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SOUMISSION À:**

**Canada Revenue Agency
Agence du revenu du Canada**
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Proposal to: Canada Revenue Agency
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein and/or attached hereto, the goods and/or services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : l'Agence du revenu du Canada
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, en conformité avec les conditions énoncées dans la présente incluses par référence dans la présente et/ou incluses par référence aux annexes jointes à la présente et ci-jointes, les biens et/ou services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Bidder's Legal Name and Address - (ensure the Bidder's complete legal name is properly set out)
Raison sociale et adresse du Soumissionnaire - (s'assurer que le nom légal au complet du soumissionnaire est correctement indiqué)**

Bidder is required to identify below the name and title of the individual authorized to sign on behalf of the Bidder – Soumissionnaire doit identifier ci-bas le nom et le titre de la personne autorisée à signer au nom du soumissionnaire

Name /Nom

Title/Titre

Signature

Date (yyyy-mm-dd)/(aaaa-mm-jj)
()

Telephone No. – No de téléphone
()

Fax No. – No de télécopieur

E-mail address – Adresse de courriel

**AMENDMENT TO REQUEST FOR
PROPOSAL / MODIFICATION DE
DEMANDE DE PROPOSITION**

Title – Sujet	
Furniture Products	
Solicitation No. – No de l'invitation	Date
1000357679	2021-08-02
Amendment No. - N° modif.	
005	
Solicitation closes – L'invitation prend fin on – le (yyyy-mm-dd) (aaaa-mm-jj)	Time zone – Fuseau horaire
2021-08-19 at – à 2:00 P.M. / 14 h	EDT/HAE Eastern Daylight Time/ Heure Avancée de l'Est
Contracting Authority – Autorité contractante	
Paul Wren 250 Albert Street, Ottawa ON K1P1H1 paul.wren@cra-arc.gc.ca	
Telephone No. – No de téléphone	
613-716-6636	
Fax No. – No de télécopieur	
n/a	
Destination - Destination	
See herein / Voir dans ce document	



SOLICITATION AMENDMENT # 005

This solicitation amendment is raised to:

1. Address the following questions submitted during the solicitation period as per RFP; and
2. Amend the RFP.

Except for question 7, answers to questions 1 to 31, and amendments Amend1 to Amend12 to the RFP, can be found in Amendments 1, 2, 3, and 4 to the solicitation.

With respect to question 7, which was previously answered by CRA in Amendment 1 to the solicitation, CRA has reconsidered its previous reply (A7). Please see a revised response to Q7 below, with associated amendments (Amend28) to the RFP.

1. QUESTIONS AND ANSWERS

- Q7. Appendix 2 – Category 1 - R6 - Quick Ship. CRA has requested that a Quick Ship program be offered “at no additional cost”. Although awarding points for having a Quick Ship program is beneficial to CRA, requiring that this program be available at no extra cost, means that CRA may have to pay a premium for all products shipped whether they are needed on the Quick ship program or not. Bidders may need to artificially inflate their pricing for all orders, to compensate for when Quick Ship is required. Some project timelines would not require the Quick Ship program, but those products would have the same price and would not benefit from standard lead time pricing. We request that separate pricing be submitted and evaluated for the products, options and finishes required in the Quick Ship program.
- A7. CRA’s previous response provided to this question under Amendment 1 to the solicitation (A7) is hereby deleted and replaced with the following:
- R6 will be adjusted to offer bidders a mechanism to apply extra costs associated with the Quick Ship program if required. Please see Amendments to the RFP item Amend28 below.
- Q32. 6.4.1.2.6. Why are panel mounted transaction surfaces being included in this category? Panel mounted surfaces should only be in Category 2 (Panel Systems) given each category is to be submitted in its own proposal and may be awarded by different suppliers? Please remove this from the Category 1 requirement.
- A32. Agreed. The reference to “panel-mounted” will be deleted from 6.4.1.2.6.
- Please see Amendments to the RFP item Amend13 below.
- Q33. 6.4.1.3.2. and 6.4.12.3.1 states, “Modesty Panels must include high-pressure laminate” which contradicts 6.2.7.2 which states that vertical supports does not include High-pressure Laminate (HPL). These types of surfaces do not require the same type of impact resistance as work surfaces. The requirement of HPL would unnecessarily increase the cost of the product without an added performance benefit. Please remove the requirement for HPL.
- A33. Agreed. The requirement for HPL at 6.4.1.3.2 and 6.4.12.3.1 will be removed.
- Please see Amendments to the RFP item Amend14 below.
- Q34. 6.4.1.3.3. states, “Legs must be metal or painted metal”. Please confirm that it does not include gables (which are typically low pressure laminate or wood).



A34. No, 6.4.1.3.3. does not include gables.

Please refer to the detailed requirements under section 6.2.7.2 of the APPENDIX C: Furniture Technical Requirements.

Q35. 6.4.2.1.1 Does not include specifications for the split surfaces detailing dimensions and adjustment type, however they are listed as a requirement on Appendix A, Category 1 as noted on page 81.

A35. Split surfaces are not required, and Appendix A Detailed List of Furniture Products – Category 1 will be amended. However, proposals that include tables with split surfaces for Category 1 may be eligible for additional points at the rated evaluation step.

Specifications for split surface tables will be added to section 6.4 Detailed Requirements : Category 1 (Freestanding Desking) of Appendix C: Furniture Technical Requirements.

Please see Amendments to the RFP item Amend15 below.

Q36. 6.4.2.1.1 Height adjustable surfaces must include 120 degree options, however due to the weight requirements on the sizes of tables required for 120 degree situations, electrical or fixed are the most appropriate. Please delete crank and counterbalance requirements for the 120 degree surfaces.

