

DIVISION 12 – FURNISHINGS**12 21 00 – Window Blinds**

1. Exterior Glazing
 - a. Basis of Design: Drapery Industries Blue Shade Architectural series, manually-operated, T-screen, 3% openness, with fascia.
 - b. Exterior-facing side of shade shall be colored to match established building standard. Consult with Planning & Design.
 - c. New building applications shall be white/white-steel (02M228).
2. Interior Glazing
 - a. Basis of Design: Drapery Industries Blue Shade Architectural series, manually-operated, E-screen, 3% openness, with double fascia (room side and corridor side). Color to be white/pearl (002007).

12 36 00 – Countertops

1. General
 - a. Provide 1" overhang from cabinet face.
 - b. Provide backsplash at all wall locations.
 - c. Submit product data and shop drawing for approval. Any counter installed without an approved submittal is subject to replacement or reinstallation.
2. Materials
 - a. High-pressure Plastic Laminate
 - i. Use in all other applications where solid surface or quartz are not used.
 - ii. Thickness: 1/2"
 - iii. Finish: Matte; Fine Velvet Texture; Antique
 - iv. NEMA LD 3, grades as indicated or as required by woodwork quality standard
 - v. Basis of Design:
 1. Formica
 2. Wilsonart
 - b. Solid Surface
 - i. Use in wet areas and specialty public spaces.
 - ii. Thickness: 1/2" or 12mm minimum
 - iii. Finish: Matte
 - iv. Joint adhesive create inconspicuous joints; location shown in shop drawing submittal
 - v. Basis of Design:
 1. Formica
 2. Wilsonart
 3. Corian
 - c. Quartz
 - i. Use only approved by FMS Planning & Design.
 - ii. Thickness: 3/4" or 2cm minimum
 - iii. Finish: Honed
 - iv. Joint adhesive create inconspicuous joints; location shown in shop drawing submittal
 - v. Basis of Design:
 1. Wilsonart
 2. Corian
 3. Caesarstone
 4. Silestone
3. Floating Counter Installation
 - a. Height to top of surface
 - i. Standard: 28" – 30" AFF
 - ii. Counter: 34" AFF
 - iii. Bar: 40 – 42" AFF
4. Surface-Mount Counter Support Brackets
 - a. Basis of design: A&M Hardware; Heavy-Duty Hybrid Bracket; 18" x 18" for 24" deep counters
 - b. Maximum spacing: 32" on center
5. Flush-Mount Counter Support Brackets
 - a. Basis of design: A&M Hardware; Concealed Workstation Bracket

12 48 13 – Entrance Floor Mats

1. If entrance matting is used, it must be high-performance backing material with nylon fiber, not olefin.

12 48 23 – Entrance Grids

1. If a grid is installed, the pan under it must meet the following,
 - a. at least an additional 4 inches deep
 - b. welded non-rusting stainless steel; no vinyl or steel
 - c. no drain
2. Acceptable manufacturer: GatorDeck by Seasafe, fiberglass
3. The grid shall not be the full width or length of a vestibule so that it can be lifted out of the pan from inside of the space.

12 50 00 – Furniture

1. Related Sections/Guidelines
 - a. Section 01 84 00 RIT Space Definitions and Guidelines
2. Intent and Background
 - a. The intent of this standard is to establish a benchmark standards of quality for all furniture and furniture systems installed on the RIT campus.
 - b. Only commercial or 'contract' grade furniture, which comply with the standards of the Business + Institutional Furniture Manufacturer's Association (BIFMA), should be used on campus. Contract furniture comes with a variety of warranties and procurement services should be contacted if there is an issue with any furniture to determine if the warranty is still applicable and to help take the proper steps for repair and/or replacement.
 - c. Furniture and modular office system purchases at RIT are managed by Procurement Services. A representative of RIT's Procurement Services is designated as commodity manager to assist Design Professionals, RIT Project Managers, and end users with operational authority in the coordination of the bid (if necessary), selection, ordering, and installation of the furniture. It is important that RIT's Procurement Services be involved in the early design stages to leverage the University's buying power.
 - d. RIT strives to provide flexibility through interchangeability of furniture while at the same time providing high quality, long lasting products. Only appropriate vendors should be used for contract furniture purchases. Information on RIT vendors can be found at <https://www.rit.edu/fa/procurement/furniture> .
 - e. RIT is committed to providing an ergonomic and healthy learning and workplace environment. Specification and procurement of furniture should support this commitment. Assistance with these aspects of your environment can be found at:
 - i. <https://www.rit.edu/fa/betterme/live-well/ergonomics>
 - ii. <https://www.rit.edu/fa/grms/ehs/content/health-safety>
 - f. RIT is committed to providing equal opportunities for its students and employees through the built environment. While FMS and Procurement Services can assist with the specification and procurement of furniture additional assistance for special accommodations can be found at <https://www.rit.edu/studentaffairs/disabilityservices/>
 - g. RIT is committed to protecting the natural environment and fostering sustainable use of our material, environmental and energy resources. These design guidelines should be used in conjunction with:
 - i. RIT Climate Commitment; reference 01 81 13.
 - ii. RIT Procurement Sustainable Purchasing Policy; reference 00 00 00, Section 1a.
 - iii. University's Commitment to Environmental Sustainability
<http://www.rit.edu/academicaffairs/policiesmanual/p060>
3. Procedures
 - a. It is an RIT Procurement Services Policy that any furniture order greater than \$5,000 requires a competitive bid. Therefore an FMS project should be opened and Planning and Design Services approval obtained prior to ordering. See the following link for more information:
<http://www.rit.edu/fa/procurement/content/procurement-services-manual#bid%20solicitations>
 - b. It is required that FMS Planning, Design, and Construction be involved at the start of the project.
4. Roles and Responsibilities
 - a. Participants in the furniture selection, specification and procurement process may include any or all of the following departments,
 - i. Procurement Services (RIT Commodity Manager)
 - ii. FMS Construction Services (RIT Project Manager)
 - iii. FMS Planning and Design (RIT Designer)

