2) a CareerSource Central Florida board member is an employee of respondent; (3) respondent is an employee of CareerSource Central Florida; or (4) respondent is a business associate of any CareerSource Central Florida board member.

HOW ARE THE KEY RELEVANT TERMS DEFINED?

Respondent means the individual(s) or firm making any proposal pursuant to this RFQ (and, if respondent is a law firm, all partners and other equity-level lawyers of the law firm).

Business associate means any person or entity engaged in or carrying on business or commercial activity with any other person who is a CareerSource Central Florida staff or board member, whether

as an independent contractor, co-owner, partner, member, trustee or beneficiary, joint venture, vendor, consultant, service provider, officer, director, or shareholder (excluding shares traded on a regulated national or regional securities exchange).

Employee means any person receiving remuneration from an employer for the performance of any work or service while engaged in any employment under any appointment or contract for hire or apprenticeship, express or implied, oral or written, whether lawfully or unlawfully employed, and includes, but is not limited to, aliens and minors. (See Section 440.02(15), Florida Statutes)

Relative means an individual who is related to a CareerSource Central Florida staff or board member as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, half-sister, grandparent, great grandparent, grandchild, great-grandchild, step-grandparent, step-great-grandparent, step-grandchild, step-great-grandchild, person who is engaged to be married to a CareerSource Central Florida Principal, or who otherwise holds himself or herself out as, or is generally known as the person whom a CareerSource Central Florida Principal intends to marry or with whom the CareerSource Central Florida Principal intends to form a household, or any other natural person having the same legal residence as the CareerSource Central Florida Principal. (See Section 112.312(21), Florida Statutes.)

DOES THE RELATIONSHIP DISCLOSURE FORM NEED TO BE UPDATED IF INFORMATION CHANGES?

Yes. It remains a continuing obligation of the applicant to update this form whenever any of the information provided on the initial form changes until a vendor is selected.

WHO WILL REVIEW THE INFORMATION DISCLOSED ON THE RELATIONSHIP DISCLOSURE FORM AND ANY UPDATES?

The information disclosed on this form and any updates will be a public record as defined by Chapter 119, Florida Statutes, and may therefore be inspected by any interested person. Also, the information will be made available to the Executive Committee and the President and CEO of CareerSource Central Florida.

-END OF PAGE-

RELATIONSHIP DISCLOSURE FORM

This form must be completed by the respondent. In the event any information provided on this form should change, the respondent must file an amended form on or before the date the item is considered by CareerSource Central Florida.

Part I

INFORMATION ON RESPONDENT:

Legal Name of Respondent: _____

Business Address (Street/P.O. Box, City and Zip Code):

Business Phone () _____

Facsimile () _____

Part II

IS RESPONDENT A RELATIVE OF ANY CAREERSOURCE CENTRAL FLORIDA PRINCIPAL?

_____ YES _____ NO

IS ANY CAREERSOURCE CENTRAL FLORIDA PRINCIPAL AN EMPLOYEE OF RESPONDENT?

_____ YES _____ NO

IS RESPONDENT AN EMPLOYEE OF ANY CAREERSOURCE CENTRAL FLORIDA PRINCIPAL?

_____ YES _____ NO

IS RESPONDENT A BUSINESS ASSOCIATE OF ANY CAREERSOURCE CENTRAL FLORIDA PRINCIPAL?

_____ **YES** _____ **NO**

If you responded "YES" to any of the above questions, please state with whom and explain the relationship:

(Use additional sheets of paper if necessary)

Part III

ORIGINAL SIGNATURE REQUIRED

I hereby certify that information provided in this relationship disclosure form is true and correct based on my knowledge and belief. If any of this information changes, I further acknowledge and agree to amend this relationship disclosure form prior to the date on which CareerSource Central Florida awards an agreement. In accordance with s. 837.06, Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor in the second degree, punishable as provided in s. 775.082 or s. 775.083, Florida Statutes.

_____ Date: _____

Signature of Respondent

Print name, title of person, and organization name of individual completing this form:

ATTACHMENT “C”

VENDOR GENERAL PROVISIONS, CERTIFICATIONS AND ASSURANCES

CareerSource Central Florida will not award a contract where Vendor has failed to accept the **GENERAL PROVISIONS, CERTIFICATIONS AND ASSURANCES** contained in this section. In performing its responsibilities under this Cost Reimbursement Agreement, Vendor hereby certifies and assures that it will fully comply with the following:

By signing the Agreement, Vendor is providing the assurances and certifications as detailed below:

I. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS – PRIMARY COVERED TRANSACTION (29 CFR 98).