A36. The requirement to supply 120 degree surfaces in Category 1 will be removed.

Please see Amendments to the RFP item Amend16 below.

Q37. 6.4.4.1.5. Please confirm that both key and keyless options must be available on storage units.

A37. No, both options need not be available. Please refer to the detailed requirement under section 6.4.4.1.5. of the APPENDIX C: Furniture Technical Requirements.

Q38. 6.4.4.1.6. Please confirm that casters must swivel to prevent damage to flooring surfaces.

A38. Yes casters must swivel. Please refer to the general requirement under section 6.2.20 of the APPENDIX C: Furniture Technical Requirements.

Q39. 6.4.4.1.7. Confirm that if the cushion seat is removed from a pedestal that it must not expose the interior of the storage unit.

A39. Agreed. Please refer to the detailed requirement under section 6.2.12. of the APPENDIX C: Furniture Technical Requirements for related changes.

Please see Amendments to the RFP item Amend17 below.

Q40. 6.4.4.2.1. Please allow for a variance of -2" in depth to prevent interference with wire management and coordinate with anything that could be attached to the surface (i.e. modesty panels or monitor arms).

A40. Yes this variance is acceptable in accordance with the requirement for tolerances under section 6.3.1.3 of the APPENDIX C: Furniture Technical Requirements.



- Q41. 6.4.4.3.1. Storage pedestals are not commonly supplied in high-pressure laminate as these types of vertical surfaces do not require the same type of impact resistance as worksurfaces. The requirement of HPL would unnecessarily increase the cost of the product without an added performance benefit. Please remove HPL from the requirement.
- A41. Agreed, the requirement for HPL at 6.4.4.3.1. will be deleted.
- Please see Amendments to the RFP item Amend18 below
- Q42. 6.4.6.1.3. Please confirm that both key and keyless options must be available on storage units. Confirm that keyless refers to a digital lock and still requires the unit to be lockable.
- A42. Please refer to the answer for Q37.
- Keyless requires the unit to be lockable, but is not limited to digital locking mechanisms.
- Please refer to the detailed requirement under section 4.48. of the APPENDIX C: Furniture Technical Requirements.
- Q43. 6.4.7.5.2. and 6.4.7.5.2.1 - Panel mounted components should only be included in Category 2 as each category could be awarded to different suppliers. Please remove requirements for panel-mounted and panel up-mount options.
- A43. Agreed. Requirements for panel-mounted and panel up-mount options will be removed from 6.4.7.5.2. and 6.4.7.5.2.1.
- Please see Amendments to the RFP item Amend19 below.
- Q44. 6.4.9. Category 1 - Component System Accessories – Panel mounted components should only be included in Category 2 as each category could be awarded to different suppliers and the products may not be compatible. Please remove any products that are to be panel mounted:
- Description: 6.4.9.1.1, 6.4.9.1.2, 6.4.9.1.3 and 6.4.9.1.4
 - Dimensions: 6.4.9.2.1, 6.4.9.2.2 and 6.4.9.2.3
 - Finishes: 6.4.9.3.1 and 6.4.9.3.3
 - 6.4.9.5.1 – please delete reference to the panel mounted option and revise to, “Hardware to secure the worksurface does not need to be concealed.
 - 6.4.9.5.2 – please delete reference to the panel mounted option and revise to, “The attachment hardware for the privacy screens must not damage the work surfaces when removed”.
- A44. Agreed. Requirements for panel-mounted components will be removed from the detailed requirements for Category 1 products in section 6.4 of Appendix C: Furniture Technical Requirements.
- Please see Amendments to the RFP item Amend20 below.
- Q45. 6.4.10.2.3. The latest version of the Worksurface SA specification changed that the 120 degree stop to “when requested”. Please confirm that monitor arms must have an adjustable swivel rotation limiter capable of adjusting to desired angles settings to include 120 degree or 180 degree, depending on the surface to be installed. This will ensure that a 180 degree limiter is not used on a 120 degree table.



A45. The settings must include at least 180 degrees. Please refer to question 36, and to the Amendments to the RFP item Amend21 below.

Q46. 6.4.10.2.4. The weight of up to 10 kg (22pounds) for each monitor is very high. Contemporary monitor equipment is very light and is more commonly in the 5-12 lb range. As you increase the high weight limit your lower range also increases making it impossible for the arm to stay in the setup position with a light monitor. Additionally, we have yet to identify a single arm that can accommodate two monitors totalling 44lbs (the weight that one arm would be required to support in a dual arm with crossbar application). Please provide either two weight ranges (standard and heavy) or identify the actual weight of your most commonly used monitors.

A46. The maximum weight for a single monitor is 5.1 kg. The weight requirement at 6.4.10.2.4. of the APPENDIX C: Furniture Technical Requirements will be modified.

Please see Amendments to the RFP item Amend22 below.

Q47. Pricing tables – For evaluation purposes do you want the storage to be keyed or keyless (i.e. digital lock)?

A47. Please see Table D Evaluated Products, S7, which specifies “keyed”.

Note: S4 was deleted as per amendment 2 of this RFP.

Q48. Table D - C11 – Seating – Kitchenette – 3 seat banquette without armrests, 4 legs support, with backrest bolster, low back, no privacy screen

Would the client accept a cushion/pillow in replacement of the backrest bolster?

A48. No, a cushion/pillow is not acceptable as a replacement for the backrest bolster.

Q49. 6.5 Detailed Requirements (Panels) – 6.5.1.1.3 – “Work surface privacy height and seated privacy height must be stackable panels and must consist of a base panel plus one or more panel add-on modules”

Would the client accept panels that are Monolithic at a fixed seated privacy height?

