1.0 GENERAL

1.1 Related UBC Guidelines

.1 Section 06 40 00 Architectural Woodwork
.2 Section 12 20 00 Window Coverings and Blinds;
.3 Section 12 30 00 Fabricated Casework;
.4 Section 12 35 53 Laboratory Casework;
.5 Section 27 05 28 Pathways for Communications Systems – 1.20.3.
.6 Facilities Planning for area specific furnishing standards. Contact Director, Phone: 604-822-3059

1.2 Coordination Requirements

.1 UBC Facilities Planning, 604-822-3059
.2 UBC Information Technology (IT)
.3 Electrical Consultant
.4 UBC Workplace Health Services, Human Resources, at 604-822-9040 (for Ergonomics)

2.0 DESIGN REQUIREMENTS

2.1 General

.1 Contact Facilities Planning for furnishings guidelines at 604-822-3059.
.2 Ensure all products comply with CSA Standards, BC Building Code, and BC Fire Code.
.3 Ergonomics: Furniture should meet current ANSI/BIFMA and CSA standards. Contact UBC Workplace Health Services, Human Resources for UBC’s Policy and Procedures regarding Ergonomics; phone: 604-822-9040.
.4 Quality assurance: Specify durable materials for long-term, institutional use. Furniture (hard goods) shall have a standard minimum 5-year written manufacturer’s warranty on all components. Upholstered furniture (soft seating) shall have a standard minimum 3-year written manufacturer’s warranty. Learning Spaces furniture shall have a minimum standard 10-year written manufacturer’s warranty. Residential quality furniture is not permitted due to concerns over fire safety and durability standards.
.5 Environmental: Specify products with reduced environmental impact. Consider items with certifications such as Greenguard, Cradle-to-Cradle (C2C), Green Seal, and FSC Chain of Custody. Specify locally manufactured products whenever possible (within 500km radius).
.6 Coordinate layouts with furniture placement with electrical and communications outlets.

2.2 Office Spaces:

.1 Office furniture: Design desks and workstations to support the work tasks of the user(s). Configurations may include a lockable box/file pedestal and/or a lockable 2-drawer file pedestal (keyed alike); a task light; a tack board; overhead storage or shelving; an adjustable keyboard tray with provision for computer mouse; an adjustable task chair; and one or two guest chairs as required.
.2 Office shelving: Typical enclosed offices shall have wall-mounted or freestanding shelving to meet user requirements. Install wall-mounted shelves utilizing slotted vertical standards securely fastened to reinforced walls, laid out in +/-800 mm bays, complete with +/-300 mm
deep adjustable shelves. Alternately, provide freestanding bookcases securely fastened to the wall.

.3 Filing: File cabinets shall meet current ANSI/BIFMA and CSA standards. Securely fasten filing cabinets that are 3-drawers high or taller to walls and adjacent cabinets (where present).

.4 Seismic: Securely fasten all taller loose furniture such as shelving and cabinets to floors or walls to meet seismic requirements.

.5 Where feasible, re-use or re-furbish existing furniture. Alternately, specify new furniture that is durable and provides an extended service cycle that will also provide future opportunities to be repurposed or recycled.

2.3 Conference Rooms

.1 Seating in Meeting and Conference Rooms should be upholstered and height-adjustable with fixed arms. Specify to meet user requirements.

.2 Tables shall be easily movable.

.3 Table edges should be durable and scratch resistant.

2.4 Millwork:

.1 Manufacture and/or install architectural millwork and case goods to AWMAC standards in effect at time of award of contract.

.2 Refer to Section 12 30 00 Fabricated Casework for further detail.

2.5 Learning Spaces:

.1 Contact Facilities Planning at 604-822-4175 for current classroom furniture standards furnishings guidelines.

.2 Refer to Learning Spaces Design Guidelines.

.3 All Learning Spaces furniture shall have a minimum standard 10-year written manufacturer's warranty.

.4 Provide designs suitable for appropriate quantities of left-handed people.

.5 If specifying upholstery, ensure it is durable and easy to clean.

.6 Specify frame finishes for durability.

2.6 Laboratories

.1 Refer to Section 12 35 53, Laboratory Casework for additional information.

.2 Laboratory chairs and stools shall be durable, easy-to-clean seats in a non-absorptive material. Where appropriate and applicable, consider ergonomic task seating.

2.7 Libraries

.1 Contact Facilities Planning for furnishings guidelines at 604-822-3059.
.2 Provide seismic restraint by means of metal gussets, struts and/or angles securely fixed to the building structure.

.3 Tables shall be easily movable.

.4 Edges of tables and other furniture shall be durable and scratch resistant.

.5 Coordinate layouts with electrical and communications outlets.

***END OF SECTION***