The prospective Vendor certifies to the best of its knowledge and belief, that it and its principals are: not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

Have not within a three-year period preceding this proposal been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

Are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (A) (2) of this certification; and,

Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause of default.

Where the prospective Vendor is unable to certify to any of the statements in this certification, such prospective Vendor shall attach an explanation to this proposal (or plan).

II. CERTIFICATION REGARDING LOBBYING (29 CFR Part 93).

Vendor certifies, to the best of his or her knowledge & belief, that:

No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative Agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employees of Congress, or employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, and U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

III. NON-DISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE (29 CFR Part 37).

As a condition to the award of financial assistance from the Department of Labor under Title I of the WIOA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

1. Section 188 of the Workforce Innovation and Opportunity Act (WIOA) which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I financially assisted program or activity;
2. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color and national origin;
3. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
4. The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and

Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

Section 654 of the Omnibus Budget Reconciliation Act of 1981 as amended, 42 U.S.C. 9849, which prohibits discrimination on the basis of race, creed, color, national origin, sex, handicap, political affiliation or beliefs.

IV. WORKER'S COMPENSATION RELEASE.

The undersigned hereby agrees that all employees or subcontractors hired by the undersigned to work on any project involving the CareerSource Central Florida shall be covered by Worker's Compensation in accordance with the laws of the State of Florida as same may exist from time to time.

V. COST ANALYSIS CERTIFICATION.

That the cost data presented on line-item budgets or bids related to this Agreement were accurate, complete and current at the time of modified Agreement on price. I understand that negotiating this award, or modification, based on this data provides CareerSource Central Florida the right to a price adjustment to exclude any significant sum by which the price was increased because I had knowingly submitted data that were not accurate, complete or current as certified.

VI. ACCESS TO RECORDS

Access by CareerSource Central Florida, Inc., the Comptroller General of the United States or any of their duly authorized representatives must be given to any books, documents, papers and records (including computer records) of Vendor or sub-contractor which are directly pertinent to charges to the services, in order to conduct audits and examinations and to make excerpts, transcripts and photocopies; this right also includes timely and reasonable access to Vendor's and subcontractor's personnel for the purpose of interviews and discussions related to such documents.

VII. OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULARS

Vendor agrees that, if applicable, it shall comply with all applicable OMB circulars, such as 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements For Federal Awards.

VIII. RECORD RETENTION

Vendor will retain records as required and will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the Contract; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

IX. PROVISION AGAINST ASSIGNMENT

Vendor shall not subcontract any of the services named in this modified agreement. No contract awarded under these terms, conditions and specifications shall be sold, transferred or assigned without the written approval of the Board. Approval does not relieve Vendor from this modified agreement.

X. DAVIS-BACON ACT

Vendor will comply, as applicable, with the provisions of the Davis-Bacon Act, as amended (40 U.S.C. 276a to 276a7) and as supplemented by Department of Labor (DOL) regulations 29 CFR part 5, the Copeland Anti Kick Back Act (40 U.S.C 276c and 18 U.S.C. 874) as supplemented by DOL regulations (29CFR, part 3), and the Contract Work Hours and Safety Standards Act (40U. S. C. 327-333) as supplemented by DOL regulations 29 CFR part 5, regarding labor standards for federally assisted construction sub-agreements.

XI. CONSTRUCTION OR RENOVATION OF FACILITIES USING PROGRAM FUNDS

Vendor is aware that Federal funds may not be used for the purchase or improvement of land, or the purchase, construction, or permanent improvement of any building or facility. If any property has been constructed or substantially renovated, through the unlawful use of state or federal funds, the federal government shall be entitled to a lien against said property.

XII. AMERICANS WITH DISABILITIES ACT

Vendor will comply with the American with Disabilities Act of 1990, P.L. 101-336, which prohibits discrimination on the basis of disability and requires reasonable accommodation for persons with disabilities; in all employment practices, including job application, procedures, hiring, firing, advancement, compensation, training, and other terms, conditions, and privileges of employment. It applies to recruitment, advertising, tenure, layoff, leave, fringe benefits, and all other employment-related activities

XIII. EXECUTIVE ORDER 11246

Executive Order 11246, as amended by Executive Order 11375, requires that Federal Vendor and Subvendors not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. It also requires the Vendor/Subvendor to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin.