A49. No, a monolithic panel is not acceptable.

Q50. 6.5 Detailed Requirements (Pedestals) - 6.5.3.3.1 – “Must be available in painted metal, high-pressure laminate, low-pressure laminate.”

Which should bidders propose for Tables F/G/H in the financial proposal for Category 1?

A50. Bidders must propose a pedestal in painted metal, and this specification will be added to the RFP.

Please see Amendments to the RFP item Amend23 below.

Q51. Table D – B1/B2/B3 - Rectangular boardroom table, laminate, large size, panel support, with power/data, without privacy screen, without locking casters

Would the client accept alternative support options? i.e. cubic base, O-leg, rectangular base?



- A51. No, only post legs with a column base or panel base are acceptable in accordance with 6.6.2.5. of the Appendix C: Furniture Technical Requirements. Items B1, B2, and B3 in Table D will be amended to remove reference to panel support as well.

Please see Amendments to the RFP item Amend24 below.

- Q52. Table D – S4 - Hutch close, laminate, surface mount with gables, keyed - Width 12", length 72"

Would the client accept a width of 15" (12" requested)?

- A52. S4 was deleted as per amendment 2 of this RFP.

- Q53. Appendix A Mandatory Criteria – M6 – "The Bidder must provide the manufacturer's published specification guide or equivalent detailed product documentation for all products offered. The guide or documentation must, show the range of dimensions and measurements, features, and product configurations.

Would you accept the specification guide/price list in digital format only? These guides can be 400+ pages for each category and would not be environmentally conscious.

- A53. Appendix A Mandatory Criteria – M6 was modified as per amendment 1 of this RFP. The manufacturer's published specification guide or equivalent detailed product documentation, along with a published document containing the Manufacturer's Published List Prices, for all products offered, may be provided in either soft copy or hard copy format.

Please see Amendments to the RFP item Amend25 below.

- Q54. Category 3 – Table D – Item C4 "Lounge chair with armrest, 27" wide minimum, fixed base support, no backrest, no tablet arm"

Would you please clarify "no backrest"? Would this resemble a stool or bench? Can we propose a Lounge Chair that does have a back?

- A54. The specification for "no backrest" no longer applies. Item C4 in Table D was amended in Amendment 2 to include the following:

Lounge chair with armrest, 27" wide minimum, fixed base support, with backrest, no tablet arm.

- Q55. Category 3 – Table D – Item C5 "Tablet chair with armrest (right), 4 legs support, no backrest, no privacy screen"

Would you please clarify "no backrest"? Would this resemble a stool or bench? Can we propose a Tablet Chair that does have a back?

- A55. The specification for "no backrest" no longer applies. Item C5 in Table D was amended in Amendment 2 to include the following:

Tablet arm chair with armrest, tablet right side, 4 legs support, with backrest.

- Q56. 6.5.1.4.12 The panel widths listed contradicts 6.5.1.2.2.4. Please confirm the widths required are the standard sizes of 24", 30", 36", 42", 48", 54" and 60".



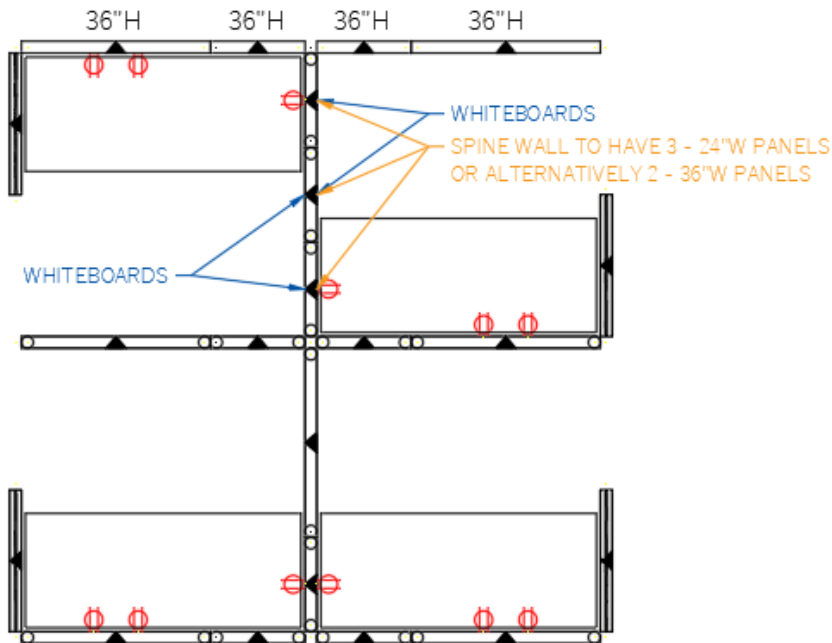
- A56. There is no contradiction between 6.5.1.4.12 and 6.5.1.2.2.4. Section 6.5.1.2.2.4 refers to the minimum requirement for the width of panels. Section 6.5.1.4.12 refers to the power receptacles required for different sizes of panels that may be offered.
- Q57. 6.5.2.1.6 Panel mounted work surfaces must be capable of integrating with the storage products without interfering with wire management. Confirm that integrated panel mounted worksurfaces must be capable of integrating with Category 2 storage products and are not required to be compatible with Category 1 storage if they are awarded to a different supplier; or both Category 1 and 2 products must be awarded together to one supplier from the same manufacturer to guarantee compatibility in form, fit and finish.
- A57. 6.5.2.1.6 pertains only to products in the Category 2 (Panel Systems). If a supplier chooses to submit a proposal for both categories 1 and 2, they should consider proposing products that are compatible.
- Q58. 6.5.2.5.1 Support worksurfaces with two cantilevers is very common for panel systems. Please allow for this support combination and other manufacturer's standards to be included as additional support options.
- A58. Yes cantilevers are acceptable. Please see Amendments to the RFP item Amend29 below.
- Q59. 6.5.2.5.2 There is no credenza listed in Category 2, only in Category 1. Given these two categories may be awarded to two different suppliers, there is no way to guarantee compatibility. Please remove this requirement from Category 1 or add the specifications for a credenza to category 2.
- A59. References to credenzas will be removed from category 2. Please see Amendments to the RFP item Amend30 below. Change to remove section 6.5.2.5.2 from Category 2 (Panel Systems).
- Q60. 6.5.2.5.2 Do you want us to attach the surface to the Credenza or do you want a worksurface support such as a cantilever, gable or leg to be attached to the credenza. Please clarify.
- A60. Please refer to A59.
- Q61. 6.5.3.1.1 Based on the height of a Box/File pedestal, please Confirm that Box/File pedestals are not required to be worksurface supporting.
- A61. Agreed. Box/file pedestals are not required to be worksurface supporting.
- Q62. 6.5.3.1.5 Please confirm that both key and keyless options must be available on storage units. Confirm that keyless refers to a digital lock and still requires the unit to be lockable.
- A62. No, the keyless option does not need to be a digital lock. Other keyless mechanisms are acceptable. Yes the unit must be lockable. Please refer to the detailed requirement under section 6.5.3.1.5. of APPENDIX C: Furniture Technical Requirements.
- Q63. 6.5.3.3.1 Storage pedestals are not commonly supplied in high-pressure laminate as these types of vertical surfaces do not require the same type of impact resistance as worksurfaces. The requirement of HPL would unnecessarily increase the cost of the product without an added performance benefit. Please remove HPL from the requirement.
- A63. This will be accepted. Please see Amendments to the RFP item Amend31 below.
- Q64. 6.5.3.3.2. A box/box/file or a file/file pedestal, would be too high for the average height person to sit on. Therefore, please confirm that cushion seats are to be located only on the Box/File pedestal and confirm that if the cushion is removed, the interior of the storage cabinet is not exposed and the contents would be secure.
- A64. The CRA reserves the right to specify cushion seats on pedestals of any type in accordance with 6.5.3.3.2. Please see Amendments to the RFP item Amend17 below for information related to the removal of the cushion.



