

ATTACHMENT 1 TO ANNEX A

PRODUCT SPECIFICATIONS

TASK CHAIRS, MEETING ROOM CHAIRS, SIDE CHAIRS AND ANCILLARY CHAIRS

1. PROJECT DESCRIPTION

- 1.1. The supply and installation of Task chairs, meeting room chairs, side chairs and ancillary chairs.
- 1.2. The product specification details the technical and testing requirements that apply to Task Chairs, Side Chairs and Meeting Room Chairs.
- 1.3. This is to be read in conjunction with the latest Canadian standards established for rotary office and conference chairs set out in the publication "CAN/CGSB-44.232– Task Chairs for Office Environments", "ANSI/BIFMA X5.1- General-Purpose Task chairs – Tests" and meet the specifications for general purpose task chairs detailed in Guidelines outlined in section 7.4 of the CSA Standard "Z412-00 (R2016) Guideline on Office Ergonomics" may be applied.
- 1.4. All products must be new.

2. GENERAL REQUIREMENTS

- 2.1. Chairs are grouped in the following sub groups:
 - 2.1.1. Administration Task Chairs
 - 2.1.1.1. Standard Size
 - 2.1.1.2. Petite Size
 - 2.1.1.3. Wide Frame Chair
 - 2.1.2. Executive Task Chairs
 - 2.1.3. Meeting Room Chairs
 - 2.1.4. Administration Side Chairs
 - 2.1.5. Executive Side Chairs
 - 2.1.6. Ancillary Chairs
- 2.2. Task chair types when requested Standard, Petit and Wide sizes (refer to Attachment 2 to Part 4 Offered Product List) are not required to be of the same chair series or manufacturer and must meet all of the minimum criteria.
- 2.3. All items that are grouped together in Attachment 2 to Part 4 Offered Product List should be from the same series and the same manufacturer. Items not grouped together can be from different series and different manufacturers but must meet all the minimum criteria.
- 2.4. In addition to the labeling requirement stated in CAN/CGSB-44.229-2008, all chairs must be permanently and legibly marked with the product code and the date of manufacture or alternatively the expiry date of the warranty.
- 2.5. Safety:
 - 2.5.1. Fixed, moveable or adjustable parts must be constructed such that they cannot unintentionally become loose, dislodged or cause personal injury.

3. CHAIR CRITERIA

Backrest

- 3.1. The Task Chair must have a backrest that can accommodate an adjustable lumbar/ pelvic support.
- 3.2. The Task chair backrest to seat angle and height for the chair series must be adjustable and independent from each other.
- 3.3. The Task Chair backrest must be lockable in the set-up position or at multiple positions.
- 3.4. The Task Chair must support the natural curve of the spine. The Task Chair headrest when required must be fixed and/or removable to the back of the chairs.

Lumbar Support

- 3.5. The Task Chairs must have a height and depth adjustable and integrated lumbar support.
- 3.6. The Task Chair lumbar support must be vertically convex and horizontally concave for support.

Tilt Mechanisms

- 3.7. The proposed Task or Meeting Room chair must have a Tilt Mechanism that tilts concurrently or tilts independently.
- 3.8. Tilt Mechanism must be able to lock into any of the fixed position.
- 3.9. The Task Chair must have a minimum of three (3) tilt options.
- 3.10. The Meeting Room chair must have a minimum of two (2) tilt options.

Arm Rests

- 3.11. Task Chair arm rests must be a T arm, height and swivel adjustable (rotating armcap), or height and width and swivel adjustable (rotating armcap) when available.
- 3.12. Task chair arm rests must be replaceable and easily added or removed with commonly available tools. Meeting Room arms are not required to be removable.
- 3.13. Arm rest equipped with a polyurethane arm pad must have a total length of no less than 180mm (7").
- 3.14. Arm rest must provide for a width adjustment to accommodate a placement close to or further away from the body.
- 3.15. For the Task chair a complete line of arm rests and arm caps (if applicable) must be provided when available.
- 3.16. The armrest cap width itself must not be less than 45mm (1 3/4").
- 3.17. When available, arm rests must be available for purchase separately from Task Chair if needed.
- 3.18. Meeting Room chairs to have a fixed arm rest.
- 3.19. Chair arms to be set back at least 150mm (5") from the edge of the seat.

The Seat

- 3.20. The Offeror when requested, must provide seat pan width options that can accommodate a standard, petite and wide frame of the task chair.
- 3.21. Task chair seat depth to be adjustable, and must meet the CAN/CGSB 232. 2008-6.3.1.
- 3.22. The task chair seat pan angle must be user adjustable independently of the backrest.
- 3.23. The task chair seat cushion must not be less than 450mm wide.
- 3.24. The meeting room chair seat depth to accommodate for a standard frame.

The Casters

- 3.25. Casters must be commercial grade and be for hard and/or carpeted surfaces and both available at no additional charge to the Project Authority. Selection to be indicated at time of order.
- 3.26. Casters must have a black finish.
- 3.27. Casters must have removable stems to allow for repair or replacement of a caster.
- 3.28. Casters must be able to be purchased separately from chair series if needed.

Chair Base

- 3.29. Chair base must be a black five (5) leg wheel base.
- 3.30. Executive chair bases must be available in higher grade finishes (i.e. chrome); Offeror to include for all their high-grade finishes.
- 3.31. Chair base must be able to accommodate a 360-degree swivel and rotate easily.
- 3.32. Chair base must have a pneumatic height adjustment.
- 3.33. Administration Task Chair base must have a black finish.
- 3.34. Executive Task Chair must include for a black finish and a polished chrome finish.