XIV. CONFLICT OF INTEREST/STANDARDS OF CONDUCT

Vendor agrees that in administering the contract to comply with standards of conduct that maintain the integrity of the contract in an impartial manner, free from personal, financial or political gain by avoiding situations which suggest that any decision was influenced by prejudice, bias or special interest.

XV. CLEAN AIR/CLEAN WATER ACT/SOLID WASTE DISPOSAL ACT

The Vendor, if receiving in excess of \$100,000 in funding through this modified agreement, is required to comply with all applicable standards, orders, or regulations issued under the Clean Air Act, as amended (42 U.S.C. 7401), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368 et seq.), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR, Part 15). Vendor shall report any violations of the above to the Board. The Vendor will comply with the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act (42 U.S.C. 6962).

XVI. ENERGY EFFICIENCY

Vendor shall comply with mandatory standards and policies relating to energy efficiency which are contained in the State of Florida's Energy Conservation Plan issued in compliance with Energy Policy and Conservation Act (Public Law 94-163).

XVII. ENVIRONMENTAL STANDARDS

Vendor will comply with environmental standards which may be prescribed pursuant to the following; (a) institution of quality control measures under the National Environmental Policy Act of 1969 (P.L.91-190) and Executive Order (EO 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C 1451 et seq.) (f) conformity of Federal Actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U. S. C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P. L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P. L. 93-205).

XVIII. INTEGRITY

Vendor shall comply with the provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) 29 CFR part 93. When applicable, if this Contract is in excess of \$100,000, Vendor must, prior to execution, complete the Certification Regarding Lobbying Form.

XIX. PUBLIC ANNOUNCEMENTS AND ADVERTISING

When issuing statements, press releases, request for proposals, bid solicitation, and other documents describing the project or programs funded in whole or in part with Federal money, all Vendors receiving Federal funds, shall clearly state: (1) the percentage of the total cost of the program or project which will be financed with Federal money, and (2) the dollar amount of Federal funds for the project or program.

XX. MODIFICATIONS

The terms of this modified agreement may be renegotiated and changed whenever extenuating circumstance affect the ability of either party to honor commitments made in this modified agreement. Extenuating circumstances must be for situations beyond the control or expectations of either party. Both parties must mutually agree upon renegotiation.

No modification of this modified agreement will be effective unless it is in writing, signed and dated by both parties.

The Board may unilaterally modify this modified agreement at will to accommodate any change in the federal or state programs, under which this modified agreement is funded, any change in the interpretation of the federal or state programs, under which this modified agreement is funded, or any applicable federal, state or local laws, regulations, rules or policies. The Board retains the option to extend this contract for an additional one year period at the end of this contract.

XXI. TERMINATION FOR DEFAULT/CONVENIENCE

This modified agreement may be terminated as follows:

1. Either party may request termination of modified agreement upon 60 days prior written notice to the other party.
2. The Board may unilaterally terminate or modify this modified agreement, if for any reason either the U.S. Department of Labor or the State of Florida reduces funding through the grants under which this modified agreement is funded.
3. The Board may unilaterally terminate this modified agreement at any time that it is determined that:
 - a. Vendor fails to provide any of the services it has contracted to provide; or
 - b. Vendor fails to comply with the provisions of this modified agreement; or
 - c. Such termination is in the best interest of the BOARD.
 - d. Written notification of termination must be by registered mail, return receipt requested.

If Vendor disagrees with the reasons for termination, they may file a grievance in writing within ten days of notice of termination to the CareerSource Central Florida Consortium of Elected Officials, who will conduct a grievance hearing and decide, from evidence presented by both parties, the validity of termination.

In the event this modified agreement is terminated for cause, Vendor shall be liable to the Board for damages sustained for any breach of this modified agreement by the Vendor, including court costs and attorney fees, when cause is attributable to the Vendor.

In instances where Vendors/sub grantees violate or breach modified agreement terms, the Board will use all administrative, contractual or legal remedies that are allowed by law to provide for such sanctions and penalties as may be appropriate.