- Q65. 6.5.3.5.1. Do you also require the pedestals to have a mobile option with the front casters to be lockable?
- A65. When mobile pedestals are offered for panel systems, locking casters must be supplied in accordance with 6.2.20. Note that in Category 2 (Panel Systems), work surface supporting pedestal must be offered in accordance with sections 6.5.3.1.1. and 6.5.3.5.1.
- Q66. 6.5.4.2.3 Given the dimensions of 6.5.1.2.2 panel heights, the height of the add-on could be as little as 4" h for a worksurface privacy height (42" h worksurface privacy height – 38" base height = 4"). This space is too small to be functional for a whiteboard, accessory rail, etc. Typically, the types of surfaces would be mounted to a Seated Privacy height panel add-on that has a more functional dimension. Please confirm the requirement for these accessory rails and whiteboards are applicable to Seated Privacy height panels only.
- A66. Agreed. Please see Amendments to the RFP item Amend32 below.
- Q67. Panel types 3, 4, 9, 13 & 16, could you please clarify what you mean by "powered, no outlets"? Do these panels require power to pass thru them only?
- A67. Yes. Panels 3, 4, 9, 13 & 16 require power to pass thru them only.
- Q68. Panel type with Whiteboard both sides: Could you please add a panel type to have whiteboards on both sides, similar to panel type 9. This configuration is required in the Model Workstation Layout but not in the list of panel types required.
- A68. See answer to Q 69 below.
- Q69. Workstations 146 & 148 the spine wall between the workstations is still arranged as a 24 & 48" panels. This layout would have the whiteboard being blocked by the height adjustable table in workstation 146. Please confirm that the panel with the whiteboard behind the height adjustable table is acceptable. If yes, please provide additional panel types required. (Please see suggested panel layout below.)



WINDOWS



- A69. No. Changing the location of the whiteboard is not acceptable. As this layout is solely for the financial proposal, bidders are to supply the components as specified.
- Q70. 6.6.2.3 Medium and Large tables must consist of more than one section to ensure they will fit into service elevators and doorways. 6.6.2.8.2.1 lists tables as small as 60" wide. Since some Medium and large tables can easily fit into elevators and through doorways, please revise the requirement to state, "Tables 96" wide and greater must consist of more than one section to ensure they will fit into service elevators and doorways.
- A70. Agreed. Please see Amendments to the RFP item Amend33 below. .
- Q71. 6.6.6.2.1 & 6.6.7.2.1. Please confirm that "low side table height" agrees with the range listed in 6.6.1.2.3. for Coffee and side Tables.
- A71. Yes. Refer to section 6.6.1.2.3. for Coffee and side Tables acceptable heights.
- Q72. 6.6.11.3.1 indicates the surface is HPL, but 6.6.11.3.2 references the metal frame. Please delete HPL laminate as this is not a metal finish.
- A72. Agreed. Please see Amendments to the RFP item Amend34 below.