- iv. Consulting Design Firm (Vendor)
 - v. Furniture supplier (Vendor)
 - vi. Contractor (Vendor)
 - b. Architect/engineer, furniture vendor, RIT Project Manager, and end user to coordinate furniture types and locations with building areas and services for fit and serviceability.
 - c. Architect/engineer is responsible for coordinating furniture locations/specification with power requirements and receptacle locations.
 - d. **Architect/engineer is responsible for coordinating any built-in millwork with associated furniture sizes.**
5. Product Requirements
 - a. All furniture used on any part of the campus shall meet the following regulatory requirements.
 - i. NYS building code sections on interior finishes, accessibility and interior environment
 - ii. BIFMA standards
 - iii. California Technical Bulletin 133 (cal 133).
6. Furniture Finishes
 - a. Allowable Hard-surface finishes will be limited to the manufacturers' standard offerings and will be overseen by FMS Planning and Design and the Campus Aesthetics Committee
 - b. All upholstery options for classrooms and offices spaces are limited to Grade 1, unless authorized otherwise by Division AVP and Procurement Services, except for Dean's, VPs, SVPs and the President, and will be overseen by FMS Planning and Design and the Campus Aesthetics Committee.
 - c. Upholstery options for lounge furniture are limited to Grade 1 through 8, unless authorized otherwise by Division AVP and Procurement Services, except for Dean's, VPs, SVPs and the President, and will be overseen by FMS Planning and Design and the Campus Aesthetics Committee.
 - d. Finish options will provided for the client's final approval, based on these standards and the finish legend of the construction work, if applicable.

12 51 00 – Office Furniture and Modular Office Systems

1. Space definitions and guidelines are found in 01 84 00.
2. Panel systems requiring electricity and/or are anchored to walls or floors must be procured through an FMS project.
3. All employees are assigned a task chair, which can move with the employee if their work location changes; all other furniture is associated with the office or workspace in which it is located and is intended to remain in that location with the exception of medically required items.
4. Office furniture standards can be found at <https://www.rit.edu/facilitiesmanagement/office-standards-furniture>.

12 56 52 – Audio-Visual Furniture

1. The Center for Teaching and Learning (CTL) provides support for all general-purpose classroom technology. An overview can be found at <https://www.rit.edu/academicaffairs/tls/course-delivery/classroom-technologies>.
2. Contact RIT FMS for A/V standards in all other instructional spaces, college classrooms, class labs, etc.
3. Contact RIT FMS to receive CTL's latest design standards for classroom podiums. See Appendix 1 for shop drawings.
4. Refer to the Center for Teaching and Learning website (<https://www.rit.edu/teaching/>) for more information.

12 56 43 – Common Area and Lounge Furniture

1. Individual upholstered seating is preferable, but not required, to multi-person seating unless such furniture is sectional and can be rearranged.
2. Consideration should be given to appropriate mix of seating options that allow for work, relaxation and socialization, in terms of type, height, location and arrangement.

12 56 53 – Laboratory Furniture

1. Preferred Vendors
 - a. Kraftwerks, Inc.
 - b. VWR International
 - c. Spencer-Virnoche
2. RIT shall work with vendor to layout, specify, and procure all laboratory and research equipment and casework.
3. Fume hoods, biosafety cabinets, enclosures, and all similar equipment by Labonco. Specific models and features selected based on need.

12 58 00 – Residential Furniture

Contact Residential Life or Housing Operations for information.