XXII. COMPLIANCE WITH TANF

Vendor shall comply with the Temporary Assistance to Needy Families Program (TANF), 45 CFR parts 260-265, and other applicable federal regulations and policies promulgated there under.

XXIII. RIGHTS TO DATA/COPYRIGHTS AND PATENTS

The Board, State of Florida and the U.S. Department of Labor shall have unlimited rights to inventions made under contract or agreement: Contracts or agreements for the performance of experimental, developmental, or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37

CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements" and any implementing regulations issued by the awarding agency.

Vendor also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIOA Title I – financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIOA Title I – financially assisted program or activity. Vendor understands that Department of Economic Opportunity (DEO) and the United States have the right to seek judicial enforcement of the assurance.

XXIV. PUBLIC ENTITY CRIMES

Vendor shall comply with subsection 287 .L33(2)(a), F.S., whereby a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in section 287.0t7, F.S., for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

XXV. THE PRO-CHILDREN ACT

Vendor agrees to comply with the Pro-Children Act of 1994, 20 U.S.C. 6083. Failure to comply with the provisions of the law may result in the imposition of civil monetary penalty up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. This clause is applicable to all approved sub-contracts. In compliance with Public Law (Pub. L.) LO3-277, the Contract shall not permit smoking in any portion of any indoor facility used for the provision of federally funded services including health, day care, early childhood development, education or library services on a routine or regular basis, to children up to age 18.

Name and Title of Authorized Representative

Signature of Authorized Representative

Organization/Business Name

Date

EXHIBIT "A"

List Legal Name & Address of Company Submitting Price Quote:

PRICE QUOTE FORM

Price Considerations: For work to be performed in accordance with scope of work for furniture, fabrics and accessories in accordance with Scope of Services Details for this solicitation, please provide firm-fixed price below.

State payments terms; and if applicable, any discounts offered for early payments.

Billing Rates

Location: Lake Sumter College Career Center

For all furniture installation for services required at Orlando Airport Career Services Center, provide all-inclusive price for each areas being furnished; if applicable, include travel-mileage related expenses:

LOBBY REGISTRATION

#100/115 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) **\$**

Specify grade of fabric being of proposed in above price quote. State grade below:

CAREER HUB #105 – COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

YOUTH LAB #106 – COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

SEMINAR ROOM - MODULAR

COMPUTER LAB #108 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

SEMINAR ROOM #109 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

STAFF AREA #110 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

CAREER HUB #112 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

BREAK ROOM #145 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$

Specify grade of fabric being of proposed in above price quote. State grade below:

OFFICE #111 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$

Specify grade of fabric being of proposed in above price quote. State grade below:

OFFICE #154 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$

Specify grade of fabric being of proposed in above price quote. State grade below:

OFFICE #155 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

OFFICE #157 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

OFFICE #158 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____	

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

OFFICE #159 - COSTS BROKEN OUT BY MANUFACTURER: (Grand Total should equal Base Bid Total Above):

<u>Manufacturer</u>	<u>Product by Mfg.</u>	<u>Freight by Mfg.</u>	<u>Installation by Mfg.</u>	<u>Total Cost by Mfg.</u>
	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____

TOTAL \$ _____ \$ _____ \$ _____

GRAND TOTAL (Grand Total should equal Base Bid Total Above) \$ _____

Specify grade of fabric being of proposed in above price quote. State grade below:

Proposer Name: _____

**CAREER SOURCE - LAKE SUMTER COLLEGE
FURNITURE SCHEDULE**

07-27-18







NOTES:

*Upholstery: Shall be a combination of soft vinyls and pattern fabrics to coordinate w/ Career Source colors


*Desk/Table finishes: Shall be modern, whites, silver, grays, etc. Lighter finishes need to be very cleanable



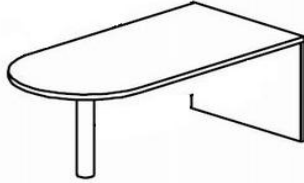
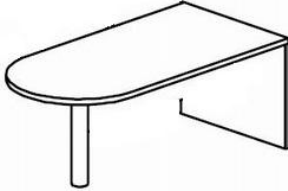
*Tags with A is Standard Height Tables or Chairs and Tags with B is 42" High tables and Stools