4. SIDE CHAIR CRITERIA

- 4.1. Chairs must be armless, with cantilever arms or loop arms, include a backrest, a fixed seat height, and be either stacking or nesting.
- 4.2. Chairs must be a combination of woven fabric and/or breathable fabric and/or for seat and backrest.
- 4.3. An option for solid or veneer wood for backrest is acceptable. Wood or veneer must be walnut with a medium stain.
- 4.4. The backrest can be separate from chair seat or be an integrated single back and seat.
- 4.5. Finished chairs must be uniform in quality, clean and free from any defects that may affect appearance and serviceability.
- 4.6. Frame must be of metal or a combination of metal and PVC material at armrest location.

- 4.7. Must allow for both with arms or armless selection.
- 4.8. External surfaces must be smooth and all edges must be rounded or beveled. All accessible surfaces must be free from sharp edges, burrs and any other hazards to safety.
- 4.9. Metal frame to be one continuous welded piece and a screwed seat and back.
- 4.10. Arm rest must flank both sides of backrest.
- 4.11. Must not be of a sled base construction.
- 4.12. Administration Side Chairs must be on casters.

5. ANCILLARY CHAIR CRITERIA

- 5.1. Ancillary chairs share the same criteria as Side Chairs and in some cases, Task Chairs with the following exceptions:
- 5.2. Materials used for the chair seat and back must be of the following material: plastic, breathable fabric (mesh), or fabric material or a combination thereof.
- 5.3. All available finishes must make part of the contract.
- 5.4. Ancillary are chairs considered for cafeteria use, classroom and training use, and stools for multi-purpose use.
- 5.5. Must provide for stool type task chairs with or without arms; with a foot rest. The stool must permit the user to adjust the height of the chair from a seated position.

6. UPHOLSTERING

- 6.1. When upholstering is required, the seat and back must be upholstered in fabric or breathable material (mesh) or combination of both fabric and breathable material.
- 6.2. The Offeror must provide chairs with a fabric material that must comply with the following requirements:
 - 6.2.1. Must be of a woven fabric;
 - 6.2.2. Must be of a black colour;
 - 6.2.3. Must pass at a minimum a 100 000+ double rubs.
- 6.3. Offeror must provide sample(s) of graded fabrics that make part of the chair series for Project Authority' approval. Fabric selections must be available and consistent in quality.
- 6.4. Must have been tested in accordance with the standards cited by the Association for Contract Textiles (ACT) Volunteer Performance Guidelines and, as a minimum, must have undergone and successfully passed all testing listed in Section 6.
- 6.5. Must meet the requirements and acceptance levels with the standards cited in the Association for Contract Textiles (ACT) Volunteer Performance Guidelines

6.6. Must be manufactured from 100% recycled material or at a minimum 85% post-consumer recycled material or from other environmentally appropriate materials.

6.7 Breathable Material

The Offeror has the option of providing chairs with a breathable material. It must comply with the following requirements:

6.7.1 Must have been tested and meet the requirements and acceptance levels of the Association for Contract Textiles (ACT) Voluntary Performance Guidelines or equivalent for non-fabric and breathable material.

6.7.2 Must have been tested in accordance with the standards cited by the Association for Contract Textiles (ACT) Volunteer Performance Guidelines and, as a minimum, must have undergone and successfully passed all testing.

6.7.3 Must meet the requirements and acceptance levels with the standards cited in the Association for Contract Textiles (ACT) Volunteer Performance Guidelines.

6.7.4 Foam must be CFC free, fire retardant and energy absorbing.

6.7.5 All submitted fabrics must be offered at a minimum of mid-grade quality unless otherwise specified in Attachment 2 to part 4 Minimum Offered Product List.

7. Environmental Requirements

7.1. Resource Input

7.1.1. Metal components must be finished using low volatile organic compound (VOC) content or non-toxic surface coatings.

7.1.2. All plastic components must be recyclable at the end of their life.

7.2. Product Design

7.2.1. Replacement components must be available to replace broken pieces during the Warranty period.

7.3. Solid Waste Diversion Program

7.3.1. The chairs must be manufactured in a facility for which the manufacturer has a solid waste diversion program for landfill disposals (excluding hazardous waste) that has been published and implemented.

7.3.2. Products must be Free from CFCs and PBDEs.

7.3.3. Chairs must not contain chlorofluorocarbon (CFC) or Polybrominated-diphenyl Ether (PBDE).

7.4. Hazardous and Toxic Material Management System

7.4.1. The manufacturer of the chairs must have a hazardous and toxic material management system in place at the production and associated facilities where the chairs are produced.

7.5. Corrugated Packaging

7.5.1. If corrugated containers are utilized, the corrugated containers must contain at least 80% recycled content paper fibre and/or come from a sustainable managed forest.

7.6. Furniture emissions must not exceed the individual Volatile Organic Chemical (VOC) concentration criteria listed in the Individual Volatile Organic Chemical Concentration Limits Table at 336 hours when determined in accordance with the standard test method

ANSI/BIFMA M7.1-2011 Standard Test Method for Determining VOC Emissions from Office Furniture Systems, Components, and Seating.