12 80 00 – Mechanical Room Furnishings

1. In new building projects, space shall be allowed in each Mechanical room for storage of a 6 foot, 8 foot, and 10 foot fiberglass Type 1A (300 lb. capacity) step ladder and chain to secure same. RIT's Project Manager will purchase the ladders.

12 93 13 – Bike Racks

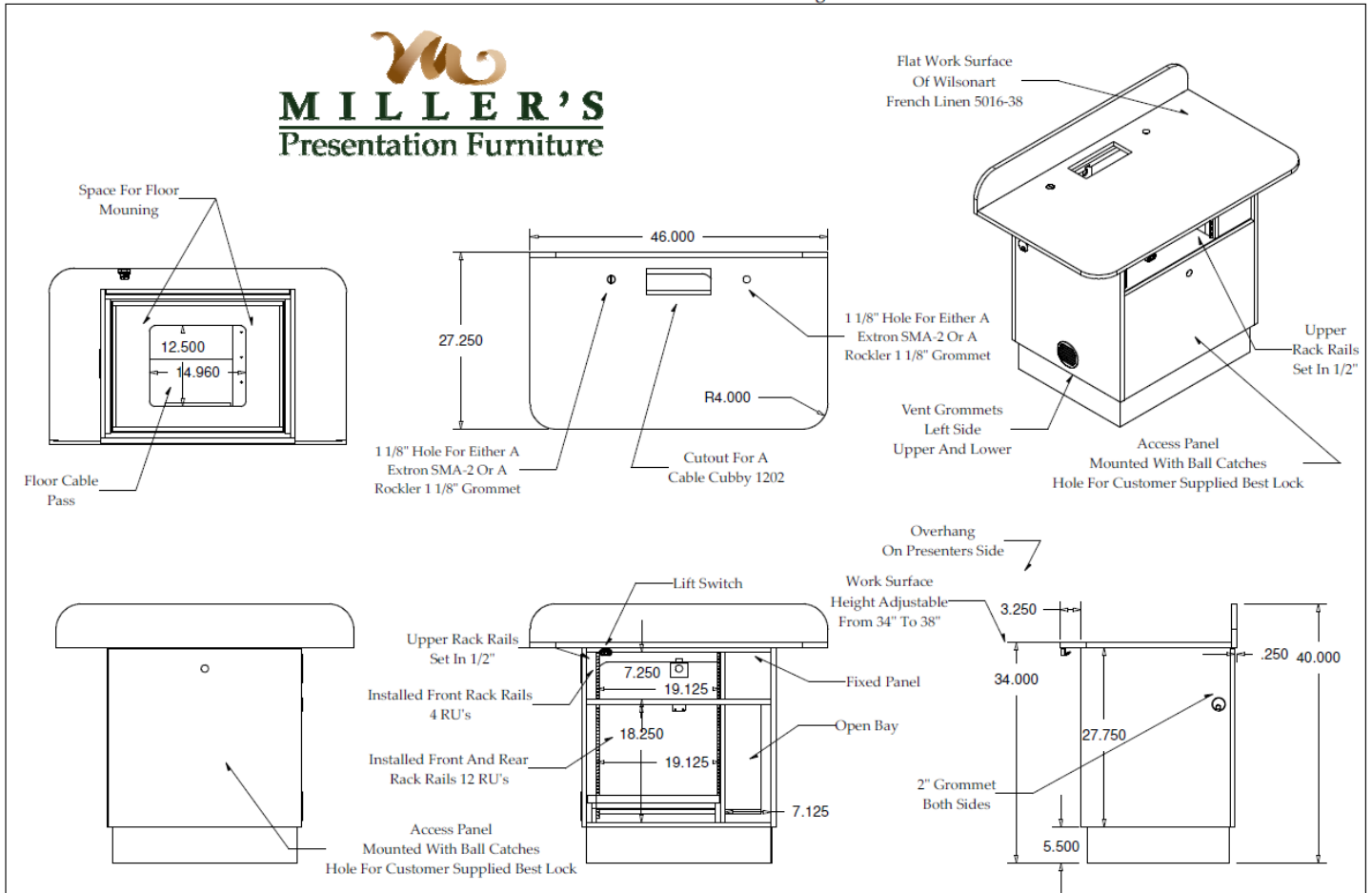
- a. Basis of Design: Peak Racks double sided racks
- b. Black anodized finish

12 93 43 – Site Seating and Tables

1. Landscape tables shall be Parkitects – 4 seat tables – plastisol finish – black perforated metal.
 - a. Part # - 64-959-3 UMB (handicap accessible)
 - b. Part # - 64-959-4UMB
2. Park Benches shall be Columbia Cascade – TimberForm – 2600 series bench – black cast metal – purple heartwood slats. 6' Long.