- Q73. 6.6.14. Banquette Seating: The specifications appear to be a combination of all the different options that multiple manufacturers can supply but one manufacturer/Bidder may not be able to supply all options.
- Please allow Bidders to offer their standard product if it meets at least one of the options listed. For example, 6.6.14.1.2 “must be available in low-back and/or mid-back” which represents very little different in functionality and is primarily an aesthetic attribute.
- A73. Agreed. Please see Amendments to the RFP item Amend35 below.
- Q74. 6.6.17.1.1 The description of tablet chairs requires both with and without arms options. Not all manufacturers offer both styles of tablet chairs and since both versions would provide the same functionality, please allow bidders to offer their standard option(s) “with and/or without arms”
- A74. Tablet chairs with armrests must be available. Please see Amendments to the RFP item Amend36 below.
- Q75. 6.6.20 Modular Bench Seating. The listed dimensions are too narrow, and the focus should be on the ability to meet an overall layout and function instead of individual measurements. Please allow for Manufacturer’s standard dimensions and expand the ranges for the following:
- 6.6.20.1.2.1 – width of the bench within the range of 25” to 48”
6.6.20.2.2.1 – table height +/-2.5”
6.6.20.2.2.3 – table width not less than 18”wide as per Manufacturer’s standard sizes.
- A75. Agreed to amend 6.6.20.2.2.3. Please see Amendments to the RFP item Amend37 below. Also please refer to A23 set out in Amendment 2 to the RFP.
- Q76. 6.6.21 Modular Bench Seating - Curvilinear. The listed dimensions are too narrow, and the focus should be on the ability to meet an overall layout and function instead of individual measurements. Please allow for Manufacturer’s standard dimensions and expand the ranges for the following:
- 6.6.21.1.2.1 – width of the bench within the range of 25” to 48”
6.6.21.2.2.1 – table height +/-2.5”
6.6.21.2.2.3 – table width not less than 18”wide as per Manufacturer’s standard sizes.
- A76. Agreed to amend 6.6.21.2.2.3. Please see Amendments to the RFP item Amend38 below. Also please refer to A23 set out in Amendment 2 to the RFP.
- Q77. 6.6.20 & 6.6.21 – Do these two products need to be from the same series and work together?
- A77. Products need not be from the same series but must be complementary and offer comparable performance. Please refer to A4 set out in Amendment 1 to the RFP, and item Amend1.
- Q78. 6.6.25.1.2 Dry erase finish options must include a white board surface and back painted glass. Since a dry erase finish could be either surface, but not at the same time, please confirm that the statement should read, “Dry erase finish options must include a white board surface or back painted glass”.
- A78. Not accepted. Both options must be available. The requirements for section 6.6.25.1.2. of the APPENDIX C: Furniture Technical Requirements are accurate.
- Q79. Please find below, our questions for Category 3. It is very difficult for any one bidder to meet all these requirements. There is little room for flexibility and would require a manufacturer to redesign and reengineer many



items to adhere to a narrow specification. While it is very similar to the Workplaces Supply Arrangement (SA), the SA allows for the sub-categories to be awarded to multiple suppliers as it recognizes the variety of function of the furniture items provided by different suppliers.

The SA is about to be refreshed as PSPC understands that specs need to be broadened to meet multiple suppliers standard dimensions. This is because these types of products do not need to be all from the same supplier to be able to work together. Based on this specification, it may be better for CRA to delete Category 3 and use the Supply Arrangement for this variety of products. Alternatively, please consider some changes that won't impact function but will allow for more bidders.

- A79. Please refer to A4 set out in Amendment 1 to the RFP, and item Amend1.
- Q80. 6.6.14.1.2 These specifications mirror the Supply Arrangement which is meant to be open to a wide variety of suppliers and PSPC recognizes that not all bidders can offer every product therefor they allow for sub-categories to be awarded separately.
- A80. Please refer to Amendment 1 to the RFP, specifically A4 and item Amend1.
- Q81. Item #5.2.3. states, 'Furniture may not contain urea-formaldehyde unless fully encapsulated within engineered composite panels (i.e. particle board, medium density fiberboard, plywood) when the substrate for work surfaces, shelving, or any other component is a composite wood product'. Please confirm that you are requesting that the furniture may not emit Urea-formaldehyde (due to VOCs) and that if the furniture does contain urea-formaldehyde that it is fully encapsulated.
- A81. Requirement for section 5.2.3. is accurate. No change required.

2. AMENDMENTS TO THE RFP

Amend13. At APPENDIX C: Furniture Technical Requirements; Section 6.4.1.2.6

Delete:

The panel mounted transaction surface must be provided in depths of 305 mm (12 in.), 381 mm (15 in.), or 457 mm (18 in.), by 457mm (18 in.), 610 mm (24 in.), 762 mm (30 in.), 914 mm (36 in.), 1067 mm (42 in.), 1219 mm (48 in.), 1372 mm (54 in.), or 1524 mm (60 in.) in width/length.

Replace with:

Transaction surfaces must be provided in depths of 305 mm (12 in.), 381 mm (15 in.), or 457 mm (18 in.), by 457mm (18 in.), 610 mm (24 in.), 762 mm (30 in.), 914 mm (36 in.), 1067 mm (42 in.), 1219 mm (48 in.), 1372 mm (54 in.), or 1524 mm (60 in.) in width/length.

Amend14. At APPENDIX C: Furniture Technical Requirements; sections 6.4.1.3.2.and 6.4.12.3.1.

Delete:

Modesty panels must include high-pressure laminate, low- pressure laminate, metal, painted metal and wood veneer.

**Replace with:**

Modesty panels must include laminate, metal or painted metal, and wood veneer.

Amend15.