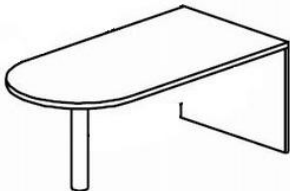
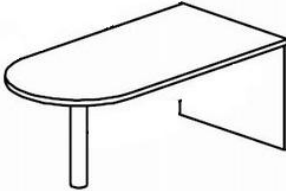
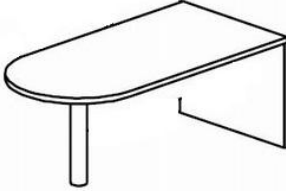
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
100/115	Lobby/Registration	CH-1	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	4	
		T-1A	Round Table	Cylinder Base , 42" H with tech power pole	3	
		T-1B	Round Table	Cylinder Base Standard Height, with tech power pole	1	
		P-1	Power Poles	www.verticalpowersolutions.com	4	
		L-1	Lounge Grouping	Upholstered Seating - grouping to fit 4. Example: 2 chairs, lounge ottomans, coffee table	2	
		R-1	Reception Desk	Partial Half Circle, See Floor Plan for Shape	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
105	Career Hub	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	32	
		CH-2B	Multipurpose Stool	Stool Height Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	20	
		T-2A	Group Work Tables	Standard Height, with power management in center, stationary	8	

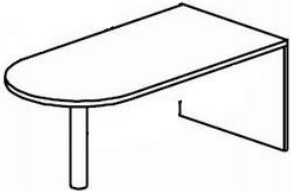
		T-2B	Group Work Tables	42" High with power management in center, stationary	5	
		P-1	Power Poles	www.verticalpowersolutions.com	2	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
106	Youth Lab	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	4	
		CH-2B	Multipurpose Stool	Stool Height Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	8	
		CH-3	Task Chair	5 Star Base, Adjustments, Upholstered, with arms	2	
		T-3A	Smaller Training or Student tables	Standard Height, Ability to form 1 large table	4	
		T-3B	Smaller Training or Student tables	36" or 42" High, Ability to form 1 large table	8	
		T-4	Desks	Desks with single spine for electrical from wall, ADD mobile file	2	
		L-2	Lounge Grouping	Upholstered Seating - to form U or Semi-Circle, modular	1	

NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
108	Seminar Room - Modular Computer Lab	CH-4	Task Chair, 5 Star Base	5 Star Base, Adjustments, Upholstered, Armless	35	
		T-5	Training Table	With Wheels, no cable management	18	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
109	Seminar Room	CH-4	Task Chair, 5 Star Base	5 Star Base, Adjustments, Upholstered, Armless	20	
		T-6	Training Table	Stationary -No Wheels, Cable management, Modesty Panel	11	

NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
110	Staff Area	CH-3	Task Chair, 5 Star Base	5 Stare Base, Adjustments, Upholstered, with arms	22	
		CH-5	Chair	4 legged to match Task Chair	4	
		T-7	Workstations	Benching System, Spine divider, ADD Mobile Pedestal	22	
		T-8	Round Work Table	Standard Height, 42" Round, post with Flat Base	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
112	Career Hub	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	11	
		CH-2B	Multipurpose Stool	Stool Height Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	10	
		T-2A	Group Work Tables	Standard Height, with power management in center, stationary	3	

		T-9	Communal Table	42" High with power management in center, stationary	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
145	Break Room	CH-6A	Chair	Molded Plastic, Sled base or 4 legged	12	
		CH-6B	Bar Height Chair	Match CH-1, Molded Plastic	4	
		T-10	Square Cafe Table		3	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
111	Office	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	3	
		T-11	Peninsula Table	Peninsula End with Post, No Power Management	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
154	Office	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	3	
		T-11	Peninsula Table	Peninsula End with Post, No Power Management	1	

NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
155	Office	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	3	
		T-11	Peninsula Table	Peninsula End with Post, No Power Management	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
157	Office	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	3	
		T-11	Peninsula Table	Peninsula End with Post, No Power Management	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
158	Office	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	3	
		T-11	Peninsula Table	Peninsula End with Post, No Power Management	1	
NUMBER	ROOM NAME	TAG	NAME	DESCRIPTION	QTY	EXAMPLE
159	Office	CH-2A	Multipurpose Chair	Armless, Mesh Back or Molded Plastic, Cushion Seat with Patterned Fabric	3	

		T-11	Peninsula Table	Peninsula End with Post, No Power Management	1	
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