Appendix 1 – Classroom Podium

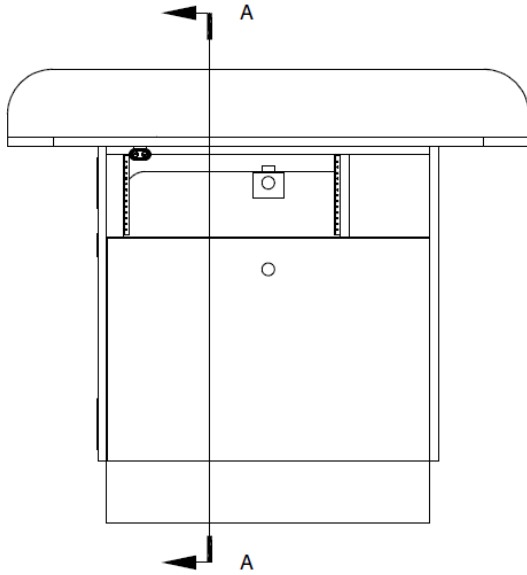
Built In Three Sections - Work Surface - Center Column and Base Pedestal. All Sections Bolt Together With Threaded Inserts / Bolts



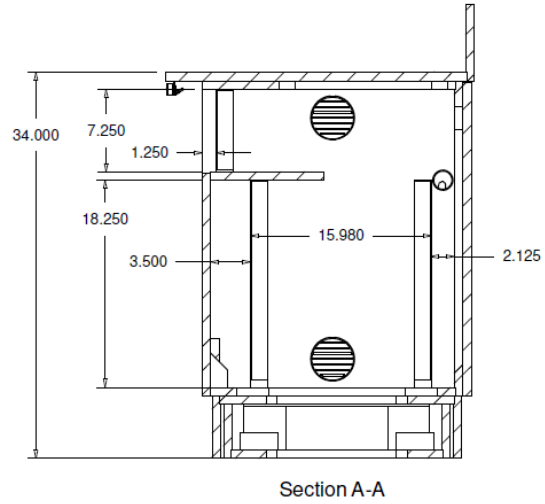
PO#	Installed Base Lift - 4" Of Travel	Drawn By: EV
Wood Species: Laminate	Stain Selection:	Approved for construction _____ Date _____
Date: 09/19/2023	Drawing Number: RIT-4024	This Drawing is property of Miller's Millworks inc. Unauthorized distribution without written consent is strictly prohibited



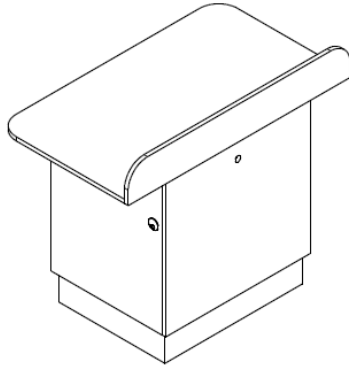
Front View



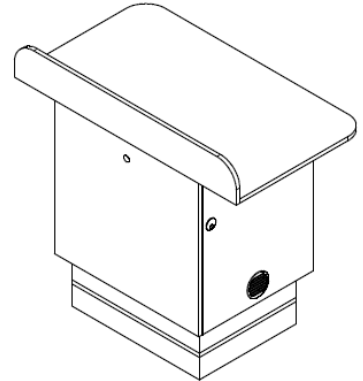
Cross Section View
Rack Rail Layout



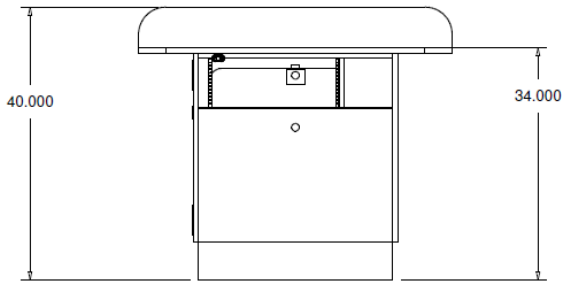
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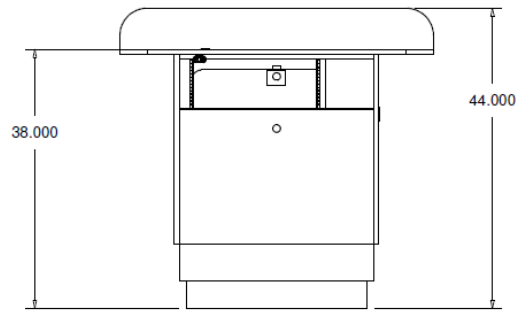
MILLER'S
 Presentation Furniture



Front View - Lowered



Front View - Raised



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Wood Species: Laminate	Stain Selection:	Approved for construction	Date
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END OF DIVISION 12