

# DIVISION 12 - FURNISHINGS

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## **12 05 00 Common Work Results of Furnishings**

### **Installation**

1. See installation portion of Section 11 05 00.

### **Delivery**

1. Specify that coordination of delivery shall be the responsibility of the general contractor. The contractor shall have a representative on site to receive the shipment.
2. Specify that all debris and crating material shall be removed from the site and properly disposed of.

### **Testing and Operation**

1. Specify that any furnishings requiring testing of its operation is to be accomplished and properly documented, including any safety devices.
2. When appropriate, operation and maintenance instruction shall be provided to the Owner's personnel. This instruction shall include demonstration of proper use, maintenance, safety features, cleaning procedures, and proper storage and handling.
3. Provide operation and maintenance manuals as appropriate in accordance with applicable sections of this manual.

## **12 08 00 Commissioning of Furnishings**

1. When furnishings are to be provided within the scope of the project and the design/selection is included as part of the A/E agreement, the services provided will include the identification of user needs, formulation of budgets, development of design documents for the purchase and installation of the furnishings. Identification of user needs, and formulation of budgets shall be accomplished during the programming and design development phases of the project. The entire process shall be closely coordinated with the user group. The result of this process must ensure compatibility with user requirements, current University standards, as well as compliance with governing codes and regulations.
2. Plans and specifications shall be prepared that adequately supply information necessary to purchase and install the furnishings as approved by the University. Any applicable warranty or guarantee on material, installation, and/or manufacturing workmanship must be clearly communicated and documented. Approval of acceptable manufacturers shall be obtained from the Project Manager prior to the release of documents.

### **Purchasing Standards**

1. The University prefers that furnishings be procured and installed under the provisions of the general construction contract. When this method of procurement is not possible or practical, it may become necessary to specify and purchase these furnishings

through the University Purchasing Division. This method also requires complete bid documents including instructions to bidders which will detail provisions from related documents that may apply. Bid evaluations and recommendations shall be provided to the Project Manager for review and approval prior to award of a contract. When this method of procurement is used, the documents for the general construction contract must contain any necessary coordination requirements for this separate delivery and installation.

## **12 48 00 Rugs and Mats**

### **12 48 13 Entrance Floor Mats and Frames**

1. Campus buildings with heavy traffic must incorporate walk-off mats, recessed in the floor at building entrances and vestibules. The preferred distance is at least six feet outside and twelve feet inside and must extend at least the full width of the doors. They must be easily removed for cleaning and the texture selected to clean shoes quickly. The type of walk-off mat is left to the discretion of the design team in collaboration with the Project Manager. Sections of the mat material must be run opposite to the flow of traffic and comply with most recent version of ICC A117.1.
2. Specify the agreed upon amount of attic stock to be turned over to the Owner at the end of the project.
3. Do not specify permanent grates in place of entrance mats.

## **12 50 00 Furniture**

### **12 50 05 Furniture Warranty**

1. Clemson University requires a warranty period for all furniture purchases of not less than 10 years from date of acceptance of the products. If, during the warranty period, faults develop, they shall be repaired or replaced without any additional cost to the University including those associated with transportation and installation.

## **12 56 00 Institutional Furniture**

1. Specify that all seating and furniture that has internal power and/or data are designed to be permanently fixed and immovable by room occupants. All connections to building systems shall be permanent and internal to the furniture system. Building electrical and data systems shall be modified as necessary to allow for connection directly to furniture systems and shall not be done by visible cabling plugged into existing outlets and data connections.

### **12 56 39 Lecterns**

1. All lecterns and associated controls are to be easily height adjustable and comply with ICC A117.1.