At Appendix A: Detailed List of Furniture Products – Category 1 of Annex A: Statement of Work:

Delete:

- Finish: Laminate, wood veneer
- Shape: rectangular
- Fixed height, adjustable height
- Adjustment: seated height (incremental), seated height (continuous - crank), sit-stand height (continuous - electric)
- Configuration: single surface, split surface
- Base: legs

Replace with:

- Finish: Laminate, wood veneer
- Shape: rectangular
- Fixed height, adjustable height
- Adjustment: seated height (incremental), seated height (continuous - crank), sit-stand height (continuous - electric)
- Configuration: single surface
- Base: legs

At Appendix C: Furniture Technical Requirements, section 6.4.1 Fixed Height Work Surfaces:

Add:

6.4.1.1.7. The adjustable keyboard/mouse support surface of split-surface tables must be fully integrated into the design.

6.4.1.2.1.1 Split surface tables must include a depth of 762 mm (30 in.).

6.4.1.2.2.1 Split surface table widths must include 914 mm (36 in.), 1067 mm (42 in.), and 1219 mm (48 in.).

6.4.1.2.9 Adjustable keyboard/mouse surface of split surface tables:

6.4.1.2.9.1. The depth must be no less than 254 mm (10 in.).

6.4.1.2.9.2. For rectangular split surface tables, the width must be equal to that of the primary support surface. For 120-degree work surfaces with adjustable keyboard/mouse surface, the lateral distance between the front corners of the surface must be at least 813 mm (32 in.).

6.4.1.2.9.3. The height must be continuously adjustable a total of 254 mm (10 in.) or more, and must include a minimum range from 127 mm (5 in.) below to 127 mm (5 in.) above the top of the primary support surface.

6.4.1.2.9.4. Must have a continuous tilt adjustment by the user of at least +/- 5 degrees, and must be designed to prevent input devices from sliding off.

6.4.1.2.9.5. In addition to the general requirements at 6.2.18, the lateral clearance between the supports of an adjustable keyboard/mouse surface must be 502 mm (19.8 in.) or greater.

At Appendix C: Furniture Technical Requirements, section 6.4.2 Individual Height Adjustable Work Surfaces:

Add:

6.4.2.1.6. The adjustable keyboard/mouse support surface of split-surface tables must be fully integrated into the design.

6.4.2.2.1.1. Split surface tables must include a depth of 762 mm (30 in.).



6.4.2.2.2.1. Split surface table widths must include 914 mm (36 in.), 1067 mm (42 in.), and 1219 mm (48 in.).

6.4.2.2.6 Adjustable keyboard/mouse surface of split surface tables:

6.4.2.2.6.1 The depth must be no less than 254 mm (10 in.).

6.4.2.2.6.2. For rectangular split surface tables, the width must be equal to that of the primary support surface. For 120-degree work surfaces with adjustable keyboard/mouse surface, the lateral distance between the front corners of the surface must be at least 813 mm (32 in.).

6.4.2.2.6.3. The height must be continuously adjustable a total of 254 mm (10 in.) or more, and must include a minimum range from 127 mm (5 in.) below to 127 mm (5 in.) above the top of the primary support surface.

6.4.2.2.6.4. Must have a continuous tilt adjustment by the user of at least +/- 5 degrees, and must be designed to prevent input devices from sliding off.

6.4.2.2.6.5. In addition to the general requirements at 6.2.18, the lateral clearance between the supports of an adjustable keyboard/mouse surface must be 502 mm (19.8 in.) or greater.

Amend16. At APPENDIX C: Furniture Technical Requirements; section 6.4.2.1.1

Delete:

Height adjustable work surfaces must include rectangular and 120-degree shapes.

Replace with:

Height adjustable work surfaces must include a rectangular shape.

Amend17. At APPENDIX C: Furniture Technical Requirements; section 6.2.12.

Delete:

Cushion seats for storage products must be upholstered on all sides, top and bottom and must not slide off the top surface. The cushion must be capable of being removed, without damaging the cabinet surface, except for mobile pedestal with seated surface.

Replace with:

Cushion seats for storage products must be upholstered on all sides, top and bottom and must not slide off the top surface. The cushion must be capable of being removed, without damaging the cabinet surface, except for mobile pedestal with seated surface. If the cushion is removed, the integrity of the pedestal as a lockable and secure storage unit must not be compromised.

Amend18. At APPENDIX C: Furniture Technical Requirements; section 6.4.4.3.1.

Delete:

Must be available in painted metal, high-pressure laminate, low-pressure laminate.

Replace with:

Must be available in painted metal and laminate.

Amend19. At Appendix C: Furniture Technical Requirements:

Delete:

6.4.7.5.2. Overhead storage unit must be capable of being mounted on a panel, on a wall, and in an up-mount location to the panel.

6.4.7.5.2.1. When the back of the panel mounted overhead storage unit or shelf is not completely closed, provision to prevent articles from falling out of the unit must be provided.

**Replace with:**

6.4.7.5.2. Overhead storage unit must be capable of being mounted on a wall.

6.4.7.5.2.1. When the back of the overhead storage unit or shelf is not completely closed, provision to prevent articles from falling out of the unit must be provided.

Amend20. At Appendix C: Furniture Technical Requirements, section 6.4.9 Component System Accessories:

Delete:

6.4.9.1.1. Component system accessories include accessory rails and accessories, tackable surfaces, white boards installed above the work surface height; panel mounted privacy screens, work surface mounted privacy screens and undersurface storage cubbies.

6.4.9.1.3. Panel-mounted accessories must be integrated into the panel frame or attached to the panels separately. At a minimum, the component system must provide; a paper sorter, a tray, a bin, and a telephone holder.

6.4.9.1.4. Panel mounted privacy screens must attach to the top of panels.

6.4.9.2.1. Panel mounted privacy screens, accessory rails, tackable surfaces, and white boards must correspond with panel widths.

6.4.9.2.3. Panel mounted privacy screens, accessory rails, tackable surfaces, and white boards must be of heights that correspond to the panels at work surface privacy height and seated privacy panel height.

6.4.9.3.3. Panel mounted privacy screen must be provided in upholstered, acrylic or safety glass (excluding wire glass). Acrylic and safety glass must be provided in a clear or frosted finish.

6.4.9.5.1. Hardware to secure the privacy screens to the panel does not need to be concealed.

6.4.9.5.2. The attachment hardware for the privacy screens must not damage the panels and/or work surfaces when removed.

Replace with:

6.4.9.1.1. Component system accessories include accessory rails and accessories, tackable surfaces, white boards installed above the work surface height, work surface mounted privacy screens and undersurface storage cubbies.

6.4.9.1.3. Component system accessories must be integrated into the desking system structure or attached to the desking system separately. At a minimum, the component system must provide a paper sorter, a tray, a bin, and a telephone holder.

6.4.9.1.4. DELETED – LEAVE BLANK

6.4.9.2.1. DELETED – LEAVE BLANK

6.4.9.2.3. DELETED – LEAVE BLANK

6.4.9.3.3. DELETED – LEAVE BLANK

6.4.9.5.1. Hardware to secure the privacy screens to the work surface does not need to be concealed.

6.4.9.5.2. The attachment hardware for the privacy screens must not damage the work surfaces when removed.

Amend21. At APPENDIX C: Furniture Technical Requirements; section 6.4.10.2.3.

Delete:

Monitor arms must have an adjustable swivel rotation limiter capable of adjusting to desired angles settings to include 120° and 180° with a stop to prevent contact with back panel and obstacles behind the arm.

Replace with:

Monitor arms must have an adjustable swivel rotation limiter capable of adjusting to different angle settings including at least 180° with a stop to prevent contact with back panel and obstacles behind the arm.



Amend22. At APPENDIX C: Furniture Technical Requirements; section 6.4.10.2.4.

Delete:

Monitor arms must be able to be adjusted to balance monitor weight of up to 10 kg (22 pounds) for each monitor. Adjustment mechanisms can be pneumatic or spring tension (an allen key to increase or decreasing spring tension for monitor weight is acceptable).

Replace with:

Monitor arms must be able to be adjusted to balance a single monitor weighing 5.1 kg (11.2 pounds). Adjustment mechanisms can be pneumatic or spring tension (an allen key to increase or decreasing spring tension for monitor weight is acceptable).

Amend23. At Appendix 3: Financial Proposal, Category 1: Freestanding Desking, Table E Evaluated Products

Delete:

Pedestal - Box-file pedestal, 22-24" deep, mobile, with removable cushion top.

Replace with:

Pedestal - Box-file pedestal, 22-24" deep, mobile, painted metal, with removable cushion top.

Amend24. At Appendix 3: Financial Proposal Category 3: Collaborative and support space furniture, Table D: Evaluated Products

B1 – Description:

Delete:

Rectangular boardroom table, laminate, medium size, panel support, with power/data, without privacy panel, without locking casters
Width 42", length 96", height 29".

Replace with:

Rectangular boardroom table, laminate, medium size, with power/data, without privacy panel, without locking casters
Width 42", length 96", height 29"

B2 – Description:

Delete:

Rectangular boardroom table, laminate, medium size, panel support, with power/data, without privacy panel, with locking casters
Width 42", length 96", height 29.

Replace with:

Rectangular boardroom table, laminate, medium size, with power/data, without privacy panel, with locking casters.
Width 42", length 96", height 29

B3 – Description:

Delete:

Rectangular boardroom table, laminate, large size, panel support, with power/data, without privacy screen, without locking casters.
Width 60", length 144", height 29"

**Replace with:**

Rectangular boardroom table, laminate, large size, with power/data, without privacy screen, without locking casters.
Width 60", length 144", height 29"

Amend25. At Appendix A Mandatory Criteria – M6

ADD the following:

The manufacturer's published specification guide or equivalent detailed product documentation, along with a published document containing the Manufacturer's Published List Prices, for all products offered, may be provided by the Bidder in either soft copy or hard copy.

Amend26. At APPENDIX C: Furniture Technical Requirements; section 6.3.1

Delete:

The following tolerances must be applied, unless noted otherwise in Part 3-Detailed Product Requirements. In the event of a discrepancy between the metric and imperial dimensions, metric dimensions take precedent.

Replace with:

The following tolerances must be applied, unless noted otherwise in the Detailed Requirements. In the event of a discrepancy between the metric and imperial dimensions, metric dimensions take precedent.

Amend27. At APPENDIX C: Furniture Technical Requirements; section 6.3.2

Delete:

If a tolerance is not listed above or indicated next to an item's dimensions in Part 3-Detailed Product Requirements an additional tolerance is not acceptable. When a range of dimensions is indicated [for example, height of table surface must be between 482 mm (19 in.) to 660 mm (26 in.)] an additional tolerance is not acceptable.

Replace with:

If a tolerance is not listed above or indicated next to an item's dimensions in the Detailed Requirements an additional tolerance is not acceptable. When a range of dimensions is indicated [for example, height of table surface must be between 482 mm (19 in.) to 660 mm (26 in.)] an additional tolerance is not acceptable.

Amend28. At Appendix 2.A. Category 1 – Freestanding desking

Delete:

Criterion	Name	Value
R1	Improved Delivery and Installation Timeframe	150
R2	Environmental performance	50
R3	Furniture quality and testing program	45
R4	Supplying Multiple Categories of Furniture	30
R5	Adjustability	90
R6	Quick Ship	30
	Total available points	395



Replace with:

Criterion	Name	Value
R1	Improved Delivery and Installation Timeframe	150
R2	Environmental performance	50
R3	Furniture quality and testing program	45
R4	Supplying Multiple Categories of Furniture	30
R5	Adjustability	90
R6	Quick Ship	60
	Total available points	425

AND at R6 Quick Ship Program:

Delete:

R6 Quick Ship Program (30 points) – applies to Category 1 only

Bidders should offer a quick ship program for freestanding desk products at no additional cost to the CRA. In order to earn points, the quick ship program offered by a Bidder must include at a minimum:

- The supply of freestanding desks, including fixed, incremental, seated crank and electric sit-stand products in three sizes from 36 to 72 inches in six-inch increments, and 24 to 30 inches deep
- The supply of box-file pedestals in depths 18, 22 to 24 and 28 to 30 inches deep
- At least three (3) work surface finish options
- A delivery and installation timeframe that is less than half of the maximum delivery and installation timeframe offered in this proposal

Bidders offering a program that meets these requirements will be awarded 30 points.

Replace with:

R6 Quick Ship Program (60 points) – applies to Category 1 only

Bidders should offer a quick ship program for freestanding desk products at no additional cost to the CRA. In order to earn points, the quick ship program offered by a Bidder must include at a minimum:

- The supply of freestanding desks, including fixed, incremental, seated crank and electric sit-stand products in three sizes from 36 to 72 inches in six-inch increments, and 24 to 30 inches deep
- The supply of box-file pedestals in depths 18, 22 to 24 and 28 to 30 inches deep
- At least three (3) work surface finish options
- A delivery and installation timeframe that is less than half of the maximum delivery and installation timeframe offered in this proposal

Bidders offering a program that meets these requirements will be awarded up to 60 points. While bidders should offer a Quick Ship program at the same catalogue discount as for standard shipping, a reduced discount may be offered no less than half of the catalogue discount. This reduced discount will be subject to evaluation and result in an adjustment to the total points awarded for the Quick Ship program.



Table R6.1: Points adjustment for discount

A		B		C		D		E
Catalogue discount (from Table A of financial proposal)	minus	Quick Ship discount	divided by	Catalogue discount (from Table A of financial proposal)	multiplied by	Adjustment factor	equals	Points adjustment
	-		/		X	60	=	

Table R6.2: Total Quick Ship points

A		B		C
Total points available	minus	Points adjustment (from column E of Table R6.1)	equals	Total Quickship Points
60	-		=	

Amend29. At Appendix C: Furniture Technical Requirements:

Delete:

6.5.2.5.1. Work surfaces must be panel mounted, C-Legs, post legs, 1 work surface support and 1 full gable, 2 full gables or 1 full gable and 1 post leg.

Replace with:

6.5.2.5.1. Work surfaces must be panel mounted using cantilevers, C-Legs, post legs, 1 work surface support and 1 full gable, 2 full gables or 1 full gable and 1 post leg.

Amend30. At Appendix C: Furniture Technical Requirements:

Delete:

6.5.2.5.2. Work surface supports must be capable of attaching to a credenza.

Replace with:

6.5.2.5.2. DELETED – LEAVE BLANK

Amend31. At Appendix C: Furniture Technical Requirements:

Delete:

6.5.3.3.1. Must be available in painted metal, high-pressure laminate, low-pressure laminate.

Replace with:

6.5.3.3.1. Must be available in painted metal and laminate.



Amend32. At Appendix C: Furniture Technical Requirements:

Delete:

6.5.4.2.3. Panel mounted privacy screens, accessory rails, tackable surfaces, and white boards must be of heights that correspond to the panels at work surface privacy height and seated privacy panel height.

Replace with:

6.5.4.2.3. Panel mounted privacy screens, accessory rails, tackable surfaces, and white boards must be of heights that correspond to the panels at seated privacy panel height.

Amend33. At Appendix C: Furniture Technical Requirements:

Delete:

6.6.2.3. Medium and Large tables must consist of more than one section to ensure they will fit into service elevators and doorways.

Replace with:

6.6.2.3. Medium and Large tables 2438 mm (96 in.) or greater in length must consist of more than one section to ensure they will fit into service elevators and doorways.

Amend34. At Appendix C: Furniture Technical Requirements:

Delete:

6.6.11.3.2. Metal frames must include high-pressure laminate, painted metal, polished aluminum or chrome.

Replace with:

6.6.11.3.2. Metal frames must include painted metal, polished aluminum or chrome.

Amend35. At Appendix C: Furniture Technical Requirements:

Delete:

6.6.14.1.2. Must be available with two back height options: Low-back with or mid-back.

Replace with:

6.6.14.1.2. Must be available with backrest.

Amend36. At Appendix C: Furniture Technical Requirements:

Delete:

6.6.17.1.1. Must be available with and without arms.

Replace with:

6.6.17.1.1. Must be available with armrests.



Amend37. At Appendix C: Furniture Technical Requirements:

Delete:

6.6.20.2.2.3. The width of the side table must be 660 mm (26 in.), ± 51 mm (± 2 in.).

Replace with:

6.6.20.2.2.3. The width of the side table must be no less than 456 mm (18 in.).

Amend38. At Appendix C: Furniture Technical Requirements:

Delete:

6.6.21.2.2.3. The width of the side table must be 660 mm (26 in.).

Replace with:

6.6.21.2.2.3. The width of the side table must be no less than 456 mm (18 in.).

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED